

AGENDA

Regular Council Meeting
Tuesday, August 19, 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

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

7.1 Special Council Meeting of July 29, 2025

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

8.1 Recreation Committee Minutes of February 5, 2025

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

10. STAFF REPORTS

- 10.1 Deputy Clerk, K. Bester – Powassan Firewood Expansion Plans
- 10.2 Treasurer/Director of Corporate Services, B. Robinson – 2014 GMC Sierra
- 10.3 Treasurer/Director of Corporate Services, B. Robinson – Capital Project Tenders
- 10.4 Treasurer/Director of Corporate Services, B. Robinson – Tandem Plow Purchase
- 10.5 Treasurer/Director of Corporate Services, B. Robinson – Lagoon Capacity Review
- 10.6 Treasurer/Director of Corporate Services, B. Robinson – RFP for Website Redesign
- 10.7 Deputy Clerk, K. Bester – Notice of Public Meeting

11. BYLAWS

12. UNFINISHED BUSINESS

12.1 Planscape – Municipality of Powassan Official Plan

13. NEW BUSINESS

13.1 Powassan and District Union Public Library – 2024 Audit and Financial Statements

13.2 North Bay-Mattawa Conservation Authority – 2024 Financial Statements

14. CORRESPONDENCE

14.1 FONOM – Highway 11 and Highway 17 Upgrades

14.2 CN – Rail Safety Week

14.3 Trout Creek Lions – ATV Run

14.4 City of North Bay – NORDS Pilot Program

15. ADDENDUM

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

17.1 Adoption of Closed Session Minutes of July 29, 2025

17.2 Legal Matters – Section 239(2)(f) of the Municipal Act and under Section 9(4)(f) of the Procedural Bylaw – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

17.3 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.

18. MOTION TO ADJOURN

Special Council Meeting
Tuesday, July 29, 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
Allison Quinn, Clerk

Presentations: None.

Disclosure of Monetary Interest and General Nature Thereof: None.

- 2025-232** Moved by: R. Hall Seconded by: L. Patey
That the agenda of the Regular Council Meeting of July 15, 2025, be approved, with the following correction:

Item 17.1 Adoption of Closed Session minutes of July 15, 2025. **Carried**
- 2025-233** Moved by: L. Patey Seconded by: D. Britton
That the minutes of the Regular meeting of Council of July 15, 2025, be adopted. **Carried**
- 2025-234** Moved by: D. Britton Seconded by: M. Wand
That the minutes from the Golden Sunshine Municipal Non-Profit Housing Corporation committee meeting of May 20, 2025, be received. **Carried**
- 2025-235** Moved by: M. Wand Seconded by: D. Britton
That the report from Treasurer/Director of Corporate Services, B. Robinson, regarding RFP 2025-007 Hunt Line Culvert reline be received; and,

FURTHER that Council awards the tender to Provincial Underground Services Inc., in the amount of \$422,224.50 including HST. **Carried**
- 2025-236** Moved by: R. Hall Seconded by: D. Britton
That the donation request from Women's Own Resource Centre be received; and,

FURTHER that Council donates \$1672.50 based on \$0.50/per capita, to support new and continuing free initiatives and programs for families in the area. **Carried**

2025-237

Moved by: D. Britton Seconded by: L. Patey
That the Ontario Clean Water Agency's Powassan Water and Wastewater Systems Quarterly Operations Report dated April 1 – June 30, 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

2025-238

Moved by: L. Patey Seconded by: D. Britton
THAT the Council of the Municipality of Powassan will change their August Regular Meeting of Council from Tuesday, August 12, 2025, to Tuesday, August 19, 2025; and,

FURTHER that staff will ensure the date change is posted on the Municipal website and social media page and that additional Meetings of Council will be called by the Mayor, should it be deemed necessary.

Carried

2025-239

Moved by: D. Britton Seconded by: M. Wand
That Council now adjourns to closed session at 7:04pm to discuss:

17.1 Adoption of Closed Session Minutes of July 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 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

2025-240

Moved by: M. Wand Seconded by: R. Hall
That Council now reconvenes to regular session at 7:23pm.

Carried

2025-241

Moved by: L. Patey Seconded by: D. Britton
That Council now adjourns at 7:23pm.

Carried

Mayor

Clerk

Recreation Committee Minutes

February 5, 2025 - 7:00pm, 250 Clark, Maple Room

Attendees: Councillor Leo Patey, Tonya Eckensviller (Booster Club), Jim Gadsden, Nathan Stewart, Mayor McIsaac, Jeff Eckensviller

Staff: Allison Quinn

Absent with Regrets: Jared Dupuis, Brian Eckensviller, Kim Lindsay

Guests: None.

1. Call to Order @ 7:01 p.m.

2. Agenda

- Approval of the Agenda of February 5, 2025, with the following change:
Item 8a) Committee Mandate Review moved to the next meeting – **Carried**

3. Disclosure of Pecuniary Interest – None

4. Presentations

- Trevor Madge, Trout Creek Community Centre Kraft Hockeyville
T. Madge updated the group on the Hockeyville progress. The group is currently in first place and will most likely finish in the top four when rallying ends March 2nd. Voting for one of the top four happens April 4 and 5th. Grand prize is the \$250,000 while the other three who made the top four receive \$25,000 and hockey gear.

Trevor explained how each person should max out their points, further information is on their Facebook page; volunteers have been setting up at Battalion home games to engage more people to vote. People should follow them on Facebook for more information.

5. Minutes

- Adoption of the minutes of January 22, 2025 - **Carried**

6. Event Updates

- a) Cornhole Tournament – nothing new to update.
- b) Canoe Regatta – nothing to update.
- c) Fish Derby – nothing to update.
- d) Trout Creek Playground Improvements – nothing new from the last meeting.
- e) Trails - nothing new to update.
- f) Winter Carnival – The Booster Club's events will be up on Facebook soon – Bingo on the Thursday, kids' activities, the snow sculpture information is up there now; A. Quinn to share to the municipal page. Bartenders, volunteers for the door and staff are scheduled.
- g) Maple Hill Sap Run – Registration is now open.
- h) Maple Syrup Festival – Councillor Patey spoke about having a booth set up at the festival to promote recreation activities. Councillor Patey and staff to organize. Volunteers will be needed.

7. Recreation Updates

- a) Soccer – registration is open
- b) Tball – registration is open
- c) Ballhockey – will be on Tuesdays and Thursdays. Registration to open shortly.
- d) Swimming – A. Quinn has reached out to lifeguards from last year and will be advertising for new lifeguards as well.

8. Outstanding Business

- a) Committee Mandate review – deferred to the next meeting.

9. Community Updates

- a) N. Stewart gave an update on the PMHA Black and Gold Rep tournament; 28 teams were registered. The weekend went well.

10. Next Meeting: Wednesday, March 26, 2025

11. Adjournment: Meeting adjourned at 8:14 p.m.

Chair

Clerk



STAFF REPORT

To: Council
From: K. Bester, Deputy Clerk
Re: Powassan Firewood Expansion Plans
Date: August 15, 2025

For Information Purposes –

Kirk Micallef, Owner/Operator of Powassan Firewood, will be applying for an MNRF license to expand his current firewood business to include a sawmill. The sawmill will focus on producing low grade hardwood (poplar/aspen) wood for pallet/skid manufacturers. He will also potentially be producing skids on site. Some high grade softwoods will also be milled for local and other markets. The expanded business could at some point employ 4-10 additional staff. It may take some time to build up the business.

Part of the MNRF licensing process is that municipal approval/support be provided. Mr. Micallef is asking for a resolution of Council to support this. This expansion will create economic benefits in the form of employment in the community.

To: Council
From: Treasurer/Director of Corporate Services
Re: Follow-Up: 2014 GMC Sierra

RECOMMENDATION:

That the staff report regarding the 2014 GMC Sierra be received; and that staff be directed to proceed as per one of the options as outlined.

ANALYSIS:

At the meeting of July 15, 2025, Council first received a memo regarding the 2014 GMC Sierra. The vehicle failed its safety inspection and requires repairs to its cross members, brakes, ball joints, and cab. All told, required repairs are estimated at \$12,260.00 plus tax.

At that meeting, Council requested additional information regarding each of the options presented for consideration. The following is an amended version of the information provided at that meeting:

Option A- Repair

As mentioned above, the estimated cost to repair known issues is \$12,260. Council should note that the cost of these repairs is far in excess of the annual maintenance budget (\$3,800, account 10-20-63600).

In addition, it should be considered that this is a 10-year-old pickup truck, that was already at or nearing the end of its useful life. The cost of repairs is above the estimated salvage value of the vehicle, and substantial repair costs were also incurred in 2024 in the form of a fuel pump replacement (\$1,793.08) and transmission rebuild (\$8,599.81).

Repairing the vehicle is not recommended. The truck has reached the end of its useful life, and it is not expected that there will be any significant increase in expected lifespan should these repairs be undertaken.

Option B- Replace

The Municipality could seek to replace the vehicle. After reviewing inventory at a local dealership, it is likely that a base model, half-tonne pickup with a crew cab could be procured for \$55-65,000.

The Municipality could also consider purchasing a used vehicle as a replacement. Depending on target age and mileage of said used vehicle, it is likely that the purchase price will range from \$35-45,000.

Given that there are several substantial capital projects upcoming in the near future, and debt capacity remains constrained, it is recommended that the vehicle be purchased outright and lease or finance options not be considered.

Should either replacement option be pursued this year, funds will need to be reallocated from one or more currently budgeted capital projects to free up the necessary funding. Options can be provided for Council to consider, should this be the preferred option.

However, given that the turnaround time for a vehicle purchase is at best 2-3 months from initiation of an RFP, we would likely be well into November once a vehicle could be ready for delivery. The need for a third vehicle diminishes greatly once the winter season commences. It is therefore suggested that this option is not of particularly high value in the 2025 operating year.

Option C- Do Nothing

As a third option, the Municipality could consider attempting to operate with two pickups, and/or delay replacement until the 2026 budget.

Through a combination of amendments to the annual work plan, staff absences, and the utilization of other vehicles, such as the single axle plow, to travel to and from job sites, staff have managed to offset the loss of the vehicle without significant disruption to our levels of service.

While the need for a vehicle does exist long-term, given the rapidly approaching onset of winter, this option can continue to be practically applied for the remainder of this season.

Option D- Rental

At the last meeting, it was suggested that the Municipality could obtain a rental vehicle to be used on an as-required basis.

Per pricing obtained, the Municipality could secure a rental pickup for approximately \$1,800 per month. Savings could be obtained if the vehicle were rented on a daily or weekly basis, however this would require advanced planning on the work schedule and the rental option is generally an inflexible one.

FINAL CONSIDERATIONS

With consideration to the aforementioned factors, it is staff's recommendation that replacement be pursued in 2026, with the purchase to be included in that fiscal year's budget.

To: Council
From: Treasurer/Director of Corporate Services
Re: 2025 Capital Project Tenders

RECOMMENDATION:

That the staff report regarding the 2025 capital project plan be received; and that staff be authorized to directly negotiate agreements for the completion of any unsuccessfully tendered projects within their approved 2025 budget limits.

ANALYSIS:

With the 2025 fiscal year more than halfway completed, staff have initiated competitive bid processes on all of the appropriate capital budget items.

The Municipality has experienced substantial difficulty in securing contractors for several of its projects through the traditional tender process. Recently, tenders for the repairs at Glendale Hall and an exterior lot cleanup closed with no submissions received. Similar challenges were previously experienced in securing a proponent to replace the accessible stair lift at 250 Clark Street.

Both the stair lift and Glendale Hall projects are time-sensitive, as they are being funded, at least in part, through grants with a rapidly approaching expiration date.

Staff are seeking permission from Council to forego reissuing tenders for these projects, and directly negotiate agreements with prospective contractors for the work. If any project cost is to exceed its individually approved allocation in the 2025 budget, this will be returned to Council for approval prior to proceeding.

To: Council
From: Treasurer/Director of Corporate Services
Re: Plow Truck Replacement

RECOMMENDATION:

That the staff report regarding the tandem plow replacement tender be received; that the quote from Gin-Cor in the amount of \$429,680.00 plus HST be approved; and that staff be directed to amend the fleet renewal program plan as per the recommendations outlined in the staff report.

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.

Staff have gone through the Canoe Procurement Process to obtain a formal quote for a tandem plow. A copy of this quote is attached. Note that, after non-refundable taxes are included, the total cost is \$437,242.37.

In the 2025 budget, an allocation of \$155,000 was put into reserves to help offset the purchase price. Based on the quote received, this was deficient by approximately \$63,000; the total remaining balance to be funded through the 2026 budget is \$282,242.37.

The need to initiate this fleet renewal program has been discussed at length, and it is not recommended by staff that this direction be changed. It is further not recommended that debt be used to finance any purchases under this program, due to the number of other, significant capital projects for which this borrowing capacity will need to be allocated.

In light of the cost figure obtained, to allow this program to continue, the following steps are recommended:

- In accordance with the Municipality's Surplus Management Policy, any capital budget surplus arising in the 2025 fiscal year is to be allocated to the infrastructure renewal reserve, to make up the shortfall.
- Further in accordance with the Surplus Management Policy, should the above be insufficient to offset the shortfall, the budgeted reserve allocation of 2% of rental revenue be assigned for this purpose.
- In the 2026 budget, a tax levy increase of 1.4% be specifically assigned to both fund the increased 2026 cost share of the purchase, as well as the permanently increased annual renewal reserve allocation.

Council may also consider initiating a formal RFP process for this purchase to attempt to obtain cost savings. However, it should be noted that, working in tandem with Gin-Cor, North Bay Freightliner has been the successful and lowest bidder on the vast majority of similar RFPs over the past several years, and the Canoe program has itself already gone through a competitive process.

In conjunction with the aforementioned approach, it is the recommendation of staff that the quote be accepted and an order placed for the 2026 Freightliner plow. If the order is placed, per conversations with Gin-Cor we anticipate the vehicle being ready for delivery by March 2026.



From: Rob Kent
Sales Director – Snow and Ice Equipment

To: Town of Powassan

Attn: Trevor Tennant

Date: August 5, 2025

Re: New Freightliner-Viking Plow Truck –
Canoe Procurement Quotation

cc:

Trevor – thank you for the opportunity to provide a Canoe Procurement quotation on a Freightliner chassis and Viking plow equipment, as supplied and installed by Gincor Industries. Pricing is as follows:

Town of Powassan Canoe Registration – LAS1399
Viking Contract #CAN-2024-010-VCC

2026 Freightliner 114SD PLUS chassis including Detroit DD13 diesel engine rated at 470 hp, Allison 4500 RDS automatic transmission, cab painted black and exactly as per detailed specifications

- Includes Groeneveld auto-grease system for chassis and plow equipment components
-

To supply and install one(1) only of the following equipment:

Viking model PL1415BC Live Bottom Version Proline combination dump body / spreader

- Bi-directional rubber belt main conveyor
 - High temperature type rubber belts on main and cross conveyors
 - Left side chute and spinner assembly
 - Right side chute only
 - Compu-Spread CS660 automated spreader controller with 2 section valves for spinner and conveyor functions
 - Air tarp system
 - High-Lift hydraulic tailgate
 - 10" poly sideboards
 - Complete lighting system including Grote Ultra Blue Seal LED rear stop, tail, directional and back-up lights in rear corner posts, blue and amber LED strobe lights installed in rear corner posts, LED blue and amber warning lights mounted at rear below body and SWS 22609 combination blue/amber rotating beacon installed on pedestal behind cab
-

- 2 x 4,5" heated LED back-up lights mounted at rear of body – connected to chassis reverse lights
- 4.5" heated LED spinner and cross conveyor lights
- Poly deflectors on front and back sides of cross conveyor
- Shovel holder on front panel
- Bolt-on steel protective covers for air tailgate brake pods
- Less pintle hook and plate – not included
- Body painted Dupont Imron 5000 Elite polyurethane black to match cab

Viking model VCL36-11-45C steel full trip reversible snow plow

- Carbide cutting edge with standard steel backer blade
- Rubber deflector
- Hydraulic moldboard tilt assembly
- Height adjustable mushroom shoes
- Height adjustable parking stand
- 2 moldboard shoes
- 2 curb shoes
- 2 marker rods
- Quick tach swivel bar

Viking model VCL500HD hydraulic tilt and/or detachable front harness assembly

- 5/8" tail-plates
- quick tach pockets
- Grote heated LED snow plow headlights / directionals
- Re-install chassis supplied bumper onto each side of front harness
- Standard monoblock valve mounted inside a Poly Nema cover and installed on front harness – to control upper and lower hydraulic locking pins

Viking model VCL350SCL cable type front and rear wing posts with front post trip hinge

- Upper and lower wing braces
- 35 gallon back of cab oil reservoir

Viking model VCL156WHD steel side wing moldboard

- High Wear wing blade
- 2 marker rods

Complete hydraulic system including Metaris model P20B front mount crankshaft driven tandem dry mode pump, and 9 section Walvoil model SDS-180 proportional air type valves with Viking armrest version in-cab control console

Aeon rubber helper spring installed on right front axle

Viking tube style cross member installed between frame rails back of cab to support wing system

4.5" heated LED front post wing light

4.5" heated LED rear post wing light

Ikron high pressure filter

August 15, 2025

Low hydraulic oil level in-cab light and alarm
Viking 16 switch D&R light box

***Your net price - \$429,680.00 per unit, F.O.B. your location in Powassan
(HST is extra)***

Please note:

- HST is extra
- pricing includes transport of completed truck, including plow and wing, to your facility in Powassan
- pricing is based on Canoe Procurement

If you have any questions, please do not hesitate to contact me.

Regards,

Rob Kent

Director, Sales - Snow & Ice

5151 Highway 17 W, Mattawa, ON P0H 1V0

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To: Council
From: Treasurer/Director of Corporate Services
Re: Lagoon Capacity Review

RECOMMENDATION:

That the staff report regarding the Lagoon Capacity Review be received; and that staff be authorized to execute an agreement with Dillon Consulting Limited for this service.

ANALYSIS:

As a component of the 2025 Water and Sewer Budget, the Municipality is seeking to undertake a review of its lagoon capacity. This report would identify any capacity constraints that exist, outline options for future upgrades to the system, and provide costing of these options.

After discussion with potential contractors, the Municipality has received a proposal from Dillon Consulting Limited for this project. A copy of their proposal, outlining the scope of work and deliverables, is enclosed. Note that this company completed a similar project for the Municipality of Callander in 2022.

The total fees for the project are \$31,500 plus applicable taxes. It is planned to be a desktop review, however they were requested to quote for one site visit as a provisional item within their proposal. It is not expected that an on-site presence will be required. The work is to be completed by December 2025.

The Municipality allocated \$25,000 within the Water and Sewer budget for the work, meaning the proposal is in excess of budget. However, it is anticipated that there will be sufficient surplus funds available within the remainder of the budget to allow for this project to proceed, without being over budget in aggregate.

Staff are recommending that this proposal be accepted.



August 15, 2025

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

Attention: Brayden Robinson, CPA, Treasurer/Director of Corporate Services

Lagoons Upgrades Options

Dear Brayden,

Dillon Consulting Limited is pleased to submit this proposal for consulting services to assist the Municipality of Powassan with the assessment and planning for a potential upgrade to its Sewage Treatment Lagoon. Our proposal outlines a comprehensive work plan designed to facilitate future enhancements to the facility. This will help the municipality address operational challenges with sludge management and recent Total Suspended Solids (TSS) exceedance, and proactively plan for future community growth and potential changes in regulatory requirements.

Background

The Powassan Sewage Treatment Lagoon and Sewage Collection System is a Class 1 wastewater treatment facility operated by the Ontario Clean Water Agency (OCWA) on behalf of the Municipality of Powassan. The system consists of gravity sewer mains, two pumping stations (Clark Street and St. Gregory), and a three-cell stabilization lagoon. The system's Environmental Compliance Approval (ECA) permits an average rated capacity of 940 m³/day.

In 2024, the facility demonstrated effective and adequate treatment, with an annual average daily flow of 506.82 m³/day, approximately 53.9% of its rated capacity. The treatment process achieved high removal rates for key pollutants, including 98% for BOD5/CBOD5, 85% for TSS, and 91% for TP, resulting in a generally high-quality effluent.

Despite overall strong performance, the facility experienced a few notable issues. The seasonal average for Total Suspended Solids (TSS) during the fall discharge was 25.8 mg/L, exceeding the compliance limit of 25 mg/L. The report attributes this to a potential lack of an adequate sludge blanket in the lagoons following previous dredging.

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Fax



Scope of Work

This proposal outlines a scope of work to assess and develop upgrade options for the Powassan Sewage Treatment Lagoon system. The project is motivated by a desire to ensure long-term operational compliance and accommodate future community growth. While the facility currently performs well, the 2024 fall discharge demonstrated a minor Total Suspended Solids (TSS) exceedance, highlighting a potential vulnerability in the treatment process, likely related to sludge management. With future development and evolving regulatory standards, a proactive plan is essential to maintain high-quality effluent and sufficient treatment capacity.

This study will be a desktop assessment, focusing on upgrade options that utilize the existing lagoon infrastructure. The primary objective is to evaluate potential process alternatives and develop a clear action plan for regulatory approvals and future implementation.

This project is divided into two phases to systematically review existing conditions, identify future needs, and propose viable solutions.

Phase 1 – Background Review & Future Planning

This phase involves a review of existing documentation and future planning to establish the foundational understanding required for upgrade considerations.

Review of Existing Facility Drawings and Reports

A detailed review of all available facility drawings, including as-built plans, process flow diagrams, and mechanical/electrical schematics, will be undertaken.

Existing operational reports, monitoring data (e.g., flow, effluent quality, sludge levels), and previous engineering studies will be analyzed to understand historical performance, identify trends, and pinpoint areas requiring improvement. This includes a close examination of the 2024 annual report findings regarding TSS exceedance and sludge blanket issues.

Review Planning Documents to Establish Required Future Treatment Capacity and Development Timelines

Relevant municipal planning documents, official plans, growth projections, and available master servicing plans will be reviewed.



This task will focus on forecasting future wastewater flows and pollutant loadings based on projected population growth and industrial/commercial development within the Municipality of Powassan.

The established future capacity requirements will serve as a critical design parameter for evaluating upgrade alternatives.

MECP Pre-Consultation and Future Effluent Water Quality Requirements

An assessment of current Environmental Compliance Approval (ECA) limits will be conducted.

A pre-consultation meeting will be initiated with the Ministry of the Environment, Conservation and Parks (MECP) to clarify their specific requirements and expectations for effluent quality concerning any potential expansion or upgrade of the facility. This early engagement is crucial for aligning proposed solutions with regulatory expectations.

Phase 2 – Process Alternatives & Action Plan Development

This phase focuses on identifying and evaluating potential technological solutions and outlining the necessary steps for regulatory approval and implementation.

Identify Potential Process Alternatives and Conduct High-Level Process Calculations

Based on the findings from Phase 1, a range of potential upgrade alternatives will be identified. These alternatives will be limited to those that integrate with or modify the existing three-cell stabilization lagoon system.

High-level process calculations will be performed for each identified alternative to estimate key design parameters, footprint requirements, and preliminary performance expectations. The potential alternatives considered will include:

1. Addition of a New High-Rate Pre-Aeration Lagoon: Investigating the feasibility and impact of introducing a new, aerated cell upstream of the existing lagoons to enhance primary treatment and reduce organic loading.
2. Converting One of the Existing Cells to an Aerated Lagoon: Assessing the technical and operational implications of converting one or more existing anaerobic/facultative cells into a fully aerated lagoon to improve treatment efficiency, particularly for BOD5/CBOD5 and TSS removal.



3. Exploring advanced treatment options such as submerged fixed-film systems or other compact tertiary technologies that can be integrated within the existing lagoon footprint to achieve higher effluent quality, especially for TSS and nutrient removal.
4. Construction of a New Effluent Nutrient Removal Process (with or without construction of an aerated systems described above): Evaluating dedicated nutrient removal technologies (e.g., chemical precipitation for phosphorus, biological nitrogen removal) as standalone additions or integrated with aerated systems, to meet potentially stricter future nutrient limits.

Provide an Action Plan with Estimated Timeline for Preparation and Approval of Documentation Required for Plant Expansion

An action plan will be developed, outlining the sequential steps required for planning, design, and regulatory approval of the chosen plant expansion/upgrade option.

This plan will include estimated timelines for key milestones, such as detailed design, environmental assessments (if required), permit applications (e.g., ECA amendments), and construction phases.

The action plan will serve as a roadmap for the Municipality of Powassan to proceed with the necessary steps to implement the recommended upgrades.

Project Team

Bander About Taka, P.Eng. – Project Manager

Bander is a Water/Wastewater Engineer with over 19 years of experience in the industry and will be the project manager of this project. Bander brings significant experience in preparing project proposals and work programs, providing technical support in the form of memos, reports, presentations and cost estimates to support municipal staff for infrastructure discussion with councils, design of new facilities, facility upgrades and retrofits, and construction administration. Bander's experience includes facility retrofits, new water and wastewater treatment plants and pumping stations throughout Canada.



Tariq Abou Jarboua, P.Eng. – Senior Process Lead

Tariq is a professional process engineer with over 28 years of experience in the design and construction of water and wastewater projects. His project responsibilities have included conceptual and detailed design, condition and capacity assessment, process optimization, biological modelling, equipment sizing and selection, feasibility studies, and project management. He also has varied experience in upgrading, expansion, and retrofitting many wastewater treatment plants.

Abdallah Alhalbouni, E.I.T – Junior Engineer

Abdallah is a Water/Wastewater Engineer-In-Training with experience designing and coordinating projects pertaining to equipment/facility upgrades for water and wastewater facilities. He has previous experience with process design/selection, preliminary and detailed design, project coordination, construction supervision, and wastewater treatment plant process reviews. Abdallah will assist Bander and Tariq as a junior engineer on this project.

Tihamer Csiba QA/QC

Tihamér will provide technical quality review for the team. Tihamér is a wastewater and water treatment engineer at Dillon with 40 years of experience in the field of condition assessment, master planning of water and wastewater systems, Class EAs, wastewater and water treatment plant design, pumping stations, hydraulic evaluations, optimization and commissioning. Tihamér was project manager, project coordinator and lead design engineer for several significant pumping station, wastewater and water treatment facilities and infrastructure, including design-build projects.

Tihamér's broad multidisciplinary understanding of mechanical, civil, process, structural, electrical, SCADA, instrumentation and control combined with his attention to detail and cost control will provide for an efficient and well-executed project. Relevant experience includes new and upgraded stormwater and sanitary pumping station projects in London, Windsor, Banff, Kasabonika First Nation, Weenusk First Nations, Winnipeg, Tecumseh, Picton, Leamington, Chatham, Kingsville, Burlington, Callander, and St. Thomas among many.



Deliverables

Draft Technical Report for Review

The project findings and recommendations will be documented in a technical report. This report will summarize all activities and findings from Phase 1 and 2 of the project, including:

- A summary of the current facility's performance and a review of existing reports.
- An assessment of future treatment capacity needs based on planning documents.
- A detailed technical analysis of the identified process alternatives, including high-level process calculations and potential capital cost estimate for the preferred upgrade option.

A Draft memo will be prepared for the Municipality's review. The purpose of this draft is to allow for feedback and ensure all information and recommendations align with the Municipality's expectations before the report is finalized. This deliverable will be submitted in a digital format for convenient review.

Review Meeting

Upon submission of the Draft report a review meeting will be held with the Municipality within two weeks of submission. This meeting will be conducted via video conferencing and will serve as a forum to:

- Present the key findings and recommendations from the report.
- Discuss the various upgrade alternatives and their implications.
- Address any questions or comments from the Municipality's team.
- Establish a consensus on the final recommendations and the proposed action plan.

Final Report

The Final Report will be prepared following the review meeting. It will incorporate all comments and feedback received from the Municipality on the Draft Report. This document will be the final product of the study and will serve as a critical planning tool, providing the Municipality with an actionable plan for the future of the Powassan Sewage Treatment Lagoon.



Schedule

The scope of this project will be carried out according to the following schedule, which outlines key tasks and associated timelines. This schedule is designed to ensure timely progress through each project phase, from preliminary assessments to final deliverables, while allowing for coordination with stakeholders and review periods as needed.

The project team is available to commence work immediately. We propose that the Draft report will be completed by the middle of November 2025. The final report will be completed two weeks after the review meeting. An optional site visit can be arranged in September/October, if required, by the team. The costs for this optional site visit are provided in the fees section.

Key Milestones	Completion Date
Proposal Submission	August 15, 2025
Review of Background Information	Mid-September 2025
Completion of Alternative Assessment and Calculations	Mid-October, 2025
Draft Report Action Plan	Mid-November, 2025
Review complete	End of November, 2025
Final Report	Early December, 2025

Fees and Invoicing

Dillon will complete the above-noted scope of work for a lump sum fee of \$ 31,500, excluding applicable taxes. The cost for the optional visit will be an additional \$8,500 for travel and expenses by the Project Manager and the Process Lead.

Task	Cost
Project Management, and meetings	\$ 9,000.00
Phase 1 – Background Review and Future Planning	\$ 9,500.00
Phase 2- Alternative Assessment	\$ 13,000.00
Total Base Fees	\$ 31,500.00
Optional Site Visit	\$ 8,500.00
Total fees with an optional site visit	\$ 40,000.00

We propose to invoice you monthly based on a percent of project progress, with invoices due upon receipt.



Closure

If you are in agreement with the services proposed herein; including the enclosed copy of the Standard Terms of Engagement, we request that you sign the Authorization to Proceed and return a copy to us for our files.

We appreciate the opportunity of offering our services and look forward to assisting you on this project. If you have any questions, please feel free to contact Bander at baboutaka@dillon.ca or at 519-438-1288 ext. 1334 to discuss this further.

Sincerely,

DILLON CONSULTING LIMITED

Bander About Taka, P.Eng.
Project Manager

Dave McKenna, P.Eng.
Partner

Attachment(s): Attachment A – Agreement for Professional Services and
Dillon Consulting Standard Terms of Engagement

Our file: MN87CI2-002-01 | 516588

Commercial Confidentiality Statement

This document contains trade secrets or scientific, technical, commercial, financial and labour or employee relations information which is considered to be confidential to Dillon Consulting Limited ("Dillon"). Dillon does not consent to the disclosure of this information to any third party or person not in your employ. Additionally, you should not disclose such confidential information to anyone in your organization except on a "need-to-know" basis and after such individual has agreed to maintain the confidentiality of the information and with the understanding that you remain responsible for the maintenance of such confidentiality by people within your organization. If the head or any other party within any government institution intends to disclose this information, or any part thereof, then Dillon requires that it first be notified of that intention. Such notice should be addressed to: Dillon Consulting Limited, 235 Yorkland Boulevard, Suite 800, Toronto, Ontario M2J 4Y8, Attention: Legal Department.

Attachment A

*Agreement for Professional Services and
Dillon Consulting Standard Terms of Engagement*

AGREEMENT FOR PROFESSIONAL SERVICES

1. This Agreement for Professional Services (this "Agreement") is between DILLON CONSULTING LIMITED ("Dillon") and _____ (insert full legal name) (the "Client").
2. The Client is a: (Please check the appropriate box and provide the requested information)
 - ☐ Corporation incorporated under the laws of _____ (insert jurisdiction of incorporation);
 - ☐ Partnership having the following general partners _____ (list all general partners);
 - ☐ Sole Proprietorship; or
 - ☐ Other (please specify) _____.
3. The Client acknowledges that it has read, understood and accepts the following attachments which form part of this Agreement:
 - A. Terms of Engagement (dated December 21, 2015).
 - B. Offer of Services Letter from Dillon (dated: August 15, 2025).
 - C. Other:
 - i) NONE _____
 - ii) _____
 - iii) _____
4. The Client agrees to the following additions or amendments to the attached Terms of Engagement:
 - A. The laws of Ontario shall govern all matters arising out of this agreement and the venue for any related litigation will be Powassan.

Work Plan for Municipality of Powassan – Lagoons Upgrades Options

- A. Authorizes Dillon to proceed with the work described in the Offer of Services Letter;
- B. Acknowledges that it has had the opportunity to read, discuss and negotiate the attached Terms of Engagement prior to executing this Agreement;
- C. Agrees to be bound by and comply with the provisions of this Agreement, the attached Terms of Engagement and Offer of Services Letter, and any other attachments to this Agreement;
- D. Agrees that the signing of a facsimile copy or portable document format (PDF) copy of this Agreement and any amendments thereto shall have the same effect as the signing of an original; and
- E. Agrees that the retention of an electronic version of this agreement is permitted and that the subsequent production of an electronic version of this document shall be treated as if it was the production of an original signed copy.

DILLON CONSULTING LIMITED:

THE CLIENT:

Per: _____
I/We have authority to bind Dillon.
Name: _____
Title: _____
Date: _____

Per: _____
I/We have authority to bind Dillon.
Name: _____
Title: _____
Date: _____

Per: _____
I/We have authority to bind the Client.
Name: _____
Title: _____
Date: _____

Per: _____
I/We have authority to bind the Client.
Name: _____
Title: _____
Date: _____

DILLON CONSULTING LIMITED - TERMS OF ENGAGEMENT

These terms of engagement govern the services to be provided by Dillon Consulting Limited ("Dillon") to the Client and constitute part of the agreement for services between Dillon and the Client (the "Agreement"). By accepting Dillon's offer of services, the Client agrees to be bound by and comply with these terms of engagement.

1. Warranty

1.1 Dillon warrants that it will perform its services with the standard of due care and diligence usually practised by the consulting profession, at the time that the services are rendered. The Client acknowledges and agrees that all other warranties, representations or remedies, express or implied, except the warranty for loss of the work required under Section 2118 of the Civil Code of Quebec are excluded and the Client agrees to waive any right, remedy or cause of action it may have with respect to such warranties, representations or remedies. In addition, the Client agrees to defend and indemnify Dillon from all other liability, including but not limited to liability for direct, incidental or consequential damages arising in connection with Dillon's actions, whether such liability arises in contract, tort or otherwise.

2. Limitation of Liability

2.1 Dillon's liability to the Client and all claimants not party to this agreement shall be limited to injury or loss caused by negligence of Dillon and/or sub-consultants for which it is responsible. The total amount of Dillon's liability for said negligence shall not exceed the lesser of \$50,000.00 or Dillon's fees for this project in total for all claims, costs and expenses and the Client hereby waives all claims in excess of this amount howsoever arising including any claim for contribution and indemnity which the Client may have against Dillon. The Client irrevocably and unconditionally agrees to defend, indemnify and hold Dillon harmless from all claims and expenses associated therewith resulting from claims brought by other parties in excess of the aforesaid limit.

2.2 Increased liability limits may be negotiated prior to the commencement of services by Dillon upon the prior written request of the Client, the payment of an additional fee as determined by Dillon, and the prior written agreement of Dillon.

3. Confidentiality

3.1 Documents prepared by Dillon and provided to the Client (the "Dillon Documents"), such as proposal documentation, reports and any documentation containing professional advice, are intended exclusively for the purposes, project and site locations outlined in those documents. The information contained in any Dillon Document may not be appropriate for other uses by the Client or for use by third parties and any such use or reuse is at the sole risk of the user.

3.2 Certain Dillon Documents contain confidential information which is the intellectual property of Dillon and which is provided to the Client solely for the purposes outlined in the document. The Client shall not provide any such confidential information to any other person, or use the information in a manner other than prescribed in the Dillon Document or Documents without the prior written consent of Dillon.

4. Provision of Relevant Information

4.1 The Client shall provide Dillon with all relevant information of which the Client is aware and which may be required by Dillon to perform its services for the Client. Without limiting the generality of the foregoing, if the Client has knowledge of or suspects that hazardous materials may exist at any site at which services are to be performed by Dillon, the Client shall provide this information promptly to Dillon in writing.

4.2 Dillon shall not be responsible or liable for any incorrect or inadequate advice, report, recommendation, finding, decision or conduct based either directly or indirectly on inaccurate or inadequate information supplied by the Client.

5. Site Access, Subterranean Structures and Utilities

5.1 The Client shall grant or obtain free and ready access to each project site at which Dillon is to perform services for the Client. The Client shall notify all owners and occupiers of property at the project site that Dillon is to be granted free and ready access to the site.

5.2 Unless otherwise agreed in writing by Dillon and the Client, the Client shall delineate accurately on the Client's property all subterranean structures and utilities. The Client assumes sole and complete responsibility for any damage or injury caused to any person, property, subterranean structures or utilities because of incorrect or inadequate information provided to Dillon and the Client agrees to indemnify, defend and hold Dillon harmless from any claim or liability for injury or loss resulting from such damage or injury.

6. Samples

6.1 Unless otherwise agreed in writing, all samples obtained by Dillon, including soil cores, may be discarded by Dillon within 30 days after submission of Dillon's report to the Client. A mutually agreed storage fee will be charged to the Client for any samples stored longer than this 30 day period.

6.2 If any of the samples contain substances or constituents that Dillon believes may be hazardous or detrimental to the environment or human health and safety, Dillon may, at the Client's expense, return such samples to the Client or dispose of the samples in a manner deemed appropriate by Dillon.

7. Force Majeure

7.1 Notwithstanding any other provision of the Agreement, Dillon shall not be deemed in breach of the Agreement or liable for any failure or delay in performing any of its obligations under the Agreement, if the failure or delay is caused directly or indirectly by any event or circumstance beyond Dillon's control, including, without limiting the generality of the foregoing, acts of God, government or civil or military authority, inclement weather, fire, flood, labour trouble, failure of transportation, accident, act or omission of the Client or anyone employed or engaged directly or indirectly by the Client, or the discovery of hazardous or potentially hazardous materials or situations at or near the project site.

7.2 Where an event or circumstance of the kind referred to in Clause 7.1 arises, Dillon may, at its option, extend the period of time for completion of the Agreement or terminate the Agreement.

8. Payment

8.1 Unless otherwise stipulated in this agreement for services, the Client shall pay Dillon for its services as follows (applicable taxes are extra):

- (a) fees shall be paid on the basis of Dillon's current schedule of standard flat hourly rates;
- (b) routine expenses and disbursements (communications, local travel, project office supplies, production of routine documents/drawings, courier/messenger services, standard software/computer costs, and similar items) shall be paid at a standard rate of 8% of fees;
- (c) other project-related expenses and disbursements (sub-consultant/sub-contractor charges, travel beyond local area, living expenses when away from home office, advertising costs, testing services, use of specialized equipment or software, approval/permit/licence fees, project specific insurance, production of tender or other non-routine documents, and similar items) shall be paid at cost plus a 5% administration fee;
- (d) payment shall be made within thirty days of the date of Dillon's invoice;
- (e) interest shall be paid by the Client at an annual rate equivalent to the average bank prime rate plus 4% on all amounts unpaid within 30 days of the date of Dillon's invoice, with payment to be applied first to accrued interest and then to the unpaid principal amount.

9. Independent Professional Services Consultant

9.1 Unless otherwise agreed in writing by Dillon and the Client, it is acknowledged that Dillon is an independent professional services consultant in performing services under this agreement, and accordingly it is further acknowledged that Dillon is an independent contractor.

10. Defects in Service

10.1 The Client shall promptly report to Dillon any defects or suspected defects in Dillon's work or services of which the Client becomes aware, so that Dillon may take measures to minimize the consequences of such defects. Failure by the Client to notify Dillon in a timely manner shall relieve Dillon of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given. No unilateral withholdings, deductions or offsets shall be made from Dillon's compensation for any defects or suspected defects unless Dillon has been found legally liable for such amounts.

11. Suspension of Services

11.1 If the Client fails to make payments when due, or otherwise is in breach of the Agreement, Dillon may suspend performance of services upon five (5) calendar days' notice to the Client. Dillon shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension.

12. Agreement

12.1 These terms of engagement govern the services to be provided by Dillon under the Agreement, shall be amended only by the written agreement of Dillon's authorized representative and the Client, and shall not be altered or supplemented by any other understanding or agreement. The Client waives its right to unilateral rescission of contract under the Civil Code of Quebec and undertakes not to seek termination of the Agreement during the term of the Agreement.

12.2 The Agreement, of which these terms of engagement form a part, shall be governed by and interpreted in accordance with the laws of the province or territory of jurisdiction named on the Agreement for Professional Services.

12.3 Titles and section headings are for convenience of reference only and shall not be considered in interpreting the text of the terms of engagement.

12.4 If any clause in these terms of engagement is held illegal, invalid or unenforceable in whole or in part, the remaining clauses shall not be impaired and shall remain in full force and effect. All limitations of liability, releases, indemnities and similar provisions shall survive termination of the Agreement for any cause, and shall apply even in the event of the fault, negligence or other liability of Dillon, and shall extend to the officers, directors, employees and agents of Dillon.

Revised December 21, 2015

To: Council
From: Treasurer/Director of Corporate Services
Re: RFP for Website Redesign

RECOMMENDATION:

That the staff report regarding the RFP for a website redesign be received; and that Council award the RFP to GHD Digital.

ANALYSIS:

On July 17, 2025, the Municipality issued RFP 2025-010 for the Design, Hosting, and Support of a new municipal website.

The RFP closed on August 12, 2025. We received an overwhelming response to this process, with a total of 41 submissions received.

The RFPs were evaluated and scored by a committee comprised of the following individuals:

- Treasurer/Director of Corporate Services, B. Robinson
- Deputy Clerk, K. Bester
- Administrative Assistant, S. Hoyt

While numerous quality submissions were received, the following were the consensus top two submissions:

Company	GHD Digital	Loop Group
Initial Cost	\$18,786.00	\$1,750.00
Annual Cost	\$5,744.00	\$12,525.00

Both companies have a clearly demonstrated history of providing visually appealing, user-friendly and highly functional municipal websites. In addition, both are able to provide most, if not all, of the functionalities sought by the Municipality as part of this redesign project.

As can be seen from the table above, each company has a different approach to their pricing models. GHD uses a traditional approach for a higher up-front cost, and minimized annual hosting and support costs. Loop, however, uses an ongoing subscription model that is becoming more prevalent in software program offerings.

The Loop proposal is for a three-year term, after which point the Municipality can either renew for an additional three-year term, which includes a refresh of the site, or continue with the existing site on an annual basis. Over those three years, the total cost of each proposal is approximately equal, however GHD's proposal becomes significantly less costly if a longer time between refreshes is desired.

The evaluation committee believes that there is a slight edge to the visual presentation of the Loop websites. As well, there is a variety of expanded functionalities offered by the Loop CMS, such as a mobile application, service request reporting, and waste collection schedules, for an additional fee. While intriguing, the actual value of these add-ons is uncertain.

With consideration to all aspects of each proposal, staff are recommending that the RFP be awarded to GHD digital.



**NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING
TO INFORM THE PUBLIC OF A ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council for The Corporation of the Municipality of Powassan has received a complete application under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to inform the public of a proposed Zoning By-law Amendment.

The public meeting is being held for the application described below to enable interested members of the public to understand and comment on the proposed Zoning By-law Amendment application.

DATE AND LOCATION OF PUBLIC MEETING

File #: 2025-03
Date: **Tuesday, September 2, 2025**
Time: 6:00 pm
Location: Municipality of Powassan – 252 Clark Street

PURPOSE AND EFFECT OF THE ZONING BY-LAW AMENDMENT

The purpose and effect of the proposed Zoning By-Law Amendment is to amend the Restricted Area Zoning (By-Law No. 2003-38), as amended, for the lands described as 12 PCL 3083 SEC NS; LT 28 CON 12 HIMSWORTH EXCEPT LT16353, PT 4 PSR1819; POWASSAN, (Civic Address: 911 Highway 534), in the Municipality of Powassan to allow future residential development.

The application, if approved, would rezone the subject land from Open Space (OS) Zone to Rural (RU) Zone.

ADDITIONAL INFORMATION

A key map showing the land to which the proposed amendment applies is provided with this notice. Any person who participates in the meeting can speak to the application with questions, concerns or support.

No one other than the applicant, the municipality, certain public bodies and the Minister may file an appeal of the decision.

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 Zoning By-law Amendment, 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.

Additional information regarding the proposed amendment is available to the public for inspection at the Municipality of Powassan Municipal Office located at 250 Clark Street on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m. please call (705) 724-2813.

Mailing Date of this Notice: **August 11, 2025**

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

Location Map



FINAL OFFICIAL PLAN REPORT

TO: Municipality of Powassan Council

FROM: Stefan Szczerbak, Planscape Inc.

DATE: July 24, 2025

SUBJECT: Revisions to the Official Plan following the May 14, 2025 Public Meeting and Recommendation to Adopt the new Official Plan

BACKGROUND

This Report has been prepared to provide the reader with a summary of the revisions that have been made to the attached Draft Official Plan. Based on the initial Request for Proposals, the Municipality asked the successful consultant to review the following and include new applicable policies:

- Undertaking a socio-cultural review with an emphasis on the Municipality's historical and heritage assets;
- New policies connected to the 2019 Municipal Asset Management Plan;
- Policies that recognize the capacity of the Municipality's water and wastewater services;
- Development of appropriate transportation policies;
- Integration of employment policies which fully consider a changing economy;
- Review of the downtown core areas and integrate policies which consider the needs and expectations of existing and future businesses (e.g. community improvement, mixed-use development opportunities, etc.); and
- Development of urban forestry guidelines and policies which will address existing streetscapes and natural areas. The Background Report will be presented to Council in late winter/early spring.

The Final Plan for consideration has been prepared following the Public Open House and the Statutory Public Meeting held on May 14, 2025. In addition, initial suggested policy directions were received from the Province during a pre-consultation with various ministries held on January 11, 2022. Formal comments from the Province on the first draft of the Official Plan have not been received.

Very few comments were received from the public and many were for clarification of the data obtained from the Province or site specific questions. We have also incorporated the comments received from staff. Many of these comments were helpful in improving the accuracy of the final document.

While it is difficult to review every change noted throughout this process, we included a “track changed” version since the Public meeting held on May 14, 2025 and a “clean version” for review.

We are requesting that Council consider adopting the attached Version and instruct staff to forward this to the Province for review and final approval. However, Council (as a whole) can still request revisions and depending on the number of revisions or the complexity of any recommended changes, it may be beneficial to make these changes after the meeting and present Council with an amended document at the next available meeting.

Based on our review of the Official Plan and the recommended changes, it is our professional opinion that this latest draft conforms to the 2024 Provincial Planning Statement and meets any applicable requirements, set out in the Planning Act.

A By-law to adopt the Final Official Plan has been prepared and included in this Report as Attachment 5. Following adoption of the Final Official Plan, a Notice of Adoption will be prepared and administered in accordance with the requirements of the Planning Act.

RECOMMENDATION:

Council has the following recommended options in regard to the adoption of the Official Plan:

- 1) To receive the Staff Report regarding the Final Official Plan dated August xx, 2025;
AND, EITHER OPTION #2, #3 or #4
- 2) To adopt the Final Official Plan as prepared for the August XX, 2025, Council meeting and to send the Final Official Plan (subject to minor revisions as required) to the Ministry of Municipal Affairs and Housing for approval. OR
- 3) To adopt the Final Official Plan as prepared for the August XX, 2025, Council meeting and to send the Final Official Plan to the Ministry of Municipal Affairs and Housing for approval with the following revisions as directed by Council: _____. OR
- 4) To defer a decision on the adoption of the Final Official Plan as prepared for the August XX, 2025, Council meeting prior to sending the Final Official Plan to the Ministry of Municipal Affairs and Housing for approval to provide Planning Staff an opportunity to review and address comments received at the August XX, 2025 Council meeting.



ATTACHMENTS:

Attachment #1 –Comment Response Table to Comments in Final Official Plan

Attachment #2 - Track Changes Version of Official Plan (July, 2025)

Attachment #3 – Clean Final Official Plan Text (July, 2025)

Attachment #4 – Final Official Plan Schedules and Appendices (July, 2025)

Attachment #5 – By-law to Adopt Final Official Plan

Respectfully submitted,

PLANSCAPE INC.

A handwritten signature in black ink, reading "Stefan Szczerbak". The signature is fluid and cursive, with the first name "Stefan" and last name "Szczerbak" clearly distinguishable.

Stefan Szczerbak, M.Sc, MCIP RPP
Principal





OFFICIAL PLAN

August __, 2025

Prepared by:





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MINISTERS APPROVAL

OFFICIAL PLAN FOR THE MUNICIPALITY OF POWASSAN

The Official Plan for the Municipality of Powassan, which was adopted by the Council of the Corporation of the Municipality of Powassan, on the _____ day of _____ 2025, by By-law No. _____, is hereby approved in accordance with Section 17 of the Planning Act, R.S.O. 1990, c.P. 13, as amended, as the Official Plan for the Municipality of Powassan.

Date

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. _____

The Council of the Corporation of the Municipality of Powassan in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13, c.1, as amended, hereby enacts as follows:

1. THAT the Official Plan for the Municipality of Powassan, being the attached text and Schedules 'A', 'B1', 'B2', 'C', 'D', 'E', and 'F' including Appendix '1' is hereby adopted.
2. THAT the Clerk is hereby authorized and directed to make application to the Minister of Municipal Affairs for the approval of the aforementioned Official Plan for the Municipality of Powassan and to provide such information as required by Section 17 (7) of The Planning Act, R.S.O. 1990, Chapter 13, c.1, as amended.
3. THAT upon approval of this Plan by the Minister of Municipal Affairs and Housing, the Official Plan for the Municipality of Powassan is hereby rescinded.
4. THIS By-law shall come into force and take effect on the day of passing thereof subject to receiving the approval of the Minister of Municipal Affairs.

Enacted and passed this ____ day of _____ 2025.

Mayor

Clerk

Certified that the above is a true copy of By-law No. _____ as enacted and passed by the Council of the Corporation of the Municipality of Powassan on the _____ day of _____, 2025.

1.0 INTRODUCTION

1.1 Community Profile

Located in the Almaguin Highland region of the Canadian Shield the Municipality of Powassan is defined by the beauty of its natural heritage, its relationship to transportation networks and agricultural strength. The current boundaries of the Municipality of Powassan are within the traditional area of the Anishinaabe peoples and are part of the Robinson Huron and Williams Treaties areas. As of the 2021 census, the municipality has a population of 3,346 residents and encompasses an area of approximately 3,346 km², including two settlement areas: the fully serviced former Town of Powassan and the privately serviced settlement area of Trout Creek.

Both the Town of Powassan and Trout Creek were founded with sawmills and dams forming their historic cores. The name “Powassan” finds its roots from the Ojibway word meaning “bend, or bend in the river” as the original community was located near South River at what is now Bingham Chute. As rail construction moved north towards Powassan the community relocated eastwards, away from Bingham Chute towards the new rail line and the prosperity it promised. To the south, Trout Creek was founded where the newly constructed Northern and Pacific Junction Railway line intersected with the Trout Creek and lumber industry it sustained.

Over the course of the 20th century, new north/south transportation links connecting Southern Ontario with Northern Ontario emerged and grew in importance. Highway 11 emerged as one of the principal north-south provincial corridors, bisecting the Municipality and connecting both Trout Creek and Powassan.

In the late 1990s, the province moved forward with a decision to twin Highway 11 to improve connections between urban centres in the north with ones in the south. As a result of this construction, both communities have experienced a long-term decline in the commercial viability of main street businesses that were associated with the highway traffic.

Today, the Municipality of Powassan is emerging from this period with an ability to harness emerging trends of remote work, more attention to work/life balance and a growing interest in outdoor recreation. With its access to an extensive recreational trail network, proximity to Algonquin Park, opportunities for hunting and fishing and stunning rivers and lakes the Municipality offers both residents and

visitors a high quality of rural life while offering rapid connections to nearby major urban centres.

1.2 Intent

This plan seeks to identify opportunities for new growth in rural areas of the municipality while protecting identified agricultural areas. It also will support urban service areas to adapt to limited growth conditions while creating new transportation linkages and improving urban design.

This 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 intended to guide future development to areas where it is most suited and to protect the physical and natural resources of the Municipality to provide sustainability and allow for its continued enjoyment.

This new Official Plan is an update to the 2003 Official Plan. The updated plan provides new policies and direction to assist the Municipality in meeting the rules and regulations set out by the Province of Ontario and various Ministries. This Plan establishes policies that will be considered throughout the development approval process and when considering public works and other municipal services and is informed by the following policies:

1.3 Title and Components

The text of this Plan, Schedules 'A', 'B', 'C', 'D' and 'E' as well as Appendix '1' shall constitute the Official Plan for the Municipality of Powassan.

This Official Plan and its implementing Zoning By-law will replace the existing regulatory framework to guide future land use decisions in the Municipality.

1.4 Provincial Policy

In preparing this Plan, regard has been had for Section 2 of the Planning Act, and the Provincial Policy Statement ("PPS"), issued under Section 3 of the Planning Act. This Plan does not replicate the wording of that document. However, it is consistent with the policies of the PPS as they relate to the Municipality of Powassan.

This Plan has also had regard to the relevant provisions of the Growth Plan for Northern Ontario.

2.0 BASIS

This Section of the Plan identifies the primary factors that have been considered in the preparation of this Plan. Should any of these factors change significantly, the Plan should be reviewed to determine whether major policy or land use designation changes are warranted.

- 2.1 The Powassan Urban Area is the only fully serviced community in the Municipality, and as such, it represents an opportunity for sustainable growth which makes wise use of existing public infrastructure. However, to accommodate growth in the community, improvements to the sewage treatment systems are necessary.

Population data used to project and determine future household and lot creation demands are based on population, housing and lot creation trends over the past 15 years. Since the last census the Powassan Urban Area has experienced a population decline of 7.6% from 1,343 (2016) to 1,241 (2021). The population decline is a concern for the community and this Plan offers a number of tools to encourage new economic and population growth.

Core to the long-term economic health of the Municipality and its residents, is that new development should be encouraged to locate appropriately within the fully serviced Powassan Urban Service Area, so as to take advantage of existing hard and soft services as they best align with the goals of the Strategic Asset Management Plan

In recent years, the pandemic has contributed to accelerated technological transformations that allow an increasing number of individuals to work and live remotely. As a result, the Municipality has experienced an increased interest in surrounding rural severances outside of the designated urban areas. This plan seeks to facilitate additional rural severances, where appropriate, and in a manner that protects future residents from the increasing risk of natural hazards.

The natural beauty of the Municipality of Powassan is a draw for residents and tourists alike, but the area is under increasing stress because of climate change. The Municipality is susceptible to the effects of climate change from increased variability of temperature and precipitation, leading to a higher risk of flooding and fires. This plan will provide the Municipality and its residents with tools to take proactive steps to mitigate and adapt to the increasing threat of climate change.

In the face of the risks associated with climate change and municipal fiscal responsibility, the Municipality has developed an Asset Management Plan to guide

future investment. These principles provide for a forward-looking community-focused approach that is fiscally prudent and prioritizes sustainable economic development while respecting and maintaining ecological and biological diversity. The principles of the Asset Management Plan have been integrated into this plan.

- 2.2 This Plan designates sufficient lands to meet the residential and commercial growth of the community over the next 20 years and to make the most efficient use of the existing municipal services in the Urban Service Area. Population data used to project population and determine future household and lot creation demands, are based on population, housing and lot creation trends over the past 15 years. It is anticipated that residential growth will occur at an average rate of 25 persons per annum.
- 2.3 Outside of the Powassan Urban Service Area, the Trout Creek Settlement Area will remain as a privately serviced area.
- 2.4 There are waterfront sites that front onto rivers, streams and larger bodies of water throughout the Municipality that could be developed to accommodate additional seasonal/recreational growth.
- 2.5 There are areas of the Municipality of Powassan that contain non-renewable resources including aggregates and tertiary resources. These resources will continue to be important for future use and economic development in the Municipality.
- 2.6 There are significant areas in the Municipality of Powassan that are environmentally sensitive and need to be protected from incompatible land uses and activities. There is sufficient land in the Municipality available to meet the needs for development without needing to develop lands that are environmentally sensitive.
- 2.7 Council shall promote the sustainable economic development of the Municipality by:
 - i) Supporting growth in the permanent and seasonal residential sectors;
 - ii) Supporting the continued development of the Fairview Industrial Park;
 - iii) Providing support for local business and community events;
 - iv) Supporting the development of additional high-visibility commercial and industrial opportunities along Highway 11, consistent with MTO requirements;
 - v) Pursuing and Promoting new Business Opportunities throughout the Municipality; and

- vi) Developing recreation and leisure opportunities.
- 2.8 Council shall preserve agricultural lands, protect ongoing agricultural operations and encouragement of on-farm diversified uses as they are important to the economy of the area and the well-being of its residents.
- 2.9 New tourism development that is compatible with the environment and surrounding land uses are to be encouraged as a means of improving employment opportunities within the Municipality and supporting the economic well-being of the residents.

3.0 OBJECTIVES

This section of the Plan establishes the principles that will guide future development in the Municipality of Powassan. The policies and land use designations contained in the Plan are based on achieving these objectives. If clarification of the intent of the Official Plan policies is required, Council should refer to the objectives listed in this section.

The **Objectives** of this Plan are as follows:

- 3.1 To create a sense of community and develop a clear strategy for the physical development of the Municipality as a single entity;
- 3.2 To encourage the creation of a full range of housing options, including affordability needs, by encouraging, permitting and facilitating;
 - i) a variety of housing options required to meet the social, health, economic and well-being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 - ii) all types of residential intensification, including the conversion of existing commercial and institutional buildings for residential use, development and introduction of new housing options within previously developed areas, and redevelopment which results in a net increase in residential and additional/secondary residential units.
- 3.3 To direct new residential development primarily to the Urban Service Area, to the extent that it can be accommodated on full municipal services, and secondarily to the Trout Creek Settlement Area. Rural severances are to be permitted where it will not negatively affect the rural character of the community or impact agricultural viability.
- 3.4 To ensure that natural resource activities, including agriculture, forestry, hunting, fishing and other recreational activities can continue in a manner that is sustainable.
- 3.5 To encourage diversified economic growth and promote tourism that is compatible with the character and environment of the Municipality.
- 3.6 To ensure that agricultural activities can continue and expand in order to adapt to changing market conditions.

- 3.7 To maintain or enhance the rural character and natural features of the Municipality.
- 3.8 To encourage sustainable growth in the Trout Creek Settlement Area on private services that will provide a more complete range of services and opportunities in that community.
- 3.9 To avoid land use conflicts and premature development that may limit the appropriate and desirable development of the Municipality in the future.
- 3.10 To establish a level of service in the Municipality that recognizes the limited financial resources of the community.

4.0 GENERAL DEVELOPMENT POLICIES

These policies apply to all development in the Municipality. When considering proposals for development, Official Plan Amendments, Zoning By-law Amendments, Consents, Subdivision or any other form of development requiring approval from the appropriate approval authority, the following policies should be considered.

4.1 Aggregate and Mineral Resources

4.1.1 Areas having high mineral potential are identified as Bedrock Resources, Primary Sand and Gravel Resources and Tertiary Resources on Schedule 'B2'. These areas shall be protected for long-term use for resource extraction, except when they are located within a settlement area or an area that would normally include sensitive land uses (e.g. seasonal residential uses along lakes and rivers, etc.). Development of these areas for purposes other than resource extraction will not be permitted except where it can be demonstrated that the proposed development has a greater long-term public interest than the extraction of the resource and will not hinder or preclude the establishment of future extractive activities and that issues of public health, public safety and environmental impact are addressed, or that the extraction of the resource is not feasible due to surrounding land uses or other physical or human-made features. Proponents of non-extractive land uses in these areas will be required to provide a justification to the satisfaction of the appropriate approval authority to support alternate land use proposals. Technical reports may be required as part of the justification for existing residential uses and environmentally sensitive lands. New aggregate extraction uses, except for wayside pits and quarries, portable asphalt plants and related uses, will require an amendment to the Zoning By-law.

4.1.2 Wayside pits, wayside quarries and portable asphalt plants are permitted without an amendment to this Plan or the implementing Zoning By-law except in areas within 300 metres of an existing residential use and environmentally sensitive lands. New aggregate extraction uses, except for wayside pits and quarries, portable asphalt plants and related uses, will require an amendment to the Zoning By-law.

4.1.3 When considering applications for re-zoning to permit new or expanded extractive activities Council will require:

- i) a feasibility study and financial impact statement;
- ii) the submission of an environmental impact study;
- iii) a site and extractive staging plan;

- iv) a report on the haul routes and potential impact on municipal roads;
- v) a rehabilitation plan, and,
- vi) that applicants consider the requirements of the Ministry of Natural Resources and Forestry under the Aggregate Resources Act.

4.1.4 New or expanding mineral resource operations should be well removed from sensitive land uses, including residences. When applications are made under the Planning Act for a new or expanding mineral resource operation, the appropriate approval authority shall consider the Ministry of Environment, Conservation and Parks Guideline D-6, “Compatibility between Industrial Facilities” in determining the minimum separation distance separation of a Class III industrial facility as set out in applicable Sections.

New or expanding operations may also be subject to Site Plan Control agreements as per Section 41 of the Planning Act.

4.1.5 Where development is proposed in proximity to existing mineral resource operations, the development shall be set back and buffered sufficiently to ensure that the development is not adversely affected by noise, dust or other health and safety issues related to the mineral resource operation.

Where the development proposal is for a sensitive land use, including a residence, the development proponent shall demonstrate to the satisfaction of the appropriate approval authority that there will be no adverse effects from noise, odor or other contaminants on the proposed development from the existing mineral resource operation. The appropriate approval authority will consider the Ministry of Environment Guideline D-6, “Compatibility between Industrial Facilities” in determining the minimum separation distance separation of a Class III industrial facility as set out in the applicable Sections.

4.1.6 Best-practice rehabilitation to accommodate subsequent land uses will be required for new or expanding mineral resource operations. The implementation of best-practice rehabilitation requirements will be considered by the Municipality at the time an application is made under the Planning Act.

4.1.7 For development applications within 1000 metres of an Abandoned Mines Information System (AMIS) site, it is required that Northern Development and Mines be contacted for an assessment of the AMIS features.

4.2 Establishing Influence Areas for Aggregate Extractive Land Uses

The Ministry of Environment recommends that influence areas for aggregate land uses will always need to be assessed individually. Where new aggregate extractive

land uses are proposed in proximity to sensitive land uses, technical studies prepared by a qualified professional in keeping with the Ministry of Environment's D-Series Guidelines on Land Use Compatibility will need to demonstrate the actual influence area of the proposed aggregate land use. Similarly, where new sensitive land uses are proposed within proximity to existing aggregate extractive land uses, technical studies which determine the actual influence area of the aggregate land use will need to be prepared by qualified professionals in keeping with the Ministry of Environment's D-Series Guidelines on Land Use Compatibility. In both circumstances, technical studies must demonstrate that land use compatibility is feasible, and the mitigative measures recommended in the studies, if any, will need to be carried out through a planning process. Where technical studies identify irreconcilable incompatibilities where impacts from discharges and other compatibility problems cannot be reasonably mitigated, the proposed new development shall not proceed.

4.3 Agricultural Uses

- 4.3.1 All agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices shall be used in accordance with appropriate rural zoning.
- 4.3.2 Any development occurring in the vicinity of livestock operations and new or expanding livestock operations shall meet the requirements of the Minimum Distance Separation (MDS) Formulae. The MDS formulae will be incorporated into the Municipality's comprehensive Zoning By-law.
- 4.3.3 Where intensive livestock operations are proposed, Council may pass a by-law requiring the preparation of a nutrient management plan as a condition of issuing a building permit. The nutrient management plan shall demonstrate that there is sufficient land available to the livestock farm operator to dispose of the nutrients generated on the site in an environmentally sound manner.
- 4.3.4 When considering applications for new lots and other developments that may restrict the use of land for agricultural purposes, Council shall consult with the agricultural community to ensure that the development proposed will not adversely affect the ability of the agricultural uses to operate and expand to meet changing economic conditions.
- 4.3.5 As a condition of approval for non-agricultural land uses in areas formerly used for agricultural purposes Council may require proof that groundwater meets Provincial guidelines for potable drinking water.

4.4 Archaeological Resources

- 4.4.1** To protect areas of archaeological potential a 300-metre development buffer zone shall be established from any water source.
- i) If new development is proposed within the 30-metre buffer zone and the area has been previously developed, Council may require the submission of a Stage One Archaeological Assessment.
- 4.4.2** If any development is proposed in proximity to any registered archaeological site, and/or areas of archaeological potential, Council may require the submission of a Stage One Archaeological Study. If there is a likelihood that an archaeological site exists, further studies will be required to determine the nature and extent of the feature.
- 4.4.3** Archaeological assessment reports shall be conducted by a licensed archaeologist in compliance with guidelines set out by the Ministry of Tourism, Culture and Sport. Where assessments identify previously unknown archaeological resources, the Municipality shall archive the information as part of a heritage resource information base.
- 4.4.4** Where archaeological sites are found in the Municipality they shall be reported to the appropriate Provincial agency. Based on the extent and significance of the findings, Council may:
- i) require the site to be preserved in its natural state;
 - ii) require that portions of the site remain preserved through the development process; or
 - iii) require that artifacts found on the site be removed and preserved for public education.
- 4.4.5** Council shall consult appropriate government agencies, including the Ministry of Tourism, Culture and Sport and the Ministry of Consumer and Commercial Relations when an identified human cemetery, marked or unmarked human burial is affected by land use development. The provisions under The Heritage Act and The Cemeteries Act shall apply.
- 4.4.6** Council shall consult with Indigenous communities to ensure their interests are considered when identifying, protecting and managing archaeological resources, built heritage resources and cultural heritage landscapes.

4.5 Crown Lands

- 4.5.1** This Plan recognizes that the Province has the ultimate jurisdiction for determining

the use of Crown land. Council encourages the preservation of Crown lands in the Municipality for the use and enjoyment of residents and tourists, as well as resource management activities.

4.5.2 Resource management activities shall be conducted in accordance with the standards and guidelines established by the Ministry of Natural Resources and the Ministry of Northern Development and Mines.

4.5.3 Resource extraction activities on Crown lands are under the jurisdiction of the Province.

4.6 Cultural Heritage Resources

4.6.1 The municipality shall use the authority and tools provided by legislation, policies, and programs, including the Ontario Heritage Act, the Planning Act, the Provincial Policy Statement, the Environmental Assessment Act and the Municipal Act;

4.6.2 The Municipality shall protect and conserve cultural heritage resources in accordance with applicable legislation and recognized heritage protocols. In this regard, the Municipality:

- i) Shall maintain a Register of Cultural Heritage Resources in accordance with the Ontario Heritage Act;
- ii) May designate cultural heritage resources, under the Ontario Heritage Act;
- iii) May establish heritage conservation districts and adopt heritage conservation district plans for each district;
- iv) May establish guidelines on the management of cultural heritage resources under the Ontario Heritage Act;
- v) May establish policies and/or urban design guidelines to recognize the importance of an area's cultural heritage context and identity; and
- vi) May impose conditions on development, providing for:
 - i) The provision of easements or covenants for the conservation of cultural heritage resources; and
 - ii) The implementation of appropriate conservation, restoration, or mitigation measures to ensure the conservation of any affected cultural heritage resources.

- 4.6.3 The Register of Cultural Heritage Resources shall be periodically updated to determine if additional properties warrant inclusion or if additional information is required in respect to the heritage attributes of designated cultural heritage resources including cultural heritage landscapes to conserve cultural heritage resources on an ongoing basis.
- 4.6.4 Development shall be designed to conserve designated cultural heritage resources including cultural heritage landscapes.
- 4.6.5 Development and site alteration adjacent to a property with a protected cultural heritage resource shall ensure that the heritage attributes of that property are conserved.
- 4.6.6 Development shall be encouraged to retain, rehabilitate, and adaptively reuse cultural heritage resources identified on the Register as an integral part of the development in order to maintain and enhance the identity and character of the Municipality.
- 4.6.7 The Municipality may require a Cultural Heritage Impact Assessment or a Cultural Heritage Conservation Plan, prepared by a qualified professional where development is proposed:
- i) Adjacent to, or in the immediate vicinity of, a building, structure or landscape designated or on the register under the Ontario Heritage Act; or
 - ii) Within or adjacent to, or in the immediate vicinity of, a Heritage Conservation District.

4.7 Earth and Life Scientific Areas

- 4.7.1 The following Earth Science Areas and Life Science Areas have been identified within the Municipality and spanning into adjacent municipalities:
- South River Conservation Reserve; and
 - Graham Hill Earth Science Area.
- 4.7.2 New development shall not be permitted on these lands. Council will encourage the maintenance and preservation of these areas to promote the history of the Municipality and attract additional investment in tourism. Development that does not negatively impact the natural features or ecological function, for which the area has been identified, may be permitted on adjacent lands.

4.8 Economic Development

Employment lands are designated in both Powassan Urban Service Area and Trout Creek Settlement Area and may be permitted in appropriate locations in the Rural areas. Opportunities for additional highway commercial and tourism commercial activities are encouraged throughout the Municipality in appropriate locations.

- 4.8.1 The Municipality is encouraged to prepare an Economic Development Strategic Plan to identify areas of economic growth potential and update this plan as required.
- 4.8.2 The Municipality is encouraged to seek opportunities for collaboration and cost-sharing for economic development with other neighbouring municipalities as well as governmental and non-governmental bodies.

4.9 Dark Sky Lighting and Design Policies

- 4.9.1 Dark sky lighting policies shall be implemented by By-law and will apply to all development, including residential, commercial, industrial and institutional uses, and are implemented primarily through Site Plan Control or other development agreements.
- 4.9.2 New and existing development is encouraged to provide exterior lighting that avoids light trespass and does not impose glare on neighbouring properties. In all cases, lighting must be designed to direct downwards rather than outwards.
- 4.9.3 Exterior lighting shall not interfere with water navigation.
- 4.9.4 The intensity of light on both existing and new development should be reduced where possible to minimize the impact on surrounding properties. Exterior floodlights are not permitted.
- 4.9.5 Full cut-off dark sky compliant lighting will be required for all new development and, where appropriate, redevelopment. Low level lighting is encouraged.
- 4.9.6 In the case of major development, a detailed lighting plan will be required.

4.10 Environmental Impact Assessments

- 4.10.1 Where this Plan makes reference to Environmental Impact Assessment Reports the report shall include the following:
 - i) The proposed development;
 - ii) The significant features within the surrounding area;

- iii) The potential impacts of the development on the natural feature;
- iv) Options for locating the development in a less sensitive area;
- v) Techniques that should be used to mitigate potential impacts;
- vi) Means to implement the mitigation measures, and
- vii) Potential impacts that cannot be mitigated through known measures.

4.10.2 Any development that has satisfied the provisions of the Environmental Assessment Act will not require further study to satisfy this policy.

4.11 Environmental Protection

4.11.1 No development shall be permitted that results in the degradation of the quality and integrity of the ecosystem, including air, water, land and plant, animal and human life. The Municipality of Powassan will encourage the restoration or remediation of any lands where the quality and integrity of an ecosystem has been impacted.

4.12 Fish Habitat

4.12.1 Water resources and vegetation abutting watercourses will be maintained in a clean and healthy condition in order to protect aquatic life, habitat, and functions.

4.12.2 Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

4.12.3 A Fish Habitat Assessment will not generally be required for inland development provided the setback, vegetation buffer, stormwater management and slope-related policies of this Plan are satisfied and the proposal involves the following:

- i) Single or two-lot severance;
- ii) Construction of a single-detached dwelling and/or accessory buildings on an existing lot;
- iii) Minor site alterations;
- iv) Minor changes in existing land use; or,
- v) Other types of development or site alteration occurring over 100 metres away from the natural features, which will not produce offsite impacts on the feature through servicing requirements or other related activities.

4.12.4 A Fish Habitat Assessment shall generally be required where the development would not meet applicable provincial and federal requirements or exemptions listed in 4.11.3 and where:

- i) Shoreline structures are proposed within identified Unknown or Type 1 Fish Habitat;
- ii) Development is proposed on adjacent lands to identified Unknown or Type 1 Fish Habitat; or,
- iii) Confirmation of the actual location, extent and classification of the fish habitat is requested based on a site inspection of the property.

4.13 Forestry

4.13.1 Where forestry activities occur on private lands within the Municipality, buffer areas should be provided between clear-cut areas and municipal roadways, shoreline areas and environmentally sensitive areas. Reforestation in areas where forest resources have been depleted is encouraged.

4.13.2 The maintenance of forest cover within 30 meters of rivers and stream banks is encouraged. A minimum buffer of 60 meters adjacent to public roadways and areas of high visibility should be left in a natural state.

4.14 Housing Policy

4.14.1 Council shall work with all available partners to facilitate the construction of a full range of housing options including affordable housing by permitting and facilitating:

- i) All housing options required to meet the social, health, economic and well-being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
- ii) All types of residential intensification, including the conversion of existing commercial and institutional buildings for residential use, development and introduction of new housing options within previously developed areas, and redevelopment which results in a net increase in residential and additional/secondary residential units.

4.14.2 Council shall promote densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation.

4.14.3 Council may use a Community Improvement Plan (CIP) to incentivize the creation of affordable housing units through the provision of the following incentives:

- i) Fee and permit reductions or exemptions;
- ii) Tax increment equivalent grants and deferrals;
- iii) Other charges and fee reductions and waivers; and
- iv) Grants and loans for specific initiatives.

4.15 Additional Residential Units and Converted Dwellings

4.15.1 Additional Residential Unit (ARU) means a separate, self-contained dwelling unit located within a single detached, semi-detached dwelling or street townhouse dwelling, or within a detached building ancillary to such dwelling, and which is located on the same lot as, and is clearly subordinate to the principal dwelling.

4.15.2 The development of additional residential units within the Municipality is encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the residential character of the dwellings in the area.

4.15.3 The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Municipality has deemed it to be appropriate based on such considerations as the location, parking, nature and character of existing development, existing level and capacity of municipal or private services and presence of natural hazards and/or other constraints (e.g. fire safety, etc.).

4.15.4 To this end, the Municipality shall establish the appropriate zones and zoning provisions to permit the establishment of up to three additional residential unit(s) within a single detached, semi-detached, townhouse and/or in an accessory structure to the main dwelling.

4.16 Human Made Hazards

4.16.1 Human-made hazards consist of mine hazards or former mineral resource operations, contaminated sites, and rail lines. Known contaminated sites are depicted on Schedule 'B' of this Plan.

4.16.2 Where development is proposed on lands which include, or are abutting, or adjacent to lands affected by mine hazards or former mineral resource operations, the development will be permitted only if rehabilitation measures to address and mitigate known or suspected hazards are under way or have been completed. The approval authority will require documentation from a development proponent to

this effect. Approvals are not to be conditional upon the future rehabilitation of mine hazard or former mineral resource operation. Where rehabilitation has not occurred or is not underway, the development shall not proceed.

- 4.16.3 Where development is proposed on lands impacted by a contaminated site, the contaminated site will be restored as necessary prior to any activity occurring on the site associated with the proposed use such that there will be no adverse effect. Contaminated sites include lands where contaminants may be present due to previous uses.
- 4.16.4 Prior to development occurring, the appropriate approval authority shall ensure the proper decommissioning and clean-up of contaminated sites. Applications for the development or redevelopment of a contaminated site or a potentially contaminated site shall be accompanied by a Record of Site Condition acknowledged by the Ministry of Environment, and if necessary, a site remediation plan prepared in accordance with the Ministry of Environment's guidelines. Where the Record of Site Condition indicates that remediation is necessary, the approval authority shall require that such remediation occurs through the planning process, such as through the imposition of conditions of land division approval. Where development is proposed adjacent to a rail line, Council shall ensure that it does not impede the continued viability of the rail line. Potential locations for grade separated crossings may be identified and, as a condition of development approval, Council may require a rail crossing to be funded entirely by the developer.

Residential and other sensitive land uses proposed within 300.0 metres of a railway right-of-way may be required to undertake noise studies, to the satisfaction of the Municipality and authority having jurisdiction in consultation with the appropriate railway, and shall undertake appropriate measures to mitigate any adverse effects from noise that were identified. A 30.0 metre railway setback will generally be required for all buildings.

Residential and other sensitive land uses proposed within 75.0 metres of a railway right-of-way may be required to undertake vibration studies, to the satisfaction of the Municipality and the authority having jurisdiction in consultation with the appropriate railway, and shall undertake appropriate measures recommended in those studies to mitigate any adverse effects from vibration that were identified.

All proposed development located adjacent to railways shall ensure that appropriate safety measures such as increased setbacks, berms, security fencing, and sightline requirements of Transport Canada are provided, to the satisfaction of the Municipality in consultation with the appropriate railway.

Implementation and maintenance of any required rail noise, vibration and safety

impact mitigation measures, along with any required notices on title, such as warning clauses and/or environmental easements, will be secured through appropriate legal mechanisms to the satisfaction of the Municipality and the appropriate railway.

4.17 Land Use Compatibility

4.17.1 Whenever a change in land use is proposed, through any application made under the Planning Act, consideration shall be given to the effect of the proposed use on existing land uses. Where there are potential compatibility concerns, Council will only approve the development when it is satisfied that compatibility issues have been adequately addressed.

4.17.2 Incompatible land uses are to be protected from one another. While buffers between incompatible land uses may be used to prevent or minimize adverse effects, distance is often the only effective buffer, and therefore adequate separation distance, based on a major facility's influence area, is the preferred method of mitigating adverse effects. The separation distance should be sufficient to permit the functioning of the incompatible land uses without adverse effect occurring.

4.17.3 Establishing Influence Areas for Industrial Land Uses

In absence of establishing actual areas of influence for industrial land uses, the following separation distances between industrial and sensitive land uses should be used:

- a) 1000 metres between Class 3 industrial uses and sensitive land uses;
- b) 300 metres between Class 2 industrial uses and sensitive land uses; and
- c) 70 metres between Class 1 industrial uses and sensitive land uses.

Where new industrial uses are proposed to be located in proximity to sensitive land uses at distances less than those prescribed above, technical studies will first need to be produced to establish the actual influence area of the industrial land use. Where new sensitive land uses are proposed to be located in proximity to industrial land uses at distances less than those prescribed above, technical studies will first need to be produced to establish the actual influence area of the industrial facility. At no time will the actual influence area of the industrial land use or facility be less than the following:

- a) 300 metres for Class 3 industrial land uses and facilities;
- b) 70 metres for Class 2 industrial land uses and facilities; and
- c) 20 metres for Class 1 industrial land uses and facilities.

The actual influence area of a particular class of industrial land use will be established through technical studies by qualified professionals, prepared in keeping with the Ministry of Environment, Conservation and Parks D-Series Guidelines on Land Use Compatibility. Once the actual influence area is known, and mitigation techniques have been identified, a proposal for a change in land use can proceed, subject to its appropriateness as demonstrated by the technical studies, and subject to the implementation of the findings of the technical studies through the planning process. Where technical studies identify irreconcilable incompatibilities where impacts from discharges and other compatibility problems cannot be reasonably mitigated, the proposed new development shall not proceed.

4.17.4 Development in Proximity to Sewage Treatment Plants

Where development is proposed between 100 and 150 metres of the sewage treatment plants and waste stabilization ponds, the appropriate technical studies should be carried out by qualified professionals in keeping with the Ministry of Environment, Conservation and Parks D-Series Guidelines. Mitigative measures recommended in the studies, if any, will need to be carried out through a planning process. Where technical studies identify irreconcilable incompatibilities where impacts from discharges and other compatibility problems cannot be reasonably mitigated, the proposed new development shall not proceed.

Development will not be permitted within 100 metres of a sewage treatment plant or waste stabilization ponds.

Should plant capacity exceed 25,000 cubic metres per day, new policies will be developed by Council and added as an amendment to this plan.

4.17.5 Development in Proximity to Operating or Closed Waste Disposal Sites

Where new development is proposed within 500 metres of the boundary of an operating or closed waste disposal site, a feasibility study in keeping with the Ministry of Environment's D-Series Guidelines will need to be prepared by a qualified professional to ensure that there will be no adverse effects from methane gas, leachate, ground water discharge, odour, noise, dust or other contaminants from the waste disposal site on the proposed use. Mitigative measures

recommended in the feasibility study, if any, will need to be carried out through a planning process. Where the feasibility study identifies irreconcilable incompatibilities where impacts from discharges and other compatibility problems cannot be reasonably mitigated, the proposed new development shall not proceed.

Where development is proposed within 30 metres of a waste disposal site's fill area, the proposal should not proceed.

4.17.6 Development in Proximity to Provincial Highways and Rail Lines

Where the development of a sensitive land use is proposed within proximity to provincial highways and rail lines, compatibility may need to be demonstrated, depending on the type of provincial highway and rail line, and depending on distance.

Where such development is proposed within 100 metres of a limited access freeway or principal main railway line, or within 50 metres of other provincial highways or secondary main railway lines, a noise feasibility study in keeping with the Ministry of Environment's D-Series Guidelines should be prepared by a qualified professional to first determine if mitigative measures can be feasible to bring noise levels down to Ministry of Environment standards at the site of the proposed development. If the feasibility study is not favourable, the development proposal should not proceed. If the feasibility study is favourable, the development proponent should then provide an acoustical study to show how noise levels will be reduced to provincial standards. The recommendations of the acoustical study should be implemented through the planning process.

Where the development of sensitive land uses is proposed at distances between 100 metres and 300 metres of all provincial highways and principal or secondary railway mainlines or principal branch railway lines, a noise study in keeping with the Ministry of Environment's D-Series Guidelines prepared by a qualified professional may be required if noise levels are anticipated to be above provincial standards. The use of the Ministry of Environment's Predictive Noise Model will assist in determining anticipated noise levels. The recommendations of the noise study, if any, should be implemented through the planning process.

Where development of some sensitive land use in proximity to railway lines within the Powassan Urban Service Area as depicted on Schedule 'D' of this Plan, and within the Trout Creek Settlement Area as depicted on Schedule 'E' of this Plan, the requirement for the production of technical studies referenced in this Section of the Plan may be waived by Council due to historical or site-specific development circumstances. Requirements shall not be waived where new institutional sensitive

land uses are proposed, such as daycare facilities and seniors' homes.

4.17.7 Development in Proximity to Other Stationary Noise Sources

Where the development of a sensitive land use is proposed within 300 metres of a stationary noise source not associated with the industry, such as a hydro transformer or gas compressor station, the development proponent shall determine through the production of appropriate technical studies prepared by a qualified professional whether or not the noise is expected to exceed the Ministry of Environment's general noise standards at the location of the proposed development. If the standards cannot be met, an acoustical study should be prepared by a qualified professional in keeping with the Ministry of Environment's D-Series Guidelines and the recommendations of that study should be carried out through the planning processes.

4.17.8 These policies shall also be applied where sensitive land uses are proposed in the vicinity of existing industrial uses.

4.18 Mobile Homes

4.18.1 Mobile homes are permitted dwellings in the Rural and Class III Agricultural designation where the units are double wide units located on a permanent foundation in accordance with the Ontario Building Code.

4.19 Natural Hazards

4.19.1 Development will generally be directed to areas outside of hazardous land adjacent to river and stream systems which are impacted by flooding and/or erosion hazards, and hazardous sites. Hazardous sites may consist of steep slopes, unstable soils, organic soils, and unstable bedrock. Where development is proposed within or partly within these features, the development proponent shall submit a technical study prepared by a qualified professional to the satisfaction of the appropriate approval authority which demonstrates the following:

- i) The hazard can be safely addressed, and the development and site alteration is carried out in accordance with established standards and procedures;
- ii) New hazards are not created, and existing hazards are not aggravated;
- iii) No adverse environmental impacts will result;
- iv) Vehicles and people have a way of safely entering and exiting the area

during times of flooding, erosion and other emergencies; and

- v) The development does not include institutional uses or essential emergency services or the disposal, manufacture, treatment or storage of hazardous substances.

Recommendations made in the technical report(s) will be implemented through the planning process. Where the technical report indicates that development within a particular hazard is not feasible, the development shall not proceed.

4.19.2 Development and site alteration will not be permitted within a floodplain. Floodplains and wetland features are identified on Schedule 'B1' to this Plan. Where development is proposed within a floodplain, the development shall not proceed, unless the development proposal is for a use or structure which, by its very nature, needs to be located within the floodplain, such as floodproofing features.

4.19.3 Flood levels on the South River and its tributaries are regulated by the dam operated by Ontario Power Corporation. Alteration of the operation of this facility could affect flood levels in the Municipality. In the event that Ontario Power Corporation alters the operation of the dam in a manner that would affect flood levels, the Municipality will request a public consultation process to ensure that residents are informed of the impact of the altered flood levels on their lands.

4.20 Noise and Vibration

4.20.1 Where residential development in form of multiple residential units or subdivision is proposed within 100 metres of Highway 11 or the Canadian Pacific Railway, the proponent will be required to submit a feasibility report to confirm that the development can proceed while meeting Provincial noise and/or vibration regulations. Based on this report, impact studies assessing the impacts on the proposed use and the mitigation measures that would be required in the building construction to meet provincial guidelines and standards shall also be required.

4.20.2 The above-noted studies shall not be required for development on existing lots or for development through minor infilling between existing houses in accordance with the Zoning By-law.

4.21 Private Sewage Disposal and Water Systems

4.21.1 No development shall be permitted unless it can be shown to the satisfaction of the Municipality that there is an adequate water supply and sewage disposal system to service the development. In addition, no development shall be permitted

unless Council is satisfied that the development will not have an adverse impact on neighbouring wells and sewage disposal systems.

4.21.2 In considering impacts on groundwater quality and quantity, the Municipality shall consider the cumulative impacts of development on the sustainability of ground water resources. Where the Municipality is aware of potential problems related to water supply or sewage disposal in an area, developers may be required to submit reports from a qualified engineer providing evidence that site conditions are suitable for development.

4.21.3 Where a new development of more than five residential units is proposed to include either private or communal services, the applicant shall proceed through a Plan of Subdivision.

4.21.4 Where a new residential development of more than five units, or commercial, industrial or institutional development generating more than 10,000 litres of effluent per day is proposed, the applicant shall be required to undertake a report in keeping with the Ministry of Environment, Conservation and Parks D-Series Guidelines and addressing the following:

- (i) groundwater quantity and quality;
- (ii) potential interference with other wells;
- (iii) site and soil suitability for sewage disposal; and,
- (iv) the most appropriate type of sewage disposal system for the project.

4.22 Recreational Facilities

Council encourages the continued development and improvement to the recreational facilities in the Municipality, provided that the development is in harmony with the open landscape character and is sensitive to the natural environment. Council will encourage the maintenance and preservation of recreational facilities and natural areas to promote eco-tourism and attract new residents to the area.

4.23 Source Water Protection

4.23.1 The Municipality is reliant on groundwater resources to supply the Powassan Urban Service Area. Protecting existing and future sources of drinking water from incompatible land uses and contamination that could hinder groundwater recharge is essential to maintaining human health, economic prosperity and a high quality of life. The Municipality will maintain, and wherever feasible, enhance the quality and quantity of water infiltration and recharge to groundwater aquifers. The Municipality will implement land use planning decisions to protect the quality

and quantity of drinking water resources, and limit development and site alteration that could adversely affect drinking water supplies drawn from groundwater resources.

4.23.2 Source Water Protection Areas:

- i) The Wellhead Protection Area is included in Schedule 'F' of this Plan. This designation contains various Sensitivity Areas allowing for varying degrees of land use management relative to the vulnerability of the underlying groundwater to contamination, the importance of the well to the capacity of the municipal water services, and the length of time groundwater within the area will take to reach the municipal water service well.
- ii) The Municipality may require additional studies to be submitted by an applicant that demonstrate how a proposed use will not negatively impact the quantity and/or quality of drinking water resources in Source Water Protection Areas for the development application to be deemed complete.
- iii) The Municipality will review and update its Zoning By-law to prohibit land uses that may pose a risk to Wellhead Protection Area in accordance with Schedule 'F' of this Plan.
- iv) Development applications within Source Water Protection Areas will be reviewed in accordance with the wellhead protection provisions outlined in the Zoning By-law.
- v) The Municipality, in consultation with the Province and the North Bay-Mattawa Conservation Authority will provide advice to landowners to promote good stewardship practices for lands and water within the Wellhead Protection Area.
- vi) The Municipality will, in collaboration with other public agencies having jurisdiction, provide input into and implement the Province's Source Water Protection Plan.

4.24 Surface Water Quality

- 4.24.1 Preservation of water quality is a significant consideration in reviewing any development proposal adjacent to and in proximity to a watercourse or lake. In order to preserve water quality, development should be set back 30 metres from the top of bank adjacent to cold water or unclassified rivers and streams and 15 metres from other minor water features. Unless it is impractical to do so, septic systems shall be located at least 30 metres from a watercourse or water body. As a condition of development approval, the natural shoreline vegetation shall be

preserved or re-established where vegetation has been removed within 30 metres of all significant watercourses and water bodies, wherever possible.

4.24.2 No development shall be permitted which would interfere with any natural watercourse or where the watercourse represents a hazard to the proposed development. Where development would result in a significant increase in stormwater run-off, the Municipality shall require the proponent to complete stormwater management works that will ensure that off-site surface water quality and quantity are not adversely impacted by the development. Direct discharges to surface waters should be avoided wherever possible.

4.24.3 Where development is proposed within 300 metres of a lake, the development shall be refused if the lake's assimilative capacity has already been exceeded or will be exceeded by all or part of the development proposal.

4.25 Urban Forestry

4.23.1 Site design and planning will consider the existing topography and the preservation and enhancement of vegetation, natural features and areas, open space, and naturalized areas. This includes:

- a) Ensuring that existing naturalized open space on lands proposed for development/redevelopment is retained to the maximum extent possible, and where retained, is allowed to regenerate with minimum intervention;
- b) Enhancing ecological stability by supporting the use of low-maintenance landscape features and materials;
- c) Supporting the use of native plant species when creating new plant communities or when adding to existing native plant communities; and
- d) Applying development standards designed to maximize retention of all woodlots and other natural features and areas.

4.23.2 Where they remain, the tree-lined streets will be protected and where trees must be removed, they will be replaced as part of the development process.

4.23.3 A program of tree planting, preservation, and landscaping will be undertaken so that all areas are provided with trees and other vegetation to maintain a high standard of amenity and appearance, with specific emphasis given to the designated Powassan Urban Service Area and Trout Creek Settlement Area at the time of infrastructure renewal and reinvestment.

4.23.4 In all public works, trees should be retained and when trees must be lost to accommodate the works, they will be replaced as soon as possible by other trees of sufficient maturity and in sufficient numbers to enhance the appearance of the public works.

4.23.5 Where development or redevelopment may necessitate the loss of existing trees or vegetative planting on a public right-of-way, they will be replaced and relocated on the public right-of-way in the immediate vicinity of the affected lands, to the satisfaction of the Municipality and at the cost of the proponent.

4.26 Waste Disposal Sites

4.26.1 New waste disposal sites or expansions to existing waste disposal sites should:

- a) avoid areas of high groundwater and water features;
- b) be at least 500 metres from any residential development;
- c) provide adequate buffers from existing development;
- d) require an amendment to this Plan;
- e) require an amendment to the Zoning By-law; and
- f) be approved by the Ministry of the Environment, Conservation and Parks.

4.27 Wetlands

4.27.1 This Plan strives to protect wetlands whether Provincially significant or locally significant. Wetlands shall be protected and maintained in a natural state. Wetland re-establishment at the expense of those responsible for the loss of wetland will be encouraged if loss or degradation occurs.

4.27.2 An Environmental Impact Statement may be required where development or site alteration is proposed within any wetland. Development and site alteration shall only be permitted if it can be demonstrated that it will not result in a negative impact on the wetland.

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

4.27.4 Existing agricultural uses are permitted within wetlands except identified Provincially Significant Wetlands. Where agricultural uses are permitted, best management practices should be employed to protect and enhance the wetland

features.

4.28 Wildlife Habitat

- 4.28.1 Development in the Wildlife Activity Areas identified on Schedule 'B1' must be sensitive to the impact of the development on habitat areas. The protection of natural links and corridors used for wildlife migration is encouraged. Within the Wildlife Activity Areas, the creation of new lots is generally discouraged.
- 4.28.2 Where any development is proposed adjacent to the Wildlife Activity Areas, Council shall require the submission of an Environmental Impact Assessment Report prepared by a qualified biologist. This report should demonstrate that there will be no negative impacts on wildlife habitat or function from the development proposal. The recommendations of this report, if any, will be implemented through planning processes, including zoning, site plan control or conditions of land division approval. Where the report concludes that regardless of mitigative measures, the development will negatively impact wildlife habitat, the development proposal will not proceed.
- 4.28.3 Where new lots are created in Wildlife Activity Areas, the lots shall be at least 1.0 hectare in size and have a minimum frontage of 90 metres. In addition, the lots shall have sufficient area to build a dwelling, septic system, and driveway outside of dense conifer cover on the lot.
- 4.28.4 Where new development is proposed it shall have regard for and minimize impacts on animal migration routes using best management practices, these may include:
- a) Elimination of fencing;
 - b) Installation of wildlife-friendly fencing in areas where fencing is required;
 - c) Installation of open bottom box tunnels or arch culverts where wildlife crossings may occur; and
 - d) Elimination of excessive lighting.

4.29 Wildland Fire

- 4.29.1 The Provincial Policy Statement defines hazardous forest types for Wildland Fire as, forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ministry of Natural Resources and Forestry, as amended yearly. Development may be permitted in lands with hazardous forest types where the risk is mitigated in accordance with Wildland Fire assessment and mitigation standards as identified by the Ministry of Natural Resources and Forestry.

- 4.29.2 Proponents submitting a planning application for lands that contain forested areas may be required to undertake a site review to assess for the risk of high to extreme wildland fire behavior on the subject lands and adjacent lands (to the extent possible). A sample of what a Wildland Fire hazard map looks like is included in Appendix 1 of this Plan. If development is proceeding where high to extreme risk for wildland fire is present, proponents are required to identify measures that outline how the risk will be mitigated.
- 4.29.3 In order to implement any mitigation measures that may be required, conditions for approval may be required.

5.0 LAND USE DESIGNATIONS

Several land use designations have been established to achieve the objectives of this Plan. All development within the Municipality will occur in accordance with these land use policies. Schedule 'A' identifies the land use designations and should be read in conjunction with Schedules 'B', 'C', 'D' & 'E'.

5.1 Powassan Urban Service Area

This section of the Plan provides general policies to guide development where full urban services are available, including opportunities for intensification and revitalization in areas that have sufficient existing or planned infrastructure. Policies here will also provide direction for staging development proposed adjacent to existing serviced areas within the defined Urban Service Area. More specific policies are found in the sections of the Plan dealing with Residential, Downtown, Business Park and Open Space designations.

5.1.1 Full Services

Development within the Powassan Urban Service Area will be undertaken on the basis of full municipal services. The Zoning By-law will specify a minimum lot size depending on the use.

5.1.2 Permitted Uses

A large range of residential, commercial, mixed-use, governmental, and institutional uses shall be permitted in the Urban Service Area. In considering these uses Council shall ensure that the primary residential character of any neighbourhood is maintained and that the impacts associated with a non-residential development are compatible with surrounding land uses.

5.1.3 Housing

A full range of housing types and tenures should be encouraged and developed in the Urban Service Area. While low-density is the standard, medium-density housing in the form of townhouses, row houses, duplexes, and triplexes should be encouraged and shall be located and designed in a way to have minimal impact on low-density housing. Increased setbacks and buffering will be required for higher density uses.

5.1.4 Lot Creation

The Urban Service Area will develop based on full municipal sewage and water services. In considering new development, Council shall be satisfied that there is sufficient capacity in the existing municipal system for the proposed development. New development should occur as infilling by consent or by Plan of Subdivision.

New lots shall only occur on roads that are municipally maintained year-round. Wherever possible roads and services should follow a grid system, which aligns with the original lot configuration of the Municipality. Additionally, a variety of pedestrian, active transportation and vehicular routes shall be provided.

- 5.1.5 Two areas in the Powassan Urban Service Area have been identified and set aside for residential development, in anticipation of the further build-out of the Powassan Urban Service Area when the demand for new fully serviced urban development lots is realized. It is not anticipated that either of these two areas will be developed throughout the lifetime of this Plan, as ~~opportunities for intensification and the existence of an abundance of vacant lots will more than adequately meet~~ currently addresses anticipated housing needs.

New development in either of these two areas should not take place until there is a demonstrated need within the municipality for additional lands for residential development. When the need has been determined, new development should take place in a comprehensive manner which considers traffic, stormwater management, and the efficient use of municipal and community services, among other matters. The development of compact built forms will be encouraged.

Development will also proceed in a logical manner and may be phased if necessary. The inefficient and uneconomical extension of municipal services will be discouraged.

Existing uses in these areas are permitted to continue.

5.2 Trout Creek Settlement Area

Trout Creek is a historic settlement node that has developed along Trout Creek and the railway line that does not have municipal water and sewage services. This Plan encourages the revitalization of the community through infill residential development and commercial development that supports the community and surrounding seasonal and rural uses. The Trout Creek Settlement Area is a secondary area for development and will develop according to the following policies:

5.2.1 Permitted Uses

A large range of residential, commercial, mixed-use, light industrial, institutional, and open space uses shall be permitted in the Trout Creek Settlement Area.

5.2.2 Servicing

The Trout Creek Settlement Area will develop based on private sewage and water services. In considering applications to permit new uses, Council shall be satisfied that the proposed use will not adversely affect adjacent private sewage or water systems.

Where five or more lots are proposed to be created, the application for land division shall be accompanied by a Servicing Options Report and a hydrogeology report which describes the feasibility of using either private communal sewage and water services or private sewage and water services. Should it be feasible to use communal services, the development should be considered on the basis of that form of servicing and subject to an amendment to this Official Plan.

New development shall only occur on roads that are municipally maintained year-round.

Areas where extraction has occurred within the Trout Creek Settlement Area will be rehabilitated as a condition of redevelopment.

5.2.3 Lot Creation

Residential development shall occur primarily as infilling by consent or Plan of Subdivision within the rural settlement area of Trout Creek. While lot sizes are encouraged to be compatible and complementary with the size of surrounding existing lots, lots which propose to use on-site services must be sufficiently sized to minimize the potential for both on and off-site contamination from weeping bed infiltration. To determine the appropriate size for development lots, hydrogeological investigations may be necessary for new lots being created through the consent or subdivision processes. In some cases, it may be necessary to merge existing lots of record to achieve the necessary minimum sizes for new development proposals. Where new development is proposed, the Zoning By-law will need to be amended to establish appropriate minimum lot sizes based on the findings of hydrogeological investigations. Hydrogeological investigations will be carried out by qualified professionals and may be subject to peer review as determined by the approval authority, with any additional costs borne by the developer.

5.3 Residential

The following provisions apply within the Powassan Urban Service Area and Trout Creek Settlement Area. The Powassan Residential Area and Trout Creek Residential Area are intended to provide for stable residential development, which will encourage continuous improvements in property standards and housing conditions. This Plan encourages the maintenance and enhancement of the Residential Areas while providing for growth that is compatible with the existing residential development.

5.3.1 Permitted Uses

A mix of residential and institutional community uses are encouraged within the residential area in both the urban serviced and settlement areas. A range of housing types and tenures should be developed to meet the needs of present and future inhabitants while being compatible in scale and density with the existing residential uses.

5.3.2 Housing Form

5.3.3 New housing should reflect a range of housing sizes, including smaller affordable secondary units that would be suitable for seniors and smaller families. Where smaller forms of housing and/or smaller lots occur adjacent to older housing on larger lots, the new development should be designed and landscape to be compatible with the character of the surrounding neighbourhood.

5.3.4 In considering applications to permit multi-unit residential development, Council shall be satisfied that the proposed density is compatible with existing residential uses and will not adversely affect adjacent private sewage or water systems.

5.3.5 Non-Compatible Uses

The Zoning By-law will identify appropriate setbacks between sensitive uses and existing non-compatible uses. Mitigation measures such as setbacks, fences and landscaping may be required to minimize impacts. The By-law will also establish lot size requirements and identify separate zones for low and medium-density residential development.

5.3.6 Servicing

In keeping with Sections 4.19 and 5.1.1, prior to approving new residential uses, Council shall be satisfied that the development can be adequately serviced with septic, water, fire protection and utilities. Provisions for stormwater management

shall be provided on-site to ensure that the predevelopment run-off rates are maintained or improved. Council shall also be satisfied that there is safe access to the development area for existing and future traffic.

5.3.7 Home Based Businesses

Small-scale home-based businesses will be permitted in the Residential Areas but will be limited in size to avoid conflicts with adjacent land uses. The Zoning By-law will specify standards for home-based businesses.

5.4 Downtown Designation

The downtowns of Powassan and Trout Creek provide important services to the residents of the municipality. As such, the downtown should focus on developing new opportunities for commercial retail development with residential apartments on upper levels while supporting existing institutional, medical, business, retail services and facilities. This Plan encourages the maintenance and enhancement of the Downtown while providing for change and adaptation to the changing demands.

5.4.1 Permitted Uses

A wide range of commercial, institutional, residential and mixed uses shall be encouraged within the Downtown Designation. These uses can occur as a single use in a single building or as mixed uses within a building.

All scales of commercial uses that service the Community are encouraged to locate in the Downtown designation. New commercial uses may be established through the redevelopment of existing residential uses.

Commercial uses should develop on the ground level. Residential uses, including special need uses and multi-unit residences will be encouraged to located on the upper floors or at the rear of the property provided that adequate access and parking can be provided.

5.4.2 Façade Treatment

New buildings and buildings undergoing significant renovations should be designed in harmony with each other to develop an attractive commercial area. The use of natural exterior materials such as wood and stone will be encouraged. The Zoning By-law will provide reduced requirements for parking in the Downtown Areas. Wherever possible adjacent parking areas should be joined internally. Facilities for safe and convenient pedestrian access shall also be provided.

5.5 Highway Commercial Designation

The Highway Commercial Designation provides lands for the development of commercial uses that cater primarily to tourists and the traveling public.

5.5.1 Permitted Uses

Permitted uses in this area include gas stations, automotive and marine-related sales and services, food services, accommodation facilities and mixed-use residential development. Limited light industrial development that is compatible with commercial uses shall also be permitted.

These uses shall use existing entrances to Highway 11, provided approvals are granted by the Ministry of Transportation and include parking areas suited to accommodate a large seasonal population. This area shall be designed as an attractive entrance feature to the Downtown designations.

Accessory residential uses, small-scale commercial uses and business uses related to professional or personal services will be encouraged to be located in the Residential and Downtown areas rather than in the Highway Commercial Designation.

5.5.2 Servicing

In the Powassan Urban Service Area, new development within the Highway Commercial Designation shall be on the basis of full municipal services.

Outside of the Powassan Urban Service Area, applications for new development proposals will be in keeping with Section 4.18 of this Plan. Where new development will likely generate more than 10,000 litres of wastewater per day, the application will be supported by a servicing options report and hydrogeological investigation, prepared by a qualified professional, to determine the most appropriate form of sewage disposal and appropriate lot size for the development.

Where private services are determined to be appropriate for new uses outside of the Powassan Urban Service Area, the approval authority shall ensure that lots are sufficiently sized to minimize the potential for both on-and off-site contamination from sewage disposal run-off.

5.5.3 Access

Commercial uses shall have internal links between parking areas wherever possible. Development adjacent to Highway 11 shall meet all requirements of the Ministry of Transportation.

5.5.4 Site Plan Approval

When considering applications for development Council will review signage, landscaping, lighting and building massing as part of the Site Plan Approval process.

5.6 Business Park

The Business Park Designation includes lands for large-scale commercial and industrial development. Future economic development opportunities in the Municipality will be focused in this area.

5.6.1 Permitted Uses

Permitted uses in the Business Park Area include building contractor's yards, lumber yards, auto repair shops, transport terminals, processing, and fabrication plants. Small-scale retail uses shall be permitted to provide retail outlets for goods produced on-site. Commercial uses in the Business Park Area may also include restaurants and service-related commercial uses and large-scale commercial uses that rely on tourist traffic and highway access or provide goods and services to the travelling public and population at a regional scale. Existing residential uses are permitted to continue within the Business Park Area and new residential uses are generally not encouraged.

5.6.2 Servicing

Within the Powassan Urban Service Area, all uses shall be on municipal sewage and water services.

Due to servicing constraints in the Trout Creek Settlement Area, applications for new development proposals will be in keeping with Section 4.19 of this Plan. New industrial development will be limited to dry industrial uses only. Dry industrial uses are those industrial uses which do not use water for processing, and which generate only wastewater from employee uses on site.

Where private services are determined to be appropriate for new uses in the Trout Creek Settlement Area, the approval authority shall ensure that lots are sufficiently

sized to minimize the potential for both on- and off-site contamination from sewage disposal run-off.

5.6.3 Stormwater Management

Where development would result in a significant increase in stormwater run-off, the Municipality shall require the proponent to complete stormwater management studies and works that will ensure that off-site surface water quality and quantity is not adversely impacted by the development.

5.6.4 Access

Adjacent uses shall have interconnected parking and loading areas located at the rear of buildings. Access onto Provincial highways must meet the requirements of the Ministry of Transportation.

5.6.5 Compatible Uses

All new uses in the Business Park designation will be considered in keeping with Section 4.15.3 of this Plan. Further, industrial uses shall screen areas of open storage from view and shall be compatible with adjacent land uses. This may require site plan control agreements with the Municipality.

5.7 Agricultural Area

The Agricultural Land designation includes lands that are identified as Class 1-3 under the Canada Land Inventory as well as lands that are currently used for agricultural purposes. The Municipality contains primarily Class 3 soils which have moderately severe limitations but are fair to moderately high in productivity for a wide range of common crops and is a foundational element to local agricultural systems.

5.7.1 Permitted Uses

Permitted uses in the Agricultural Area include: agricultural uses, agriculture-related uses and on-farm diversified uses. Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural use operations.

In agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.

New land uses in agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation (MDS) formulae.

5.7.2 Development within Agricultural Areas

When considering development proposals in the vicinity of agricultural uses, the Minimum Distance Separation formulae as developed by the Province will be used. The Zoning By-law will implement the Minimum Distance Separation requirements.

Non-agricultural development of Agricultural lands shall only occur where the following criteria have been satisfied through the submission of an Agricultural Impact Assessment, submitted by a qualified consultant:

- i) The lands do not contain farm buildings that are in good condition;
- ii) New dwellings and non-agricultural development comply with the Minimum Distance Separation (MDS) Formulae;
- iii) The development will not adversely affect neighbouring farming operations; and
- iv) The least productive portion of the lands are proposed for development.

5.7.3 Servicing

When new residential lots are permitted, they will be of a size which is appropriate to sustain private sewage and water systems which will have no on- or off-site impacts. To determine the appropriate size for development lots, hydrogeological investigations may be necessary to demonstrate the appropriateness of the development proposal. Outside of existing residential clusters, hydrogeological investigations will be required for new lots which are proposed to be smaller than 1 hectare. Hydrogeological investigations will be carried out by qualified professionals and may be subject to peer review as determined by the approval authority, with any additional costs borne by the developer.

5.7.4 New Lots

- i) New lots developed for residential purposes will be limited as follows:
 - a) A principal dwelling associated with an agricultural operation may be permitted in agricultural areas;

- b) Subordinate to the principal dwelling, up to two additional residential units may be permitted in agricultural areas. One within or attached to the principal dwelling, and one in a separate accessory structure. Any additional residential unit will:
- Be limited in scale and in close proximity to the principal dwelling or within a cluster of farm buildings;
 - Comply with the Minimum Distance Separation formulae;
 - Is Be compatible with, and would not hinder, surrounding agricultural operations;
 - Have appropriate sewage and water services.
 - Address any public health and safety concerns; and
 - Minimize land taken out of agricultural production.

5.7.5 Non-Agricultural Uses in Agricultural Areas

1. Council may only permit non-agricultural uses in agricultural areas for:
 - a) Extraction of minerals, petroleum resources and mineral aggregate resources; or
 - b) Limited non-residential uses, provided that all of the following are demonstrated:
 1. The proposed use complies with the minimum distance separation formulae;
 2. Alternative locations have been evaluated, and;
 - i. There are no reasonable alternative locations which avoid agricultural areas; and
 - ii. There are no reasonable alternative locations in lower productive value agricultural lands.
2. Impacts from any new or expanding non-agricultural uses on surrounding agricultural lands and operations are to be avoided, or where avoidance is not possible, minimized and mitigated as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance.

5.8 Rural Area

Rural Areas include a variety of residential, industrial and open space uses. Over the lifetime of this Plan, the Rural Area will experience some growth and maintain its

natural environment and rural character.

5.8.1 Permitted Uses

Permitted uses in the Rural Areas include low-density residential which can include single-detached, semi-detached and linked houses, tiny homes, accessory residential units, tourist establishments, open space, resource management activities and agricultural uses. Small-scale commercial and dry industrial uses servicing the rural community shall be permitted, provided that those uses are in keeping with Section 4.16 of this Plan and are compatible with surrounding uses. Resource extraction, pits and quarries, may be permitted on agricultural lands provided that the site is rehabilitated, and the soil quality is restored.

5.8.2 Servicing

New residential lots will be of a size which is appropriate to sustain private sewage and water systems which will have no on- or off-site impacts. To determine the appropriate size for development lots, hydrogeological investigations may be necessary to demonstrate the appropriateness of the development proposal. Outside of existing residential clusters, hydrogeological investigations will be required for new lots which are proposed to be smaller than 1 hectare. Hydrogeological investigations will be carried out by qualified professionals and may be subject to peer review as determined by the approval authority, with any additional costs borne by the developer.

Small-scale commercial and dry industrial uses will be limited to uses which do not use or process water in industrial processes and which generate only limited wastewater from employee uses on site.

5.8.3 Lot Creation / Severances

- i) Lot creation by severance/consent is permitted in the Rural Area, in accordance with the applicable general development policies in Section 4 and the land division policies in Section 8 of this Plan.
- ii) Seasonal residential uses fronting on the lakes in the Municipality is permitted subject to satisfying the applicable general development policies in Section 4 and the land division policies in Section 8 of this Plan.

5.9 Open Space Designation

Lands within the Open Space Designation are those lands in the Municipality with

recreational capabilities, significant natural feature values and areas that are not physically suited for development. These lands include wetlands, steep slopes, wildlife and fish habitat, organic soils, flood plains or earth science areas. These areas are identified on Schedule 'A'. The Open Space designation also includes recreational lands and community facilities.

5.9.1 Permitted Uses

Permitted uses in the Open Space Designation include conservation, forestry, wildlife areas, fishery resource management, existing agricultural activities, parks, snowmobile trails, hiking trails and other passive recreation, and resource management activities that do not require alteration to the existing land or vegetation.

5.9.2 Alternative Lands

There is sufficient land designated for development in the Municipality of Powassan without requiring environmentally sensitive lands to be altered from their present state. Any proposal to develop lands identified on Schedule 'B1' as having natural feature values or as an area not physically suited for development shall require justification based on land use requirements, location requirements and environmental impact.

No buildings or structures shall be permitted in any area Open Space designation. An exception to this may occur where such buildings, structures or fill are to be used in flood or erosion control and have been approved by Council. Development shall generally be prohibited in these areas without an amendment to this Plan. Development of lands having existing recreational facilities may be permitted without amendment to this Plan.

5.9.3 Trail System

Council will encourage the development of a contiguous parkland and trail system through the Municipality.

5.9.4 Non-Conforming Uses

The expansion of existing non-conforming uses located within areas designated as Open Space shall generally not be permitted. However, Council may consider allowing the expansion or replacement of buildings or structures if it is demonstrated that this would not result in adverse environmental impacts. In such circumstances, Council may require an Environmental Impact Assessment prepared by a qualified biologist recommending mitigation measures to be

undertaken to preclude adverse environmental impacts.

5.9.5 Mapping

Where there is doubt that the Open Space mapping on Schedule 'A' and environmental features mapping on Schedule 'B1' and 'B2' adequately reflects the hazard or environmental feature, an applicant for new development may be required to obtain a detailed engineering or environmental study to more accurately determine the extent of the area. Such a study must be acceptable to Council. Where such studies result in changes to the mapping, an Official Plan Amendment may not be required.

6.0 MUNICIPAL SERVICES

The policies of this Section are intended to provide guidance to Council and the public when determining the extent of municipal services that will be provided in the Municipality.

- 6.1 It is the intent of this Plan to maintain the current level of service. It is a policy of this Plan to provide adequate servicing while recognizing the Municipality's financial constraints.
- 6.2 Development will be encouraged to make efficient use of the water and sewage treatment systems in the Powassan Urban Service Area.
- 6.3 Development based on communal services will require an amendment to this Plan. Such an amendment shall be supported by engineering and economic studies that satisfy Council that the costs and of communal services can be supported by the development utilizing the services and that potential municipal liabilities have been adequately assessed.
- 6.4 Development shall not be permitted where there is a potential for that development to adversely impact private wells or the municipal water supply. In considering any development proposal, Council may require the proponent to provide confirmation that the development will not adversely affect neighbouring wells.
- 6.5 Private individual septic tank and tile field systems are the primary means of sewage disposal outside the Powassan Urban Service Area.
- 6.6 The Municipality will monitor the impact of future development in Trout Creek on the sustainability of the ground water supply in that community. Care will be taken to ensure that municipal services are not required to ensure that the water supply is potable and continues to be available to existing residents and businesses.

7.0 TRANSPORTATION & UTILITIES

The policies of this section outline the requirements of the planned road network for the Municipality and provide policies for future development of the transportation system.

7.1 General

7.1.1 The transportation system is an essential part of the Municipality of Powassan's overall structure and has a direct influence on the quality of life in the Municipality. A range of choices in the transportation system is required to balance the needs of users, promote less automobile use and enhance connections. The transportation system allows for the movement of people and goods including public transit, streets, rail, sidewalks, linkages, trails and pedestrian and cycling infrastructure. It is the policy of the Council that:

- i) The Municipality shall promote a safe, balanced, efficient, accessible and well-connected transportation system in accordance with the Transportation System as shown in Schedule 'A', 'D' and 'E'.
- ii) The Municipality's transportation planning efforts shall be coordinated with Provincial priorities.

7.2 Provincial Highways

7.2.1 New land uses and access onto any Provincial Highway will require approval from the Ministry of Transportation and will be subject to the Ministry's geometric standards and minimum spacing requirements for entry permits.

7.2.2 Highway 11 is a Controlled access highway, as such no proposed new land uses are permitted to access this road.

7.2.3 Proposed new land uses, development, signage installation and entrances located adjacent to Highway 11 may require a Ministry of Transportation Land Use Permit.

7.3 Municipal Roads

7.3.1 Schedule 'A' shows roads that are maintained on a permanent or seasonal basis. It is not a policy of Council to maintain those roads that are not presently maintained municipal roads, nor will they be assumed by the Municipality.

- 7.3.2 Where the Municipality maintains roadways on a seasonal basis, only uses which are occupied during the season on which the municipal road is maintained will be permitted.
- 7.3.3 Hunt camps and fishing camps may be used where the access is over an unmaintained road allowance. Council may permit this form of development where the owner enters into an agreement and acknowledges that the municipality assumes no liability to provide services to the development.
- 7.3.4 The Municipality will not expand the level of service on any municipal road unless the development resulting from that increased level of service off-sets the cost of increasing the service level or provides a public benefit such as improved emergency service delivery.
- 7.3.5 New permanent development shall only be permitted where there is frontage and adequate access onto a year-round maintained municipal roadway.
- 7.3.6 Local roads shall be constructed on a 20-metre road allowance. These roads should be logical extensions of existing streets and wherever possible, utilize a grid design.
- 7.3.7 Where an existing road does not have a 20-metre right-of-way, the Municipality may acquire lands adjacent to the roadway to provide for a wider right-of-way as a condition of consent, plan of subdivision or site plan approval.
- 7.3.8 Where development is proposed on a roadway that is not currently built to municipal standards, the Municipality will require the roadway to be improved to a standard approved by Council, as a condition of development approval. Development will only occur if the roadway has already been assumed by the Municipality or will be assumed by the Municipality prior to the finalization of the development proposal. Development where access is proposed on roads which are not municipally owned and maintained shall not be permitted.

7.4 Multi-use Recreational Trails

- 7.4.1 Multi-use Recreational trails, including snowmobile routes, form an important component of the Municipality's transportation system. The location of these routes may change from time to time. The Municipality encourages the preservation and expansion of public routes and trails into a broader network.

7.5 Rail Lines

- 7.5.1 The Municipality will encourage the continued use of rail lines. Rail lines are shown on Schedule 'A' (or 'D'). When considering applications for development, Council shall ensure that future development does not impede the continued viability of

the rail line. Development that requires the construction of a rail crossing or increases the quantity of traffic over the rail line will be considered having regard for the safety of the crossing. As a condition of development approval, Council may require a rail crossing to be funded by the developer.

- 7.5.2 Outside of the Powassan Urban Service Area and the Trout Creek Settlement Area, development in proximity to rail lines will be in keeping with policies found in Section 4.16 of this Plan.
- 7.5.3 Development proposals within 75 metres of rail lines throughout the Municipality may be required to undertake vibration studies to the satisfaction of the Municipality in consultation with the appropriate railway. Mitigative measures identified in the vibration study will be implemented through conditions of development approval.
- 7.5.4 All proposed development adjacent to railways shall ensure that appropriate safety measures such as setbacks, berms and security fencing are provided, to the satisfaction of the Municipality in consultation with the appropriate railway.

7.6 Utility Corridors

- 7.6.1 All development in the Municipality shall recognize the importance of the high-pressure natural gas pipelines and hydro transmission lines identified on Schedule 'A', 'D' and 'E' of this Plan. Any development within 200 metres of a utility corridor may affect the safety and integrity of the line. The Municipality shall require early consultation with TransCanada for any development proposed within 200 metres of a gas pipeline.
- 7.6.2 A setback of 10 metres shall be maintained from the limits of the utility right-of-way for all permanent structures and excavations. In the case of a natural gas pipeline, a reduction in the 10 metre setback will only be considered if it can be demonstrated to the satisfaction of the pipeline corporation, that it will not compromise the safety and integrity of the pipeline and if all necessary municipal approvals are obtained.
- 7.6.3 Activities on or within 30 metres of the TransCanada pipeline such as excavation, blasting and any movement of heavy equipment requires approval from the National Energy Board.
- 7.6.4 Within the Urban Service Area and the Trout Creek Settlement Area, the Municipality will encourage the development of TransCanada's right-of-way for passive parkland or open space purposes subject to TransCanada's easement rights.

7.7 Communication Towers

- 7.7.1 While recognizing the authority of the Federal government with respect to communication facilities, Council will require public consultation and consideration of the visual impacts of communication towers prior to such facilities being located in the Municipality. Communication towers should avoid locations that are visually prominent or that have historic or cultural significance.

8.0 LAND DIVISION

8.1 Severances

Applications for land division through the consent process shall only be considered if the proposal is minor in nature, does not result in the unnecessary expansion of the present level of municipal services and follows the Objectives and General Development policies of this Plan.

8.1.1 Criteria

Every severance application received by Council and Planning Board for the purpose of creating a new lot shall meet the following applicable criteria:

- i) The creation of lots may be permitted by severance (consent) if it has been established that the development would not more appropriately proceed by way of plan of subdivision or plan of condominium.
- ii) Severances (consents) that would contribute to ribbon or strip development or unplanned or uneconomical extension of infrastructure between Settlement Areas shall not be approved.
- iii) Applications for severances (consent) that would result in a parcel being landlocked shall not be approved.
- iv) the proposed severed and retained lots:
 - a. Front onto an open, improved public road that is maintained on a year-round basis by the Municipality, unless a recreational property fronting onto a lake can be accessed via a private road leading to a public road that is maintained year-round.
- (vi) If the intent and purpose of this plan is maintained:
 - b. Satisfy the minimum lot area requirements established for any land use/land use designation of this Plan, and in accordance with the Zoning By-law.
 - c. Achieve an appropriate lot configuration that is compatible with the surrounding community character and does not restrict the development of other parcels of land.

- d. Can be serviced by the Municipality's infrastructure without adversely affecting the Municipality's finances, or by private well and wastewater disposal system where municipal services are not planned or existing.
- e. Can be supplied with other municipal services such as fire protection and road maintenance, without adversely affecting the Municipality's finances.
- v) The Municipality shall consider the impact of a new residential lots created by severance (consent) with the potential to expand the agricultural activity of any adjacent agricultural operation when assessing the required Minimum Distance Separation (MDS) Formulae and the need to potentially increase it in the future.
- vi) Applicants of a proposed severance (consent) may be required to prepare studies in accordance with the requirements of this Plan to assess the impacts of the proposal and any mitigation strategies.
- vii) The Municipality may require as a condition of approval that an applicant enter into an agreement with the Municipality regarding such conditions as it deems appropriate, including but not limited to financial requirements, the provision of on and off-site services, strategies to mitigate environmental impacts, sustainable building and site design features, and any other site planning requirements to protect health and safety, and promote compatibility with the surrounding community character.
- viii) Lots for hunt camps, fishing camps or similar uses may be permitted in keeping with policies 7.3 and 7.4 of this Plan.

8.1.2 Technical Consents

Notwithstanding the policies of this section, consents may be granted for the following technical purposes, provided that the retained and severed portions conform with the Zoning By-law:

- i) boundary corrections or adjustments.
- ii) lot enlargements.
- iii) re-creation of original 40 ha (100 acre lots).
- iv) discharge of mortgage.
- v) road widening and road allowances.
- vi) easements.

8.1.3 Aggregate Areas

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

8.1.4 Open Space Areas and Hazard Lands

Consents shall not be permitted in areas designated as Open Space or in any area that could be unsafe as a result of naturally occurring or man-made hazards.

Notwithstanding, a consent may be granted for the creation of a lot that encompasses lands designated Open Space, provided that there are sufficient lands not designated Open Space for the purpose for which the lot is being proposed.

8.2 Subdivisions and Condominiums

8.2.1 Where five or more lots or units in a vacant land condominium are created on a single parcel of land, a plan of Subdivision or Vacant Land Condominium shall generally be required. Exceptions to this policy may be considered where there are no residual lands resulting from the development, and there is no need to extend municipal services and/or build or extend a municipal road.

8.2.2 In considering a proposed plan of subdivision or vacant land condominium, Council shall ensure that all costs associated with the development of the land are borne by the developer.

8.2.3 All roads within a plan of subdivision shall be constructed to Municipal standard and shall be dedicated to the Municipality. Road standards for land-based condominium developments may be less than those required for municipal roads.

8.2.4 Prior to considering a plan of subdivision or condominium, the appropriate approval authority shall require the applicant to submit professional reports addressing the Development Criteria in Section 4 of this Plan.

8.3 Parkland Dedication

8.3.1 The minimum parkland dedication as part of a plan of subdivision or consent shall not include lands which are unsuitable for parkland development.

8.3.2 Where possible, parkland shall be taken on lands adjacent to a watercourse or existing recreational features such as trails or facilities.

- 8.3.3 Where the Municipality takes cash in lieu of parkland, the Municipality shall base the amount of cash taken on 5 per cent of the value of the land immediately prior to draft plan approval. Alternatively, the Municipality may pass a By-law to establish standard parkland dedication fees that represent a reasonable estimate of 5 per cent of the value of certain lands prior to the date of draft approval.

9.0 COMMUNITY IMPROVEMENT

9.1 Community Improvement Policies

These policies are intended to provide a basis and mechanism for the Municipality to utilize the provisions of Section 28 of the Planning Act to support and stimulate growth in local industries, businesses, tourism, agri-tourism and value-added agricultural facilities in both the urban and rural areas of the Municipality. These policies provide a basis for the Municipality to enter into agreements with the private and public sectors to create partnerships for the enhancement of the community.

The policies in this section can be viewed as a long-term approach to the revitalization of the Municipality of Powassan. Revitalization will take time, and is best accomplished through incremental, small improvements and interventions that will collectively add up to more significant changes over time.

9.2 Community Improvement Areas

The approach is to provide the Municipality of Powassan with the tools to create both an Urban and Rural CIP to operationalize additional tools available under the Planning Act to assist with community redevelopment.

9.3 Community Improvement Projects

Community Improvement projects shall include but not be limited to:

- i) Enhance and promote local businesses within settlement areas:
 - a) Promote upgrades to business signage and commercial building facades to enhance the overall streetscape.
 - b) Promote upgrades to and reuse of underutilized buildings within the Urban Areas.
 - c) Promote the development of roofed accommodation (i.e. bed and breakfasts) in Powassan's Urban Settlement Areas to provide accommodation for local tourists.
 - d) Promote the development of affordable housing within the Municipality.
- ii) Promote agricultural diversification, tourism and local recreation:

- a) Encourage the development and enhancement of value-added agricultural uses, agri-tourism and on-farm diversified facilities, such as roofed accommodation (i.e. bed and breakfasts), as permitted in the Official Plan.
 - b) Continue to promote local festivals and events in Powassan.
 - c) Promote active recreation and the continued development of the trail network within the municipality.
- iii) Encourage job creation and local employment:
 - a) Promote the use of local resources and materials for improvements.
 - b) Encourage redevelopment or adaptive reuse of under-utilized employment areas and buildings.
 - c) Promote Powassan as a community to live, work and play.
- iv) Enhance and promote community character and local heritage:
 - a) Encourage redevelopment or adaptive reuse of older buildings in a manner that contributes to the community character.
 - b) Support the revitalization of historical buildings and sites.
 - c) Identify and promote Powassan's identity and unique community offerings.
- v) Engage the landowners and stakeholders, and the local community in the revitalization of Powassan:
 - a) Encourage continued involvement with the local business community.
 - b) Encourage investment in privately owned property that will enhance the public realm.
 - c) Encourage residents, business owners and service groups to participate in tree planting and street beautification programs and improvements to private buildings and properties.
 - d) Encourage involvement by the Regional partners and other public agencies.
- vi) Improve local infrastructure to support community revitalization:
 - a) Improvements to sidewalks and road surfaces to enable safe and comfortable travel by pedestrians, bicycles and vehicles.
 - b) Improvements to the water system to provide for sufficient fire flows.

9.4 Community Improvement Incentives

In order to encourage improvements to private and public lands, the Municipality may offer the following incentives to private landowners:

- i) reduction or elimination of planning or building application fees.
- ii) increased densities for residential development.
- iii) providing specific grants to property owners to improve the appearance of private lands and buildings.
- iv) Providing specific grants to property owners to create development opportunities that combine commercial and affordable (apartment) housing.

Specific incentives will be approved by a Community Improvement Plan adopted by the Council.

10.0 IMPLEMENTATION

The following policies are intended to provide direction for the decisions of Council, for the use of By-laws, Regulations, Site Plan Control and Development Agreements that will implement policies outlined in this Plan.

10.1 Amendments To the Plan

An amendment to any and all Schedules or the text of this Plan is required to permit the establishment of uses other than those permitted in this Plan. In considering an amendment to all Schedules with a view of designating additional areas for a particular use, or changing the designated uses of a particular area, or changing the policies of this Plan, Council shall have regard to the following criteria:

- i) The need for the proposed use;
- ii) The extent to which the existing areas that are designated for the use have been developed and the nature and adequacy of such existing development;
- iii) The physical suitability of the lands for such proposed use;
- iv) The comments of any affected agency that has been consulted with respect to the application; and
- v) The location of the areas under consideration with respect to:
 - a) The adequacy of the existing and proposed roadway system;
 - b) The convenience and accessibility of the site for vehicular and pedestrian traffic and traffic safety;
 - c) The adequacy of the water supply, sewage disposal facilities, and other municipal services in view of the policies contained in this Plan and in accordance with technical reports which Council shall request from the developer and subject to the approval of the Ministry of the Environment and Energy, the Medical Officer of Health and any other appropriate authority deemed advisable;
 - d) The compatibility of such proposed use with uses in the surrounding area;
 - e) The potential effect of the proposed use on the financial position of the Municipality; and
 - f) The impact of the proposed use on the natural environment.

10.2 Strategies For Adapting To Climate Change

10.2.1 In response to climate change, the Municipality shall consider identifying adaptation and mitigation measures through the development and implementation of a Climate Change Action Plan aimed at improving municipal resilience to changing environmental stresses.

10.2.2 The Municipality shall endeavor to engage in public education regarding the minimization of greenhouse gas emissions, improving air quality and conservation of water, soil and energy.

10.2.3 In preparing planning applications for Draft Plan of Subdivision/Condominium approval and Site Plan Control, applicants are to incorporate climate change measures where appropriate, including but not limited to:

- i) Selection of building and infrastructure materials that minimize waste;
- ii) Incorporate energy and water conservation designs;
- iii) Appropriate street, lot and building orientation to the south to realize solar energy gain;
- iv) Use of green infrastructure and tree planting;
- v) Compact and contiguous built urban form;
- vi) Designs for active transportation and the efficient co-location of live/work/play land uses; and
- vii) Application of intelligent building systems.

10.2.4 Climate change policies constitute part of the Municipality's sustainability planning efforts.

10.3 Public Meetings

Council shall hold public meetings for planning applications in accordance with the requirements of the Planning Act. However, technical amendments to this Official Plan are permitted without a public process to:

- i) change section numbers or the order of text but does not add or delete sections;
- ii) consolidates amendments, which have previously been approved;
- iii) corrects typographic, grammatical or mapping errors which do not affect the intent or application of the policies or provisions of this Plan; or
- iv) rewords policies or re-illustrates mapping for the purpose of clarification only without changing the intent or purpose of the policies or mapping.

10.4 Site Plan Control

- 10.4.1** The Municipality may utilize Site Plan Control to ensure that Plans of Subdivision, commercial, institutional and industrial development in the Municipality are attractive and compatible with adjacent uses and the environment. Site Plan Control may be applied to all commercial, mineral resource extractive and industrial development in the Municipality. The entire Municipality shall be designated as a Site Plan Control Area and the By-law will include applicable exceptions to specified development.
- 10.4.2** Where residential development is proposed adjacent to Wildlife Activity Areas, wilderness reserve, waterbody or an identified natural heritage feature such as a wetland or significant habitat area, Council shall use buffering as defined in the zoning by-law to ensure that the development proceeds in a manner that would have the least impact possible on these natural features.
- 10.4.3** Council may delegate Site Plan Approval to municipal staff in order to ensure that the process does not create undue delay or additional costs in the development process.

10.5 Technical Reports

Where this Plan requires that technical reports be completed in support of any development proposal, those reports shall be completed by a qualified professional approved by the Municipality. The Municipality may retain independent experts to peer review technical reports submitted in support of any application. The costs of a peer review shall be paid by the developer.

10.6 Zoning By-law

This Plan will be implemented through a new comprehensive Zoning By-law adopted under Section 34 of the Planning Act. The implementing By-law shall implement the policies of this Plan.

10.6.1 Non-Conforming Uses

Legally existing uses that do not comply with the Land Use designations outlined in this Plan may be zoned to permit the continuation of the use and may provide for limited expansion provided that the development policies of this Plan are met.

Where a non-conforming use changes, the new use shall be in keeping with the intent of this Plan.

10.6.2 Temporary Uses

Council may pass a By-law pursuant to section 39 of the Planning Act to allow the temporary use of lands that do not comply with the Land Use designations in this Plan provided that:

- i) The objectives of this Plan are met;
- ii) The temporary use does not require major capital investment or alteration to the existing landscape;
- iii) The proposed use is compatible with surrounding land uses;
- iv) The proposed use does not require the extension of municipal services;
- v) The developer has entered into an agreement with the Municipality specifying The conditions under which the use may be permitted; and,
- vi) The By-law shall specify a maximum time period for which the use may be permitted.

10.6.3 Holding Provisions

Council may utilize Holding provisions as provided for under Section 36 of the Planning Act in order to establish zoning provisions prior to completing technical, administrative, or financial aspects of the development. Where Council uses a Holding provision, the use of land may be restricted to existing uses until one or more of the following conditions have been fulfilled:

- i) a Site Plan Agreement or Subdivision Agreement as may be required has been completed between the Municipality and the developer;
- ii) all engineering plans and approvals for sewage and water services have been completed;
- iii) other technical reports (e.g. environmental assessment, floodplain study, etc.) are submitted by a qualified consultant, to the satisfaction of the Municipality;
- iv) the financial requirements of the Municipality have been satisfied; and
- v) a record of site conditions has been completed to the satisfaction of the Ministry of Environment.

11.0 INTERPRETATION

11.1 Land Use Designations

It is intended that the boundaries of the Land Use categories shown on Schedule 'A', 'C' or 'D' of this Plan, shall be considered as general only, and are not intended to define the exact limits of such areas except in the case of roads, railways, and other physical barriers that provide definitive boundaries. Minor adjustments may be made to these boundaries for the purpose of any Zoning By-law without necessitating an amendment to this Plan. Other than minor adjustments, no areas or zones, except as provided in this Plan, shall be created that do not conform with this Plan.

11.2 Uses

Examples of permitted uses as included in this Plan are intended to illustrate a range of activities in each respective land use designation. Specific uses and related regulations shall be defined for land use designations by the implementing Zoning By-law.

11.3 Accessory Uses

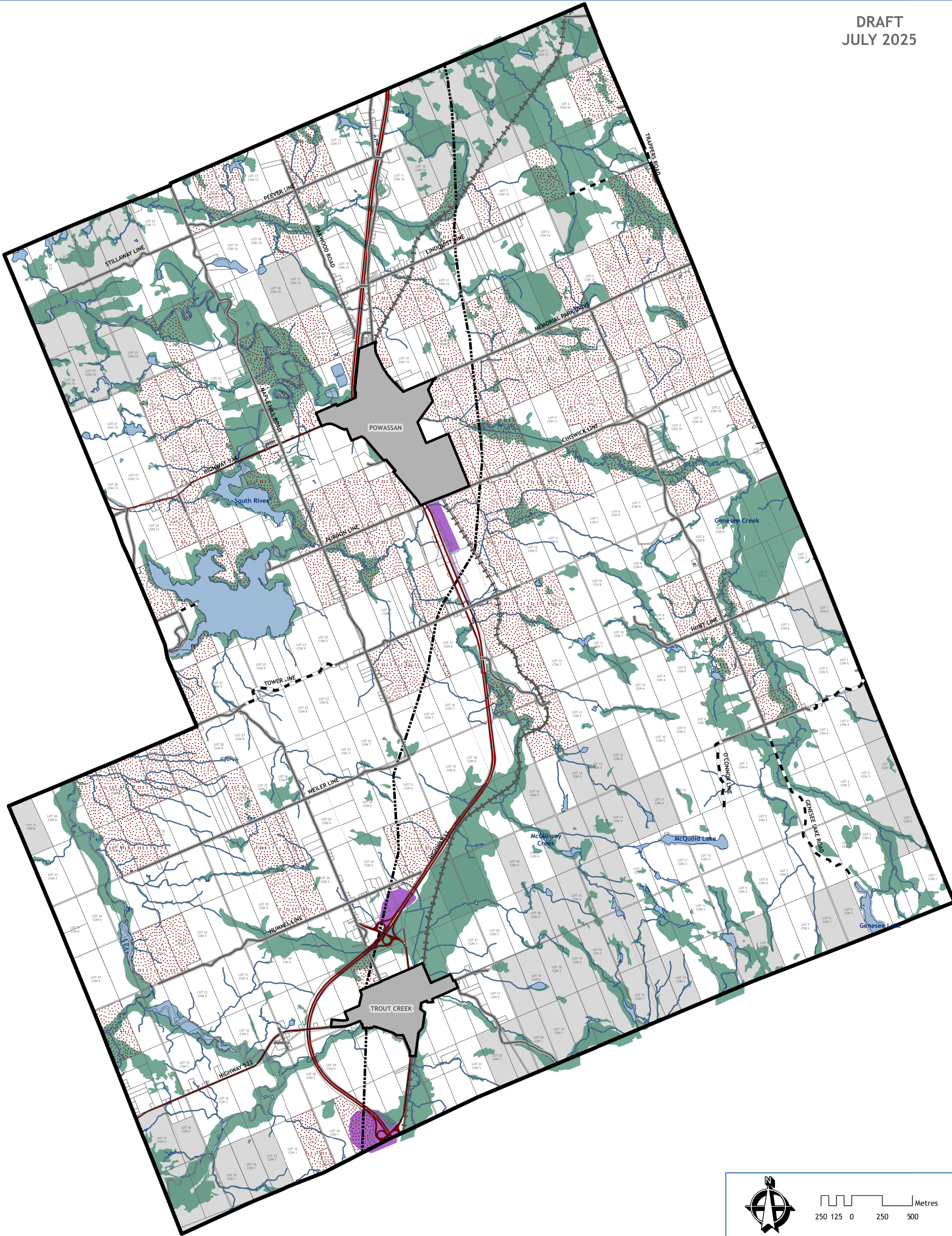
Wherever a use is permitted in a land use classification, it is intended that uses, buildings or structures normally incidental, accessory and essential to that use shall also be permitted.

11.4 Numerical Values

Where numerical quantities are identified in this Plan, such quantities shall be interpreted as guidelines and minor variances to specific requirements may be permitted provided that the intent of the Plan is maintained, unless the Plan states otherwise.

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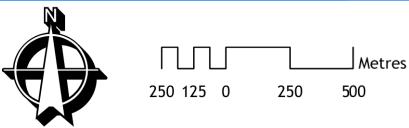


LAND USE DESIGNATIONS

- AGRICULTURAL
- RURAL
- HIGHWAY COMMERCIAL
- OPEN SPACE
- CROWN LAND
- STREAMS / RIVERS
- WATERBODIES
- POWASSAN URBAN SERVICE AREA
- TROUT CREEK SETTLEMENT AREA

TRANSPORTATION & INFRASTRUCTURE

- PROVINCIAL HIGHWAY
- MUNICIPAL ROADS
- SEASONAL MAINTAINED ROADS
- PIPELINE
- RAILWAY

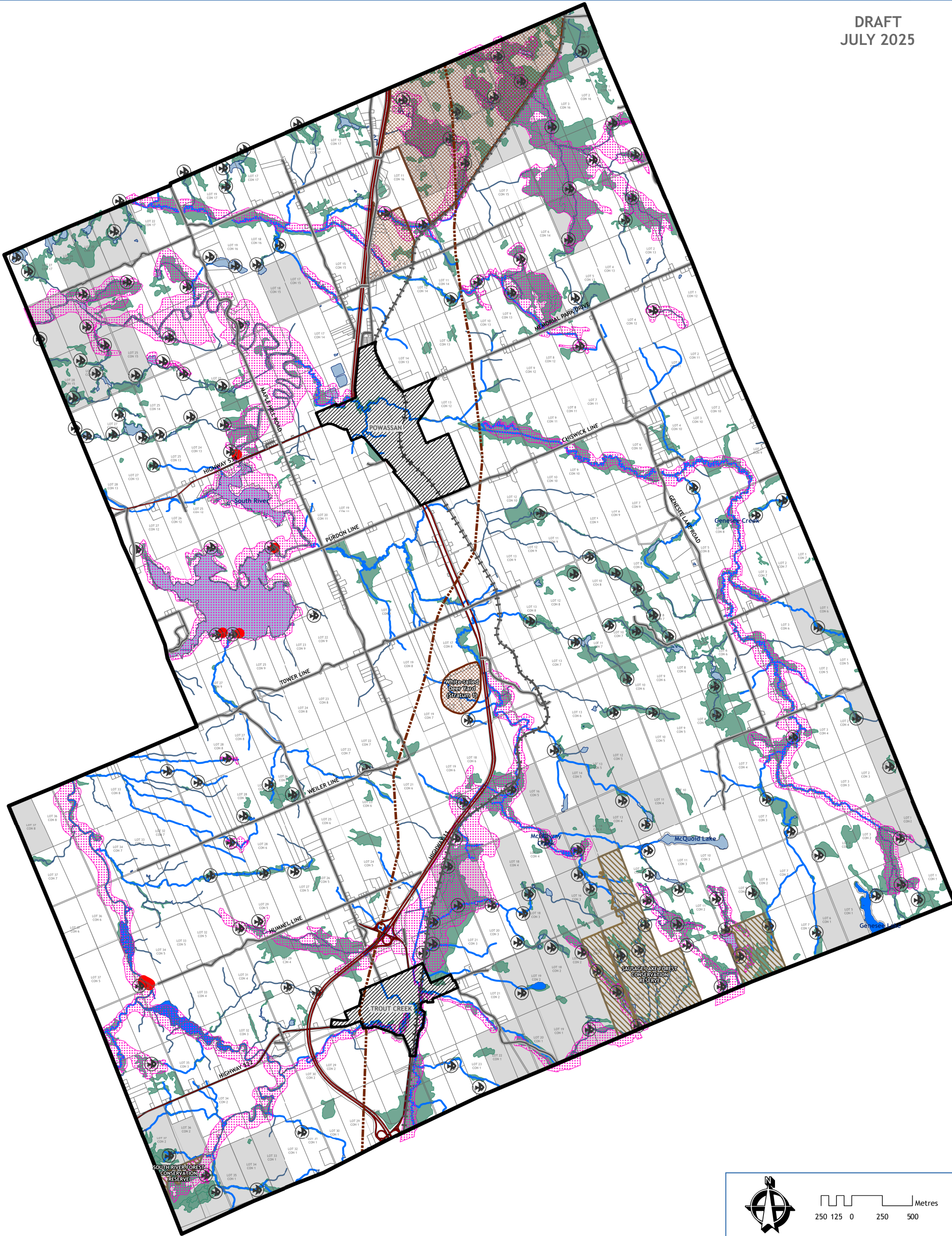


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SETTLEMENT AREAS

NATURAL FEATURES

CONSERVATION RESERVE

WETLAND - NOT EVALUATED per OWES

FLOODPLAIN

WILDLIFE ACTIVITY AREA

FISH SPAWNING - MUNICIPAL

FISH SPAWNING - PROVINCIAL

STREAMS / RIVERS

COLD WATER STREAMS

WATERBODIES

COLD WATER LAKES

PROVINCIAL HIGHWAY

MUNICIPAL ROADS

CROWN LAND

Metres

250 125 0 250 500

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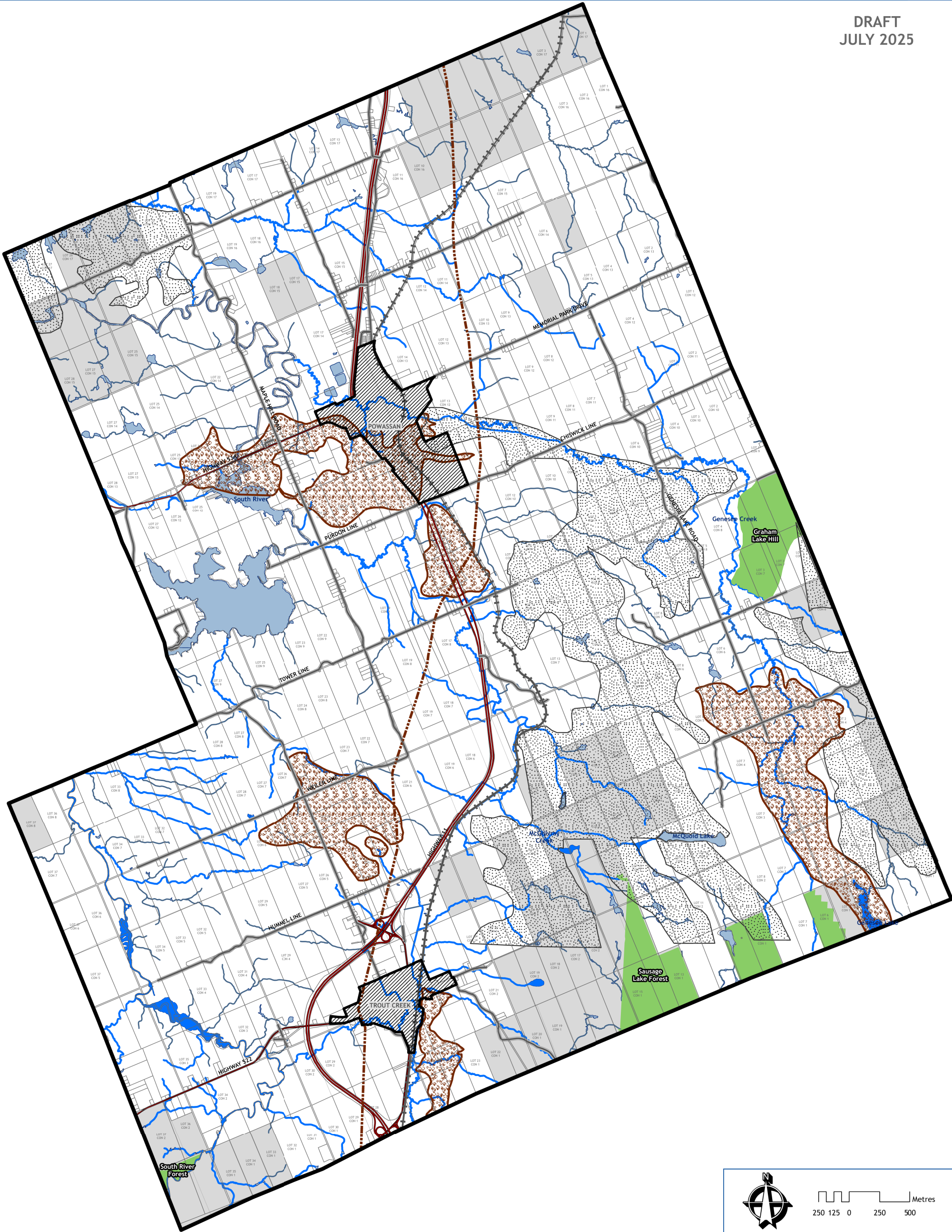
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PLANScape

BUILDING COMMUNITY THROUGH PLANNING

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SETTLEMENT AREAS

ANSI - EARTH & LIFE SCIENCE AREAS

BEDROCK RESOURCES

SAND & GRAVEL RESOURCE AREAS

NATURAL FEATURES

RESOURCES

** BEDROCK DATA NOT AVAILABLE AROUND TROUT CREEK AREA

CROWN LAND

MUNICIPAL ROADS

PROVINCIAL HIGHWAY

STREAMS / RIVERS

COLD WATER STREAMS

WATERBODIES

COLD WATER LAKES

Metres

250 125 0 250 500

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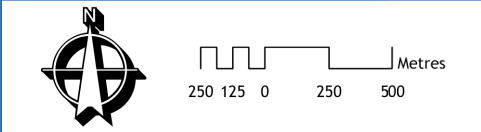
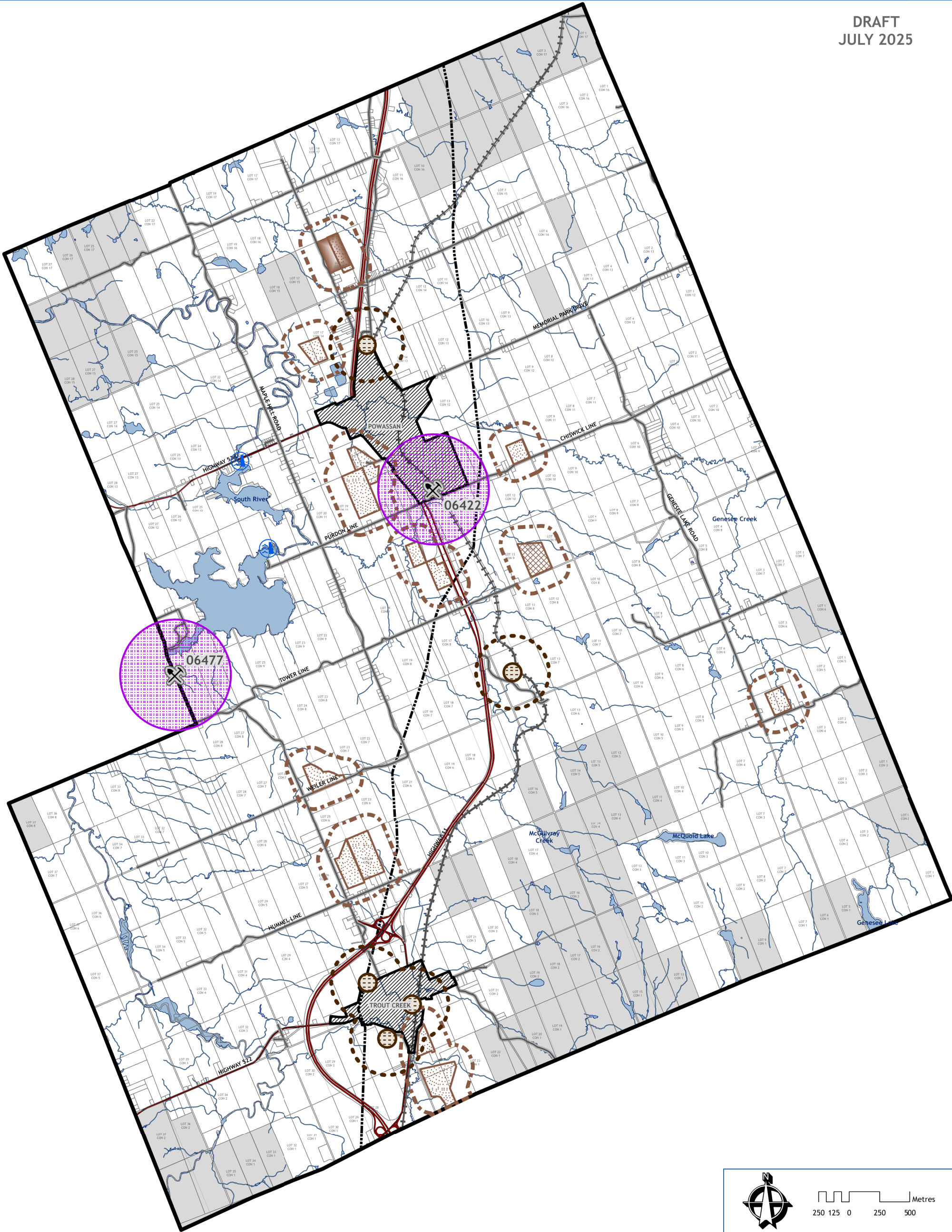
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PLANScape

BUILDING COMMUNITY THROUGH PLANNING

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SETTLEMENT AREAS

ABANDONED MINES

AMIS 1 KM BUFFER

CONTAMINATED SITES

CONTAMINATED SITE 500m BUFFER

PIT & QUARRY

PIT

QUARRY

INFLUENCE AREA 300m BUFFER

ONTARIO POWER GENERATION DAM

PIPELINE

RAILWAY

CROWN LAND

STREAMS / RIVERS

WATERBODIES

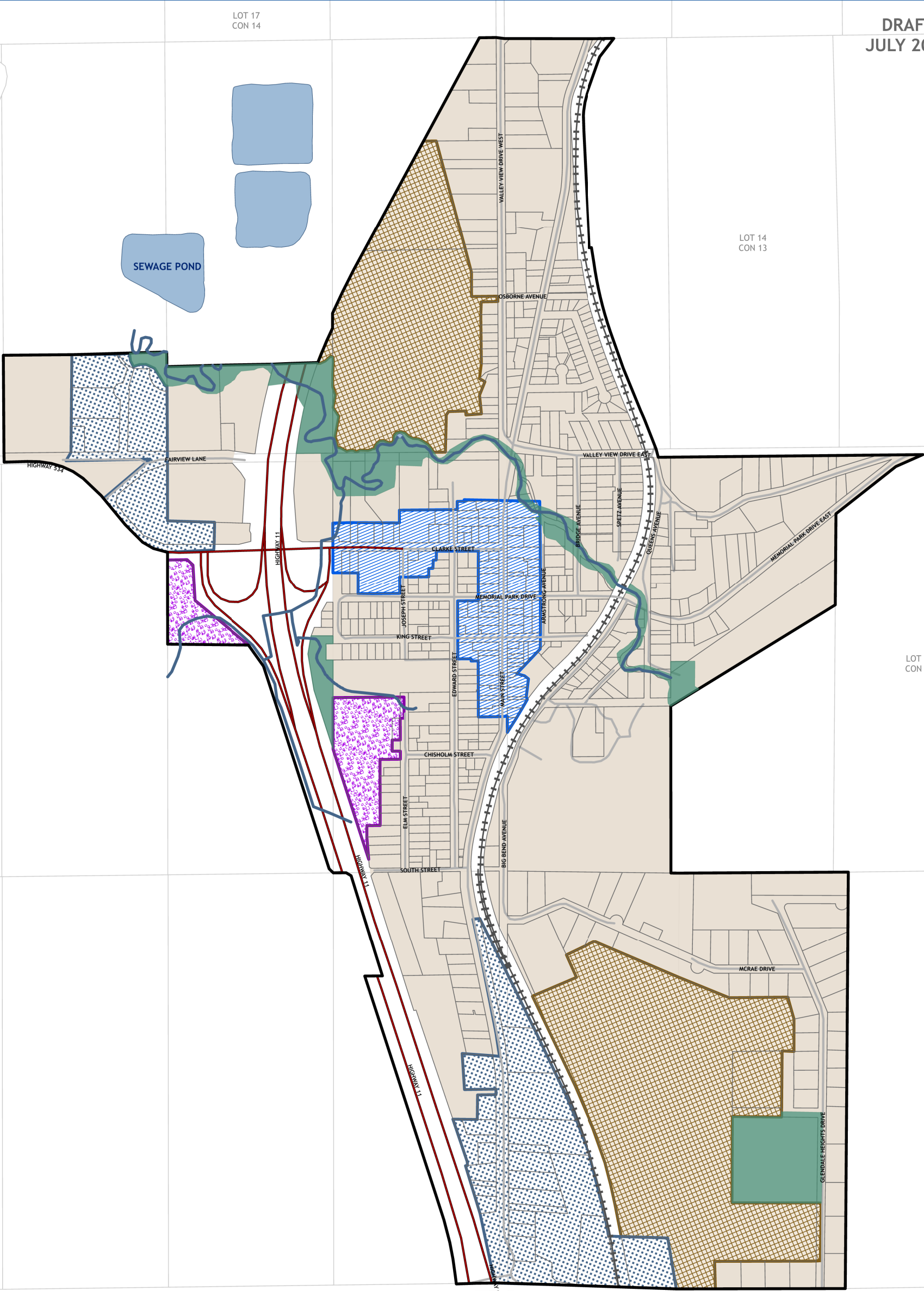
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PLANScape
BUILDING COMMUNITY THROUGH PLANNING

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LAND USE DESIGNATIONS

- | | | |
|--------------------|--------------------|------------------|
| RESIDENTIAL | HIGHWAY COMMERCIAL | STREAMS / RIVERS |
| FUTURE RESIDENTIAL | PROVINCIAL HIGHWAY | WATERBODIES |
| DOWNTOWN | MUNICIPAL ROADS | |
| BUSINESS PARK | RAILWAY | |
| OPEN SPACE | | |

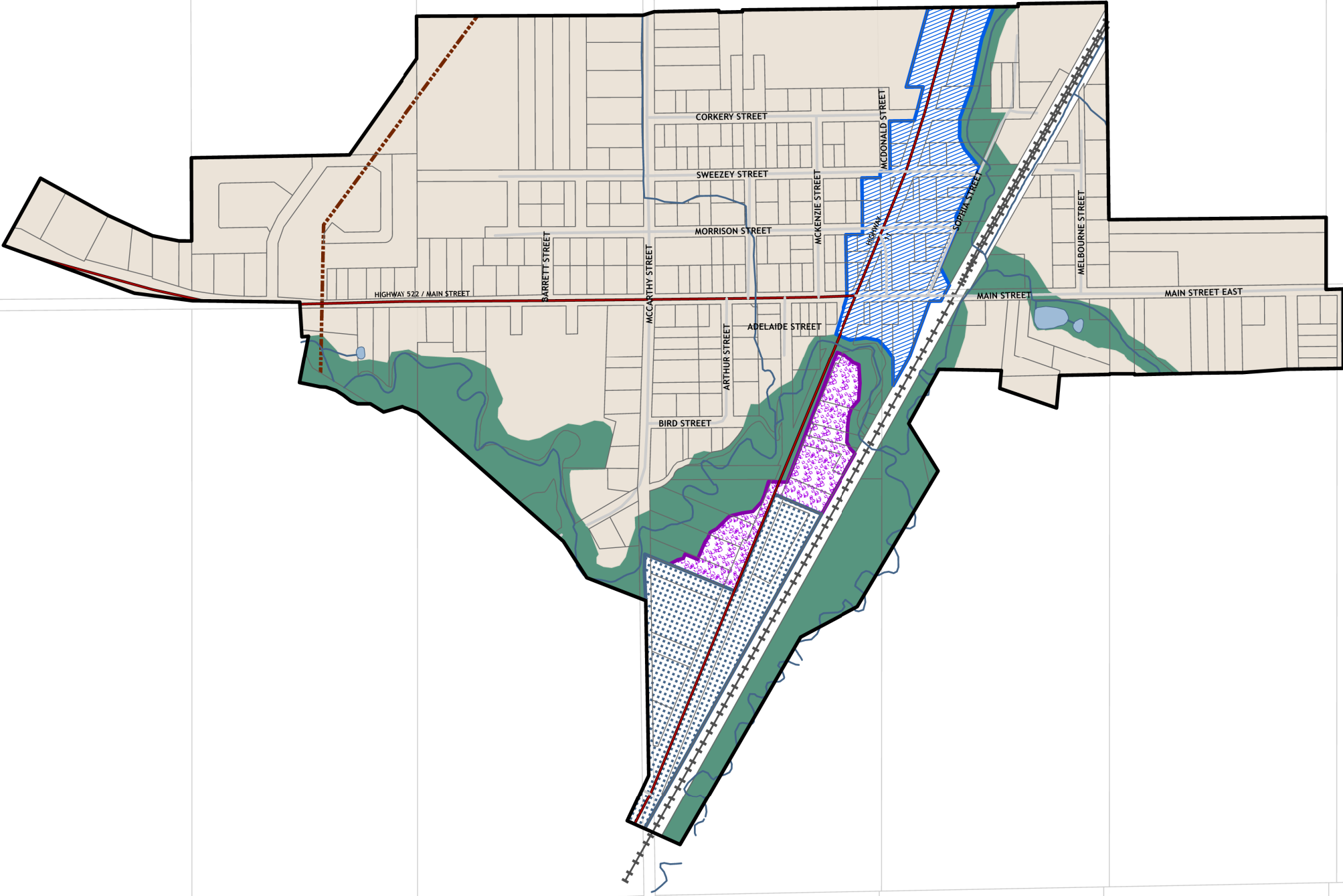


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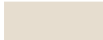










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LAND USE DESIGNATIONS

- | | | | | | |
|--|--------------------|---|--------------------|---|------------------|
|  | RESIDENTIAL |  | PROVINCIAL HIGHWAY |  | STREAMS / RIVERS |
|  | DOWNTOWN |  | MUNICIPAL ROADS |  | WATERBODIES |
|  | BUSINESS PARK |  | PIPELINE | | |
|  | OPEN SPACE |  | RAILWAY | | |
|  | HIGHWAY COMMERCIAL | | | | |



Metres

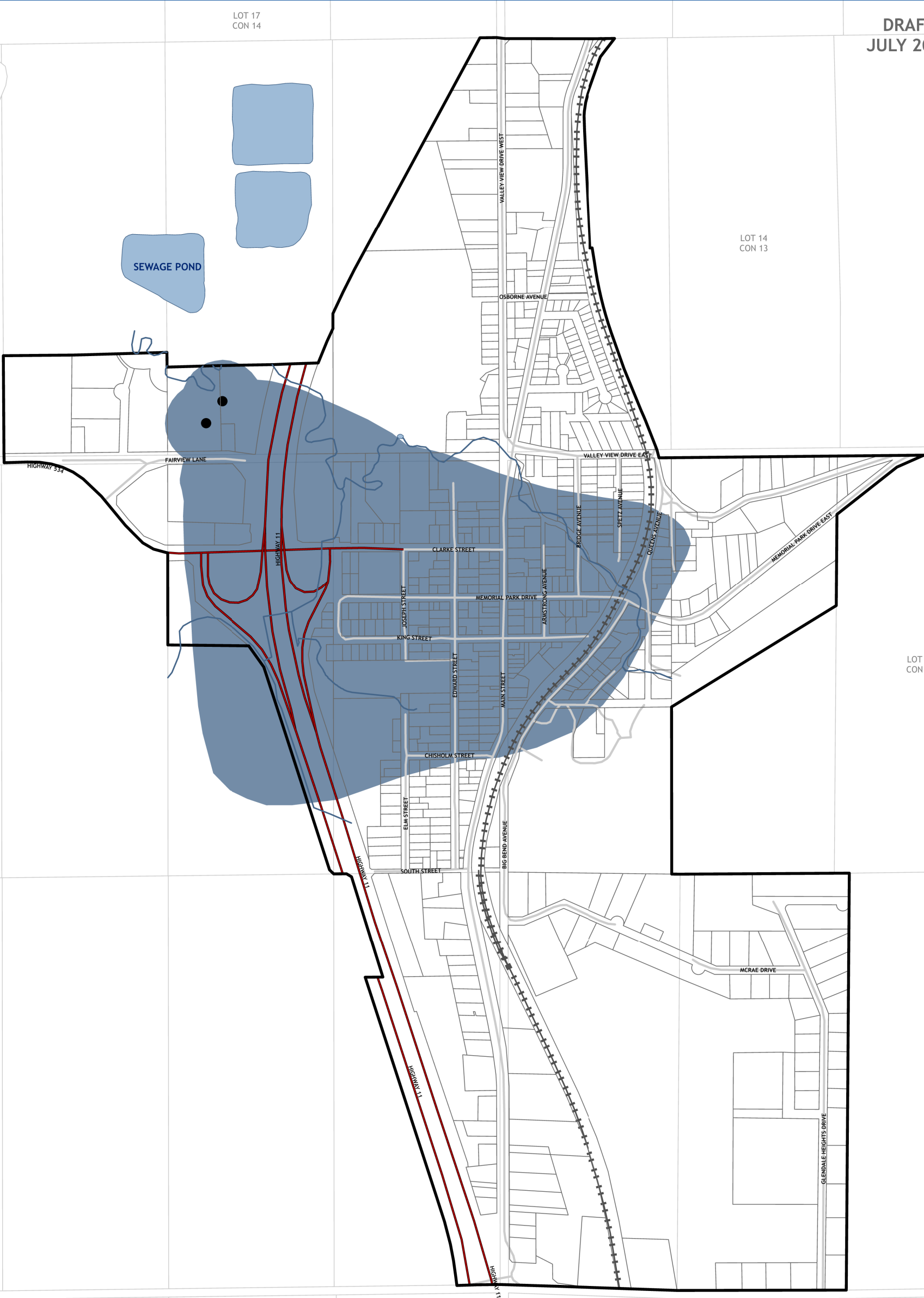
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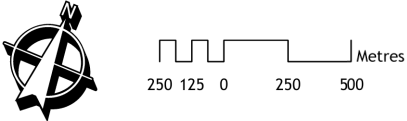
JULY 2025



WELLHEAD PROTECTION AREA

- DRINKING WATER INTAKE
- WELLHEAD PROTECTION AREA
- PROVINCIAL HIGHWAY
- MUNICIPAL ROADS
- +++++

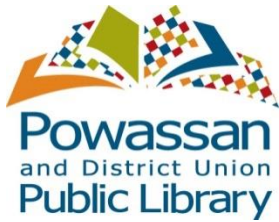
 RAILWAY
- STREAMS / RIVERS
- WATERBODIES



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Source: North Bay-Mattawa Conservation Authority
Source Protection Plan - Approved March 5, 2015
https://actforcleanwater.ca/media/1017/nbm_sp-plan-approved-20150305.pdf



July 29, 2025

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

Dear Mayor McIsaac and Council members,

Here is our Audited Financial Statements Report for 2024. When it was presented to us, we were pleasantly surprised to find out that all our efforts to end up with a balanced budget paid off. We ended up with a small surplus (\$6,667), part of which (\$1,200) we promptly transferred to our Maintenance Reserve, and the remainder (\$5,467) went to reducing the deficit.

The series of actions the Board and the administration took in 2024 ensured we ended up with that small surplus. They are as follows:

1. There were no wage increases in 2024.
2. There was a very generous in-kind donation of architectural fees from Shawn Houghtling of RH Carter Architects for the new quiet room. This meant we did not have to use all the moneys from the funds raised in 2023 through the Lisa LaFlamme event and were able to add at least \$6,000 to revenue.
3. The Budget Committee was able to reduce some variable expenses throughout the submitted budget.
4. The library received many generous donations from community members to cover the shortfall resulting from cutting all new book purchases as of June 30, 2024, as well as many other services.
5. The library received four substantial grants in 2024, three of which had 90% of the funds paid that year, while many of the expenses occurred in 2025.

As always, we look forward to continuing to serve our great community!

Sincerely,

A handwritten signature in black ink that reads "Marie Rosset". The signature is written in a cursive, flowing style.

Marie Rosset, CEO
Powassan & District Union Public Library

Powassan and District Union Public Library

**Independent Auditor's Report and
Financial Statements**

December 31, 2024

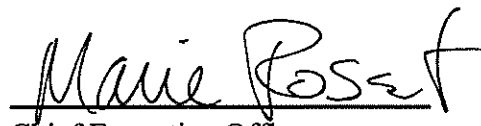
Management's Responsibility for the Financial Statements

The accompanying financial statements of the Powassan and District Union Public Library (the "Library") are the responsibility of the Library's management and have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as described in Note 2 to the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Library's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Library meets with management and the external auditor to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Baker Tilly SNT LLP, independent external auditor appointed by the Library. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Library's financial statements.

A handwritten signature in black ink, reading "Marie Rosset". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

Chief Executive Officer

July 7, 2025

Independent Auditor's Report

To the Chairperson and Members of Powassan and District Union Public Library

Qualified Opinion

We have audited the financial statements of Powassan and District Union Public Library, which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, cash flows, and change in net financial assets for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter discussed in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and its results of operations and its cash flows for the year then ended, in accordance with Canadian Public Sector Accounting Standards.

Basis for Qualified Opinion

In common with many libraries, the Powassan and District Union Public Library derives part of its revenues from donations, fines, fees and other revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Powassan and District Union Public Library and we were not able to determine whether any adjustments might be necessary to revenues, annual surplus (deficit), net financial assets and accumulated surplus.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Library in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

ACCOUNTING • TAX • ADVISORY

Baker Tilly SNT LLP is a member of Baker Tilly Canada Cooperative, which is a member of the global network of Baker Tilly International Limited. All members of Baker Tilly Canada Cooperative and Baker Tilly International Limited are separate and independent legal entities.

COMPTABILITÉ • FISCALITÉ • SERVICES-CONSEILS

Baker Tilly SNT s.r.l. est membre de la Coopérative Baker Tilly Canada, qui fait partie du réseau mondial Baker Tilly International Limited. Les membres de la Coopérative Baker Tilly Canada et de Baker Tilly International Limited sont tous des entités juridiques distinctes et indépendantes.

Independent Auditor's Report (continued)

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Independent Auditor's Report (continued)

Auditor's Responsibilities for the Audit of the Financial Statements (continued)

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

North Bay, Ontario
July 7, 2025

Baker Tilly SNT LLP
CHARTERED PROFESSIONAL ACCOUNTANTS,
LICENSED PUBLIC ACCOUNTANTS

Powassan and District Union Public Library
Financial Statements
December 31, 2024

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Powassan and District Union Public Library
Statement of Financial Position
December 31, 2024

	<u>2024</u>	<u>2023</u>
Financial Assets		
Cash and cash equivalents (Note 4)	\$ 96,937	\$ 103,077
Accounts receivable	<u>18,056</u>	<u>9,052</u>
	<u>114,993</u>	<u>112,129</u>
Liabilities		
Accounts payable and accrued charges	7,484	19,353
Deferred revenues (Note 5)	<u>11,879</u>	<u>3,315</u>
	<u>19,363</u>	<u>22,668</u>
Net Financial Assets	<u>95,630</u>	<u>89,461</u>
Non-Financial Assets		
Tangible capital assets (Note 6)	396,581	384,893
Prepaid expenses	<u>2,893</u>	<u>2,395</u>
	<u>399,474</u>	<u>387,288</u>
Accumulated Surplus (Note 7)	<u>\$ 495,104</u>	<u>\$ 476,749</u>
Commitments (Note 9)		

Approved by:

Marie Rose
 CEO

Kristine Martin
 BOARD CHAIR

The accompanying notes are an integral part of these financial statements.

Powassan and District Union Public Library
Statement of Operations and Accumulated Surplus
For The Year Ended December 31, 2024

	2024		2023
	Budget	Actual	Actual
	(unaudited)		
Revenues			
Municipal contributions (Note 8)	\$ 183,512	\$ 182,987	\$ 171,192
Province of Ontario - operating grant	22,101	22,101	22,101
Province of Ontario - Trillium grant	47,400	34,437	-
Province of Ontario - seniors community grant	7,816	3,452	-
Summer Experience Program grant	4,634	4,634	-
Other grants	5,106	-	-
Southern Ontario Library Service	2,760	2,760	2,340
Fundraising	2,000	619	27,384
Donations	14,850	24,866	19,445
Fines, fees and other	18,012	22,230	18,716
Total Revenues	<u>308,191</u>	<u>298,086</u>	<u>261,178</u>
Expenses			
Amortization	33,208	33,208	30,423
Books and electronic resources	4,555	4,947	3,097
Elevator service	6,300	5,083	4,878
Fundraising	300	240	12,019
Insurance	6,000	6,277	7,986
Interest and bank charges	250	493	262
Office supplies and general expenses	8,875	8,746	9,989
Professional fees	3,800	5,161	3,868
Programming	6,725	3,997	2,988
Salaries and benefits	205,941	193,090	179,234
Training and conferences	675	323	568
Utilities and maintenance	25,956	18,166	16,568
Total Expenses	<u>302,585</u>	<u>279,731</u>	<u>271,880</u>
Annual Surplus (Deficit)	5,606	18,355	(10,702)
Accumulated Surplus, Beginning of Year	<u>476,749</u>	<u>476,749</u>	<u>487,451</u>
Accumulated Surplus, End of Year	<u><u>\$ 482,355</u></u>	<u><u>\$ 495,104</u></u>	<u><u>\$ 476,749</u></u>

The accompanying notes are an integral part of these financial statements.

Powassan and District Union Public Library
Statement of Cash Flows
For The Year Ended December 31, 2024

	<u>2024</u>	<u>2023</u>
Operations transactions		
Annual surplus (deficit)	\$ 18,355	\$ (10,702)
Cash provided by (applied to)		
Amortization of tangible capital assets	33,208	30,423
Increase in accounts receivable	(9,004)	(2,352)
Decrease in accounts payable and accrued charges	(11,869)	(10,579)
Increase in deferred revenues	8,564	-
Decrease (increase) in prepaid expenses	<u>(498)</u>	<u>4,943</u>
Cash provided by operating transactions	<u>38,756</u>	<u>11,733</u>
Capital transactions		
Acquisition of tangible capital assets	<u>(44,896)</u>	<u>(16,693)</u>
Decrease in cash and cash equivalents	(6,140)	(4,960)
Cash and Cash Equivalents, at the Beginning of Year	<u>103,077</u>	<u>108,037</u>
Cash and Cash Equivalents, at the End of Year	<u><u>\$ 96,937</u></u>	<u><u>\$ 103,077</u></u>

The accompanying notes are an integral part of these financial statements.

Powassan and District Union Public Library

Statement of Changes in Net Financial Assets

For The Year Ended December 31, 2024

	2024		2023
	Budget	Actual	Actual
	(unaudited)		
Annual Surplus (Deficit)	\$ 5,606	\$ 18,355	\$ (10,702)
Amortization of tangible capital assets	33,208	33,208	30,423
Acquisition of tangible capital assets	(52,944)	(44,896)	(16,693)
Decrease (increase) in prepaid expenses	-	(498)	4,943
Increase (decrease) in Net Financial Assets	(14,130)	6,169	7,971
Net Financial Assets, Beginning of Year	89,461	89,461	81,490
Net Financial Assets, End of Year	\$ 75,331	\$ 95,630	\$ 89,461

The accompanying notes are an integral part of these financial statements.

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

1. Purpose of the Organization

The Powassan and District Union Public Library (the "Library"), which is funded and supported by the Municipality of Powassan, the Township of Chisholm, the Township of Nipissing, and Restoule (the Municipalities) was established in 1980 pursuant to the Public Libraries Act of Ontario as a Municipal Public Library. The Library, on behalf of the residents and taxpayers of the Municipalities, oversees the management and operation of the library and further serves as a policy making body for the organization. The members of the Library are appointed by the Council of the Municipalities.

2. Significant Accounting Policies

These financial statements have been prepared by management in accordance with Canadian Public Sector Accounting Standards for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The significant accounting policies are summarized as follows:

Basis of Accounting

The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

Cash and Cash Equivalents

The Library's policy is to disclose bank balances under cash and cash equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdrawn and term deposits with maturities of twelve months from the date of acquisition or less or those that can be readily convertible to cash.

Deferred Revenue

Deferred revenues represent grants and contributions that have been collected for which the related services have yet to be performed. Revenue is recognized in the period when services are performed.

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

2. Significant Accounting Policies (Continued)

Revenue Recognition

The Library follows the deferral method of accounting.

Government transfers, such as municipal contributions and grants, are recognized in the financial statements in the period in which events giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent that stipulations associated with the transfer give rise to a liability. If a liability is created, the satisfaction of the transfer stipulations by the recipient government determines the timing of the recognition of the transfer as revenue.

Southern Ontario Library Service, donations, fines, fees and other revenues are recognized as revenue when received.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus (deficit), provides the change in net financial assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Buildings	25 to 50 years
Books	7 years
Shelving and storage	10 years
Equipment	5 years

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

2. Significant Accounting Policies (Continued)

Use of Estimates

The preparation of financial statements in conformity with the Public Sector Accounting Board of the Chartered Professional Accountants of Canada requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. These estimates are based on management's best knowledge of current events and actions that the Library may undertake in the future. Accounts subject to significant estimates include the useful life of tangible capital assets and the related amortization and accrued charges. Actual results could differ from these estimates. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

Financial instruments

Financial instruments are classified at either fair value or amortized cost.

Financial instruments classified at amortized cost include cash and cash equivalents, accounts receivable, accounts payable and accrued charges. They are initially recorded at their fair value and subsequently carried at amortized cost using the effective interest rate method, less impairment. Transaction costs are added to the carrying value of the instrument.

3. Change in Accounting Policies

On January 1, 2024, the Library adopted the following standards on a prospective basis: PS 3400 *Revenue*, PSG-8 *Purchased Intangibles* and PS 3160 *Public Private Partnerships (P3s)*. The adoption of these standards had no impact on the opening balances.

Section PS 3400 *Revenue*, establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.

Guideline PSG-8 *Purchased Intangibles*, provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

Section PS 3160 *Public Private Partnerships (P3s)*, provides specific guidance on the accounting and reporting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

4. Cash and Cash Equivalents

	<u>2024</u>	<u>2023</u>
Cash - operating	\$ 44,166	\$ 52,742
Term deposits maturing between July 2025 and December 2025, bearing interest at rates from 2.75% to 4.90%	<u>52,771</u>	<u>50,335</u>
	<u>\$ 96,937</u>	<u>\$ 103,388</u>

5. Deferred Revenues

	<u>2024</u>	<u>2023</u>
Deferred revenues, set aside for specific purposes, are comprised of the following:		
Balance, beginning of year	\$ 3,315	\$ 3,315
Revenues received during the year	26,253	-
Revenues recognized during the year	<u>(17,689)</u>	<u>-</u>
Balance, end of year	<u>\$ 11,879</u>	<u>\$ 3,315</u>

The details of the continuity of these deferred revenues are as follows:

Municipal contributions - Restoule	\$ 3,315	\$ 3,315
Ontario Trillium Foundation	5,763	-
Provincial Seniors Community Grant	<u>2,801</u>	<u>-</u>
	<u>\$ 11,879</u>	<u>\$ 3,315</u>

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

6. Tangible Capital Assets

	Cost				Accumulated Amortization				Net Book Value	
	Balance, beginning of year	Additions	Disposals	Balance, end of year	Balance, beginning of year	Amortization	Disposals	Balance, end of year	2024	2023
Building	\$ 550,403	\$ 21,073	\$ -	\$ 571,476	\$ 217,339	\$ 12,986	\$ -	\$ 230,325	\$ 341,151	\$ 333,064
Books	121,737	9,817	(13,725)	117,829	72,789	16,920	(13,725)	75,984	41,845	48,948
Shelving and storage	27,659	-	-	27,659	24,782	501	-	25,283	2,376	2,877
Equipment	78,727	14,006	-	92,733	78,723	2,801	-	81,524	11,209	4
	<u>\$ 778,526</u>	<u>\$ 44,896</u>	<u>\$ (13,725)</u>	<u>\$ 809,697</u>	<u>\$ 393,633</u>	<u>\$ 33,208</u>	<u>\$ (13,725)</u>	<u>\$ 413,116</u>	<u>\$ 396,581</u>	<u>\$ 384,893</u>

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

7. Accumulated Surplus

	<u>2024</u>	<u>2023</u>
Surplus		
Invested in tangible capital assets	\$ 396,581	\$ 384,893
General	<u>1,554</u>	<u>(3,913)</u>
Total surplus	<u>398,135</u>	<u>380,980</u>
Reserves		
Maintenance	4,800	3,600
Working funds	<u>92,169</u>	<u>92,169</u>
Total reserves	<u>96,969</u>	<u>95,769</u>
Accumulated Surplus	<u><u>\$ 495,104</u></u>	<u><u>\$ 476,749</u></u>

8. Municipal Contributions

	<u>2024</u>	<u>2023</u>
Municipality of Powassan	\$ 114,194	\$ 103,388
Township of Chisholm	28,548	30,016
Township of Nipissing	35,686	33,351
Restoule	<u>4,559</u>	<u>4,437</u>
	<u><u>\$ 182,987</u></u>	<u><u>\$ 171,192</u></u>

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

9. Commitments

The Powassan and District Union Public Library has entered into an agreement for the maintenance of its elevator. The agreement commenced on October 1, 2023 and is valid for five years, subject to renewal thereafter. The annual fee is \$3,740 plus applicable taxes and is subject to an annual adjustment in direct proportion to the increase or decrease in the hourly labour rate.

10. Financial Instruments

Risks arising from financial instruments and risk management

The Library is exposed to a variety of financial risks including credit risk, liquidity risk and market risk.

There have been no changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

Credit risk

Credit risk is the risk of losses resulting from a counterparty's failure to honour its contractual obligations. The Library is exposed to credit risk to the extent that accounts receivable are not collected in a timely manner. The Library's financial assets consisting of cash and cash equivalents and accounts receivable are subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the maximum credit risk of the Library at the date of the statement of financial position. The Library does not believe it is subject to significant credit risk.

Liquidity risk

Liquidity risk is the risk that the Library will not be able to meet its financial obligations as they become due. The Library's financial liabilities include accounts payable and accrued charges. The Library maintains sufficient resources to meet its obligations. The Library does not believe it is subject to significant liquidity risk.

Market risk

Market risk is the risk of changes in the fair value of financial instruments resulting from fluctuations in the market. The Library is exposed to currency risk, interest risk and price risk to the extent that the fair value of a financial instrument will fluctuate as a result of market factors. The Library's financial instruments consisting of cash and cash equivalents, accounts receivable, accounts payable and accrued charges are subject to market risk. The Library does not believe it is subject to significant market risk.

Powassan and District Union Public Library

Notes to the Financial Statements

December 31, 2024

11. Budget Figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Library. The budget approved by the Library is developed on a model used to manage program spending within the guidelines of the model. Given differences between the model and generally accepted accounting principles established by the Canadian Public Sector Accounting Board, the budget figures presented have been adjusted to conform with this basis of accounting that is used to prepare the financial statements. The budget figures are unaudited.

12. Comparative Figures

The presentation of certain accounts of the previous year has been changed to conform with the presentation adopted for the current year.

North Bay - Mattawa Conservation Authority
Financial Statements
December 31, 2024

North Bay - Mattawa Conservation Authority
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For the year ended December 31, 2024

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Independent Auditor's Report

To the Members and Board of Directors of North Bay - Mattawa Conservation Authority:

Opinion

We have audited the financial statements of North Bay - Mattawa Conservation Authority (the "Organization"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, changes in net financial assets (net debt) and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2024, and the results of its operations, changes in its net financial assets (net debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Sudbury, Ontario

May 14, 2025

MNP LLP

Chartered Professional Accountants

Licensed Public Accountants

North Bay - Mattawa Conservation Authority

Statement of Financial Position


As at December 31, 2024

	2024	2023
Financial assets		
Cash and equivalents	982,378	1,292,769
Accounts receivable (Note 3)	249,675	86,795
Note receivable (Note 4)	4,147	24,880
Total of assets	1,236,200	1,404,444
Liabilities		
Accounts payable and accrued liabilities	245,393	530,266
Employee future benefits (Note 6)	150,604	128,762
Deferred revenue (Note 7)	63,722	410,375
Long-term debt (Note 8)	516,561	535,875
Total of financial liabilities	976,280	1,605,278
Net financial assets (net debt)	259,920	(200,834)
Contingency (Note 9)		
Subsequent event (Note 10)		
Non-financial assets		
Tangible capital assets (Note 11)	13,187,286	13,587,228
Prepaid expenses	22,212	22,212
Total non-financial assets	13,209,498	13,609,440
Accumulated surplus (Note 12)	13,469,418	13,408,606

Approved on behalf of the Board

X 

Director

X 

Director

The accompanying notes are an integral part of these financial statements

North Bay - Mattawa Conservation Authority

Statement of Operations and Accumulated Surplus

For the year ended December 31, 2024

	2024	2024	2023
	<i>Budget</i>		
	<i>(Unaudited)</i>		
Revenue			
Levies	1,676,044	1,868,278	1,757,513
Fees	1,293,086	1,024,096	1,016,685
Ministry of Environment, Conservation and Parks	160,753	175,974	243,844
Ministry of Natural Resources and Forestry	133,490	132,470	173,470
Other grants	100,000	25,031	169,605
Other revenue	865,882	470,346	1,078,403
Property rent	128,280	94,446	66,688
Donations	35,200	30,328	55,534
Interest	18,896	60,165	52,288
	4,411,631	3,881,134	4,614,030
Program expenses			
Capital Lands and Property	261,485	60,907	183,238
Conservation Areas and Lands	579,711	551,310	140,185
Corporate Services	287,594	388,288	557,154
Corporate Services - Capital	174,985	4,132	48,879
DIA Technical - Capital	-	-	232,299
Erosion Control	-	-	62,670
Flood Forecasting	-	-	84,772
Ice Management	-	-	5,325
Integrated Watershed Management - Capital	-	-	344,226
Interpretative Centre	-	-	70,992
Laurentian Ski Hill and Snowboarding Club	150,000	371,193	142,170
On Site Sewage System Program	1,211,200	1,073,637	1,160,131
Outreach	-	-	46,664
Section 28 Regulations	-	-	58,208
Source Water Protection	160,753	173,279	185,263
Water Quality	-	-	6,487
Water Resources Management	626,067	726,886	199,630
Water Resources Management - Capital	522,000	76,000	345,202
Watershed Municipal Programs	23,197	22,741	-
Watershed Planning	341,053	242,871	119,229
Watershed Support Programs	73,586	46,643	-
Total expenditures	4,411,631	3,737,887	3,992,724
Surplus before other items	-	143,247	621,306
Other expense			
Loss on disposal of tangible capital assets	-	(14,749)	-
Legal settlements	-	(67,686)	-
Surplus	-	60,812	621,306
Accumulated surplus, beginning of year	13,408,606	13,408,606	12,787,300
Accumulated surplus, end of year	13,408,606	13,469,418	13,408,606

The accompanying notes are an integral part of these financial statements

North Bay - Mattawa Conservation Authority
Statement of Change in Net Financial Assets (Net Debt)

For the year ended December 31, 2024

	<i>2024</i> <i>Budget</i>	<i>2024</i>	<i>2023</i>
Annual surplus	-	60,812	621,306
Acquisition of tangible capital assets	-	(94,944)	(349,594)
Amortization of tangible capital assets	-	405,137	412,525
Loss on disposal of tangible capital assets	-	14,749	-
Proceeds from sale of tangible capital assets	-	75,000	-
	-	399,942	62,931
Acquisition of prepaid expenses	-	(81,432)	(89,558)
Use of prepaid expenses	-	81,432	89,558
	-	-	-
Increase in net financial assets	-	460,754	684,237
Net debt, beginning of year	(200,834)	(200,834)	(885,071)
Net financial assets (net debt), end of year	(200,834)	259,920	(200,834)

The accompanying notes are an integral part of these financial statements

North Bay - Mattawa Conservation Authority

Statement of Cash Flows

For the year ended December 31, 2024

	2024	2023
Operating activities		
Surplus	60,812	621,306
Non-cash items		
Amortization	405,137	412,525
Loss on disposal of tangible capital assets	14,749	-
	480,698	1,033,831
Changes in working capital accounts		
Accounts receivable	(162,880)	20,448
Loan receivable	20,733	16,586
Accounts payable and accrued liabilities	(284,873)	74,758
Deferred revenue	(346,653)	(957,724)
Employee future benefits	21,842	(25,650)
	(271,133)	162,249
Financing activities		
Repayment of long-term debt	(19,314)	(17,866)
Capital activities		
Purchases of tangible capital assets	(94,944)	(349,594)
Proceeds from disposal of tangible capital assets	75,000	-
	(19,944)	(349,594)
Decrease in cash resources	(310,391)	(205,211)
Cash resources, beginning of year	1,292,769	1,497,980
Cash resources, end of year	982,378	1,292,769

The accompanying notes are an integral part of these financial statements

North Bay - Mattawa Conservation Authority

Notes to the Financial Statements

For the year ended December 31, 2024

1. Nature of the Authority

The Authority manages programs designed to further the conservation, restoration, development and management of natural surface resources in the North Bay - Mattawa area. The Authority was incorporated under the Conservation Authorities Act of Ontario. The Authority is a registered charitable organization and is exempt from income taxes under the Canadian Income Tax Act.

2. Significant accounting policies

These financial statements are the representations of management, prepared in accordance with Canadian public sector accounting standards and including the following significant accounting policies:

Financial instruments

The Organization recognizes its financial instruments when the Organization becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Organization may irrevocably elect to subsequently measure any financial instrument at fair value. The Organization has not made such an election during the year.

The Organization subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Transactions to purchase or sell these items are recorded on the trade date. Net gains and losses arising from changes in fair value are recognized in the statement of remeasurement gains and losses. The Organization has not presented a statement of remeasurement gains and losses as it does not have any items giving rise to remeasurement gains (losses). Interest income is recognized in the statement of operations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost. With the exception of those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost using the effective interest rate method.

Transaction costs directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in surplus. Conversely, transaction costs are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

All financial assets except derivatives are tested annually for impairment. Management considers whether the investee has experienced continued losses for a period of years, recent collection experience for the loan, such as a default or delinquency in interest or principal payments, etc. in determining whether objective evidence of impairment exists. Any impairment, which is not considered temporary, is recorded in the statement of operations. Write-downs of financial assets measured at cost and/or amortized cost to reflect losses in value are not reversed for subsequent increases in value. Reversals of any net remeasurements of financial assets measured at fair value are reported in the statement of remeasurement gains and losses.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of tangible capital assets. Accrued liabilities are estimated based on historical charges for unbilled goods and services at year-end. Employee future benefits are estimated based on estimated benefits to be paid to employees after retirement from active service.

By their nature, these judgments are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates and assumptions in future years could be material. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the years in which they become known.

North Bay - Mattawa Conservation Authority
Notes to the Financial Statements
For the year ended December 31, 2024

2. Significant accounting policies *(Continued from previous page)*

Net financial assets (net debt)

The Organization's financial statements are presented so as to highlight net financial assets (net debt) as the measurement of financial position. The net financial assets (net debt) of the Organization is determined by its financial assets less its liabilities. Net financial assets (net debt) combined with non-financial assets comprise a second indicator of financial position, accumulated surplus.

Asset classification

Assets are classified as either financial or non-financial. Financial assets are assets that could be used to discharge existing liabilities or finance future operations. Non-financial assets are acquired, constructed or developed assets that do not normally provide resources to discharge existing liabilities but are employed to deliver government services, may be consumed in normal operations and are not for resale in the normal course of operations. Non-financial assets include tangible capital assets and prepaid expenses.

Cash and cash equivalents

Cash and cash equivalents include cash, term deposits and marketable securities with maturities of three months or less.

Notes receivable

Notes receivable are initially recorded at fair value and subsequently measured at their amortized cost less impairment. Amortized cost is calculated as the loans' principal amount less any allowance for anticipated losses.

Employee future benefits

The Organization's employee future benefit programs consist of non-pension post-employment benefits. Benefits are payable to future retirees provided they retire from active service. Benefits are payable from retirement until the attainment of age 65.

The estimated future cost of providing post-employment benefits is actuarially determined using the projected benefits method. The attribution period for such cost begins the date of hire of the employee to the date the employee becomes fully eligible to receive the benefits. The Organization determines its discount rates using the single rate which most closely produces the obligation determined using the spot rate yield curve prepared by Fiera Capital in co-operation with the Canadian Institute of Actuaries.

No assets have or are expected to be accumulated for this plan. Prior period employee service costs resulting from plan amendments are expensed in the period of the plan amendment.

The Organization is part of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. There is insufficient information to apply defined benefit plan accounting. Accordingly the Organization is not able to identify its share of the plan assets and liabilities, and therefore, the Organization uses defined contribution accounting for this plan.

As such, the Authority's contributions to the defined contribution plan are expensed as incurred.

Tangible capital assets

Tangible capital assets are initially recorded at cost based on historical cost accounting records. Contributed tangible assets are recorded at their fair value at the date of contribution.

When conditions indicate that a tangible capital asset no longer contributes to the Organization's ability to provide goods and services, or that the value of future economic benefits associated with a tangible capital asset is less than its net book value, the Organization reduces the cost of the asset to reflect the decline in its value. Write-downs of tangible capital assets are not reversed.

North Bay - Mattawa Conservation Authority

Notes to the Financial Statements

For the year ended December 31, 2024

2. Significant accounting policies (Continued from previous page)

Tangible capital assets (Continued from previous page)

Amortization

Tangible capital assets are amortized annually using the following methods at rates intended to amortize the cost of the assets over their estimated useful lives:

	Method	Rate
Buildings	straight-line	20 to 50 years
Infrastructure	straight-line	5 to 50 years
Vehicles	declining balance	3 to 5 years
Power equipment	declining balance	5 to 20 years
Equipment	declining balance	4 to 10 years

Long-lived assets and discontinued operations

Long-lived assets consist of tangible capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The Authority performs impairment testing on long-lived assets held for use whenever events or changes in circumstances indicate that the carrying amount of an asset, or group of assets, may not be recoverable. The carrying amount of a long-lived asset is not recoverable if the carrying amount exceeds the sum of the undiscounted future cash flows from its use and disposal. Impairment is measured as the amount by which the asset's carrying amount exceeds its fair value. Fair value is measured using quoted market prices. Any impairment is included in surplus (deficit) for the year.

Revenue recognition

Grants

Revenue is recognized as it becomes receivable under the terms of applicable grant agreements. Funding received under funding arrangements that relate to a subsequent fiscal period are reflected as deferred revenue on the statement of financial position in the year of receipt.

Levies

Municipal operating levies are recognized in the year they are levied to member municipalities and capital or special levies are recognized as funds are utilized on the applicable projects.

Other revenue

Donations are recognized when received. Interest and property rent are recognized when earned. Fees and other revenues are recognized when they are invoiced and collection is reasonably assured.

Segments

The Organization conducts its business through 12 reportable segments, which have been further described in Note 15.

These operating segments are established by senior management to facilitate the achievement of the Organization's long-term objectives to aid in resource allocation decisions, and to assess operational performance.

For each reported segment, revenue and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information.

North Bay - Mattawa Conservation Authority
Notes to the Financial Statements
For the year ended December 31, 2024

3. Accounts receivable

	2024	2023
Accounts receivable	85,386	37,937
HST rebate receivable	164,289	48,858
	249,675	86,795

Included in the above is \$26,178 (2023 - \$14,172) from member municipalities.

4. Note receivable

Loans receivable consists of the following:

	2024	2023
Loan receivable from the Laurentian Ski Hill Snowboarding Club, payable in annual installments of \$8,293, non-interest bearing, due in May 2026, secured by a general security agreement over all assets of Laurentian Ski Hill Snowboarding Club.	4,147	24,880

5. Bank indebtedness

The Authority has a demand operating line of credit with its Canadian chartered bank permitting advances to a maximum of \$300,000 bearing interest at the bank's prime lending rate plus 0.25%. The balance utilized on this line at year end was \$nil (2023 - \$nil).

6. Employee future benefits

At December 31, this liability consists of the following:

	2024	2023
Accrued vacation for active employees	39,764	49,370
Non-pension post-retirement benefits	110,840	79,392
	150,604	128,762

Non-pension post-retirement benefits are determined in accordance with accepted actuarial practice. The figures presented are from an actuarial valuation report dated December 31, 2024. Selected information about this plan is as follows:

Accrued benefit liability, beginning of year	79,392	71,425
Current service costs	4,503	4,289
Interest cost on obligation	3,872	3,678
Actuarial gains	31,473	-
Less: Benefit payments	(8,400)	-

Accrued benefit liability, end of year	110,840	79,392
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Included in wages and salaries is a net benefit expense as follows:

Current service costs	4,503	4,289
Interest cost on obligation	3,872	3,678
Actuarial gains	31,473	-
Less: Benefit payments	(8,400)	-

	31,448	7,967
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North Bay - Mattawa Conservation Authority

Notes to the Financial Statements

For the year ended December 31, 2024

6. Employee future benefits (Continued from previous page)

Discount rate used at January 1	5%
Discount rate used at December 31	4.6%
Total value of plan assets	\$nil
Expected average remaining service life of active employees	7 years
Health & medical cost inflation trend	5.5% in first year reducing by 0.1% until 4% attained

7. Deferred revenue

	2024	2023
Balance, beginning of year	410,375	1,368,099
Contributions received	236,396	673,682
Amounts recognized to revenue	(583,049)	(1,631,406)
	63,722	410,375
Year-end balances consist of the following		
Municipal levies	27,800	282,975
Provincial grants	35,922	60,900
Other grants	-	66,500
	63,722	410,375

8. Long-term debt

	2024	2023
Loan payable, due June 2027, repayable in monthly installments of \$3,603 including interest at 4.65%	516,561	535,875

Principal repayments on long-term debt in each of the next three years are estimated as follows:

	Principal
2025	19,632
2026	20,564
2027	476,365
	516,561

9. Contingent liability

The Authority receives contributions from various government programs which may be subject to audit. Audit adjustments, if any, are recorded in the accounts in the year in which they become known.

10. Subsequent event

Subsequent to year end, the United States government announced new tariffs on imported goods. The Canadian government then announced retaliatory tariffs and other measures. This has caused significant economic uncertainty and the effects on the Authority are currently uncertain.

North Bay - Mattawa Conservation Authority

Notes to the Financial Statements

For the year ended December 31, 2024

11. Tangible capital assets

	<i>Cost</i>	<i>Additions</i>	<i>Disposals</i>	<i>Accumulated amortization</i>	<i>2024 Net book value</i>
Land	7,172,444	-	89,749	-	7,082,695
Buildings	4,027,106	22,582	-	1,578,090	2,471,598
Infrastructure	9,590,626	48,075	-	6,277,606	3,361,095
Equipment	742,603	24,287	-	568,785	198,105
Vehicles	275,612	-	-	205,272	70,340
Machinery and equipment	88,408	-	-	84,955	3,453
	21,896,799	94,944	89,749	8,714,708	13,187,286

	<i>Cost</i>	<i>Additions</i>	<i>Disposals</i>	<i>Accumulated amortization</i>	<i>Net book value</i>
Land	7,172,444	-	-	-	7,172,444
Buildings	3,900,099	127,007	-	1,498,725	2,528,381
Infrastructure	9,472,763	117,863	-	6,015,436	3,575,190
Equipment	637,879	104,724	-	533,820	208,783
Vehicles	275,612	-	-	175,723	99,889
Machinery and equipment	88,408	-	-	85,867	2,541
	21,547,205	349,594	-	8,309,571	13,587,228

Amortization expense of \$405,137 (2023 - \$412,525) was recorded in the statement of operations.

12. Accumulated operating surplus

Accumulated operating surplus consists of the following:

	<i>2024</i>	<i>2023</i>
General surplus (deficit)	131,978	(21,566)
Reserve - Septic building permit	201,631	279,788
Reserve - Laurentian Ski Hill Capital	95,334	155,020
Reserve - Laurentian Ski Hill Operating	50,789	50,789
Reserve - Land Acquisition	82,235	21,984
Reserve - MRCR	7,264	-
Reserve - Lands and Properties - Capital	175,778	-
Reserve - Water Resources Management - Capital	204,288	-
Invested in tangible capital assets	13,187,286	13,587,228
Amounts to be recovered from future revenues	(667,165)	(664,637)
	13,469,418	13,408,606

13. Laurentian Ski Hill Snowboarding Club

On December 1, 2004 the operation of the business segment known as Jack Pine Hill was transferred by way of legal agreement to the Laurentian Ski Hill Snowboarding Club, a local not-for-profit organization, for proceeds of \$nil. Under the terms of this agreement the Authority maintains legal title/ownership to a majority of the fixed assets of Jack Pine Hill and will provide the use of these assets to the Laurentian Ski Hill Snowboarding Club at an annual fee of \$30,305, plus an annual economic increase. This agreement expired on August 23, 2023, and has been temporarily extended by verbal agreement.

North Bay - Mattawa Conservation Authority

Notes to the Financial Statements

For the year ended December 31, 2024

14. Budget information

The disclosed budget information has been approved by the board of directors of the Authority at the board meeting held on December 13, 2023.

15. Pension Agreements

The Authority makes contributions to the Ontario Municipal Employees Retirement Fund ("OMERS"), which is a multi-employer pension plan, on behalf of full-time members of staff. The plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The Administration Corporation Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to nearly half a million active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2023 and that the most recent, December 31, 2024 annual report disclosed total going concern actuarial liabilities of \$142 billion (2023 - \$136 billion) in respect of benefits accrued for service with actuarial assets at that date of \$140 billion (2023 - \$131 billion) indicating a going concern actuarial deficit of \$2.9 billion (2024 - \$4.2 billion). Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Authority to OMERS for 2024 were \$131,527 (2023 - \$170,230).

16. Segments

During the fiscal year, the Authority had 12 reportable segments. These segments are differentiated by major activities.

Capital Lands and Property – Major maintenance or capital expenditures on conservation lands or properties.

Conservation Areas and Lands – Revenue and expenses for activities that maintain, protect, repair facilities, and administer to NBMCA - owned properties and lands.

Corporate Services – Activities related to providing programs and services of NBMCA.

Corporate Services – Capital – Major Maintenance, capital expenditures, upkeep of Authority wide facilities and services that benefit multiple program areas.

Laurentian Ski Hill and Snowboarding Club – Laurentian Ski Hill Snowboarding Club funds (operating and capital) to support the ski hill functions, activities and capital requirements.

On Site Sewage System Program – Costs directly related to undertake private sewage system approvals, inquiries, and investigations per Ontario Building Code Part 8.

Source Water Protection – Activities to prepare for implementing source protection planning for the watershed through the Drinking Water Act.

Water Resources Management – Water Resources Management consolidates the watershed management projects of the NBMCA including; Flood Control, Erosion Control, Flood Forecasting, Ice Management and Water Quality.

Flood Control – Activities to operate, repair and maintain dams, weirs, pumps, and operate flood control lands.

Erosion Control – Activities involving the operation, maintenance and repair of erosion control structures and associated lands.

Flood Forecasting – Comprehensive flood forecasting and warning program to reduce risk of loss of life and property damage due to flooding. Includes the monitoring of weather and streamflow conditions, precipitation gauges, conducting snow surveys, decision making and issuing statements and warnings, member on spring freshet and dam safety related committees.

North Bay - Mattawa Conservation Authority
Notes to the Financial Statements
For the year ended December 31, 2024

16. Segments *(Continued from previous page)*

Water Quality – Activities related to water quality monitoring program including trends analysis.

Ice Management – Activities involving the monitoring and removal of ice at the Parks Creek Back flood Control Structure area for flood forecasting and prevention.

Water Resources Management – Capital – Water and erosion control infrastructure projects for major maintenance of and studies on flood and erosion control structures.

Watershed Municipal Programs – Those projects requested by member municipalities that are not Category 1 in nature.

Watershed Planning – Planning and development expenses including application review for natural hazards.

Watershed Support Programs – Those projects suggested to the members as being valuable to the watershed and in support of the NBMCA's mission and vision that are not Category 1 in nature.

17. Change in program names

Effective January 1, 2024, the Organization renamed and merged the programs as follows:

- Administration was renamed Corporate Services
- Central Services - Capital was renamed Corporate Services - Capital
- Conservation Lands was renamed Conservation Areas and Lands
- DIA Technical – Capital was merged with Water Resources Management and Watershed Planning
- Erosion Control was merged with Water Resources Management
- Flood Control was renamed Water Resources Management
- Flood Forecasting was merged with Water Resources Management
- Ice Management was merged with Water Resources Management
- Interpretative Centre was merged with Corporate Services and Corporate Services - Capital
- Integrated Watershed Management – Capital was merged with Water Resources Management - Capital
- Section 28 Regulations was merged with Watershed Planning
- Outreach was merged with Corporate Services
- Water Erosion Control Infrastructure – Capital was renamed Water Resources Management - Capital
- Water Quality was merged with Water Resources Management

The comparative figures were not reclassified to reflect these changes as the information required to reclassify the comparative figures was not available.

18. Financial Instruments

The Organization as part of its operations carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest, currency or credit risks arising from these financial instruments.

North Bay - Mattawa Conservation Authority
Schedule 1 - Schedule of Consolidated Expenses by Object
For the year ended December 31, 2024

	2024	2023
Consolidated expenses by object		
Amortization	405,137	412,525
Bad debts	74	-
Bank charges and interest	54,680	54,465
Conservation levy	26,814	28,618
Consulting	67,762	125,710
Equipment rental	62,702	17,214
Insurance	103,806	89,735
Materials and supplies	344,092	215,124
Occupancy expenses and utilities	61,319	37,817
Office and general	52,064	49,868
Professional development	15,610	30,937
Professional fees	200,647	60,973
Promotion	1,796	609
Property tax	37,619	34,303
Repairs and maintenance	198,218	493,808
Salaries and benefits	2,044,321	2,271,885
Travel	61,228	69,133
	3,737,889	3,931,751

North Bay - Mattawa Conservation Authority

Schedule 2 - Schedule of Segmented Disclosure

For the year ended December 31, 2024

	<i>Capital Lands and Property</i>	<i>Conservation Areas and Lands</i>	<i>Corporate Services</i>	<i>Corporate Services - Capital</i>	<i>Laurentian Ski Hill and Snowboarding Club</i>
Revenue					
Levies	236,685	371,000	143,442	-	260,010
Fees	-	-	5	-	-
Ministry of Environment	-	-	-	-	-
Ministry of Natural Resources	-	-	16,020	-	-
Other grants	-	-	-	-	-
Other revenue	-	101,500	11,583	-	51,497
Property rent	-	39,943	54,503	-	-
Interest	-	-	60,165	-	-
Donations	-	2,040	4,172	-	-
	236,685	514,483	289,890	-	311,507
Expenses					
Administration	7,935	205,806	(695,904)	-	25,000
Bad debts	-	-	74	-	-
Bank charges and interest	-	-	27,285	-	-
Conservation levy	-	-	26,814	-	-
Consulting	-	-	-	-	-
Equipment rental	-	-	1,253	-	-
Insurance	-	15,585	30,627	-	-
Legal settlements	-	-	67,686	-	-
Loss on disposal of tangible capital assets	-	-	14,749	-	-
Materials and supplies	-	14,231	9,265	-	313,676
Occupancy expenses and utilities	-	-	25,793	-	-
Office and general	-	-	21,780	-	-
Professional development	-	-	8,945	-	-
Professional fees	-	-	194,357	-	-
Promotion	-	-	1,119	-	-
Property tax	-	16,936	-	-	-
Repairs and maintenance	7,108	40,744	67,324	-	-
Salaries and benefits	20,881	201,629	600,254	4,131	-
Travel	276	2,674	39,043	-	-
	36,200	497,605	440,464	4,131	338,676
Surplus (deficit), before amortization	200,485	16,878	(150,574)	(4,131)	(27,169)
Amortization	24,707	53,705	30,260	-	32,517
Surplus (deficit)	175,778	(36,827)	(180,834)	(4,131)	(59,686)

North Bay - Mattawa Conservation Authority

Schedule 2 - Schedule of Segmented Disclosure

For the year ended December 31, 2024

	On Site Sewage System Program	Source Water Protection	Water Resources Management	Water Resources Management - Capital	Watershed Municipal Programs
Revenue					
Levies	-	-	478,684	245,000	23,197
Fees	934,506	-	-	-	-
Ministry of Environment	-	175,974	-	-	-
Ministry of Natural Resources	-	-	94,760	(1,000)	-
Other grants	-	-	25,031	-	-
Other revenue	60,975	-	159,326	5,374	-
Property rent	-	-	-	-	-
Interest	-	-	-	-	-
Donations	-	-	-	-	-
	995,481	175,974	757,801	249,374	23,197
Expenses					
Administration	258,929	4,152	183,494	2,645	3,975
Bad debts	-	-	-	-	-
Bank charges and interest	27,395	-	-	-	-
Conservation levy	-	-	-	-	-
Consulting	-	-	-	38,310	-
Equipment rental	6,362	232	54,855	-	-
Insurance	18,811	2,435	36,348	-	-
Legal settlements	-	-	-	-	-
Loss on disposal of tangible capital assets	-	-	-	-	-
Materials and supplies	(589)	469	2,198	-	-
Occupancy expenses and utilities	20,512	12,462	2,552	-	-
Office and general	17,181	3,020	10,082	-	-
Professional development	6,271	-	-	-	-
Professional fees	5,500	790	-	-	-
Promotion	-	504	-	-	-
Property tax	-	-	20,683	-	-
Repairs and maintenance	9,227	1,490	72,324	-	-
Salaries and benefits	588,639	127,735	260,317	9,014	16,345
Travel	11,484	1,620	4,929	-	-
	969,722	154,909	647,782	49,969	20,320
Surplus (deficit), before amortization	25,759	21,065	110,019	199,405	2,877
Amortization	103,915	18,370	79,104	26,031	2,421
Surplus (deficit)	(78,156)	2,695	30,915	173,374	456

North Bay - Mattawa Conservation Authority
Schedule 2 - Schedule of Segmented Disclosure
For the year ended December 31, 2024

	<i>Watershed Planning</i>	<i>Watershed Support Programs</i>	<i>2024</i>
Revenue			
Levies	97,760	12,500	1,868,278
Fees	72,293	17,292	1,024,096
Ministry of Environment	-	-	175,974
Ministry of Natural Resources	22,690	-	132,470
Other grants	-	-	25,031
Other revenue	80,091	-	470,346
Property rent	-	-	94,446
Interest	-	-	60,165
Donations	-	24,116	30,328
	272,834	53,908	3,881,134
Expenses			
Administration	-	3,968	-
Bad debts	-	-	74
Bank charges and interest	-	-	54,680
Conservation levy	-	-	26,814
Consulting	14,476	14,976	67,762
Equipment rental	-	-	62,702
Insurance	-	-	103,806
Legal settlements	-	-	67,686
Loss on disposal of tangible capital assets	-	-	14,749
Materials and supplies	347	4,495	344,092
Occupancy expenses and utilities	-	-	61,319
Office and general	-	-	52,063
Professional development	394	-	15,610
Professional fees	-	-	200,647
Promotion	-	173	1,796
Property tax	-	-	37,619
Repairs and maintenance	-	-	198,217
Salaries and benefits	199,031	16,345	2,044,321
Travel	143	1,059	61,228
	214,391	41,016	3,415,185
Surplus (deficit), before amortization	58,443	12,892	465,949
Amortization	28,480	5,627	405,137
Surplus (deficit)	29,963	7,265	60,812



July 15, 2025

The Right Honourable Mark Carney
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2
SENT BY EMAIL: PM@pm.gc.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
SENT BY EMAIL: Premier@ontario.ca

Dear Prime Minister Carney and Premier Ford,

Subject: *A Nation-Building Case for a 2+1 Highway for enhanced east-west Canadian trade
in Alignment with Prime Minister Carney's Five Criteria*

Purpose

This briefing presents a compelling case for federal investment in upgrading Northern Ontario's Highway 11 and Highway 17, utilizing **the proven 2+1 highway model**. Supported by evidence in infrastructure policy, safety, economic performance, and national security, the proposal aligns directly with the **five nation-building criteria** set out by Prime Minister Carney under the ***Building Canada Act***.

We propose a two-phase approach:

- **Phase 1**
 - Construct 2+1 on **Highway 11 segments from North Bay to Cochrane**
 - Construct 2+1 on **Highway 17 from Renfrew to Sudbury**
- **Phase 2**
 - Extend the 2+1 **configuration from Cochrane to Nipigon on Highway 11**
 - Construct the 2+1 **configuration from Thunder Bay to Kenora on Highway 11 and 17**
 - Construct 2+1 on **Highway 17 from Sault Ste. Marie to Sudbury**

This initiative is far more than a regional infrastructure upgrade—it is a nation-building investment. It will strengthen Canada's internal connectivity, improve transportation resilience, and contribute to long-term economic growth, safety, and sovereignty.

Background

With the **Building Canada Act** in place, the Government of Canada is proceeding with consultations with provinces, territories and Indigenous rights-holders to determine the initial list of national interest projects. This proposal presents a project deemed of national interest.

The **Building Canada Act** focuses on creating a unified Canadian economy that promotes enhanced trade between the east and west within Canada. It also focuses on the development of major nation-building projects that will likely involve the transportation of large industrial materials for building. With a vast land area and diverse geography, an efficient transportation network is crucial for connectivity and facilitating the movement of materials.

While air and rail form part of Canada's transportation network, highways and trucking are the backbone of Canada's transportation system, connecting major cities, towns and rural communities. Trucking companies and drivers rely on governments to ensure a well-connected transportation network, including highways, major routes, border crossings, and ports, for efficient and safe operations. In turn, knowing the most efficient and safe highways and routes helps truckers save time, fuel, and operational costs.

The Trans-Canada Highway itself—of which Highways 17 and 11 are a vital part—is the **longest continuous national highway in the world**, connecting all ten provinces and three territories. During the Great Depression, the federal government funded the highway's early development as a job-creation initiative and a strategic investment in national cohesion. Over \$19 million was allocated to the provinces to construct a continuous road, enabling Canadians to travel across the Dominion without entering the United States. That same nation-building spirit is now needed once again in Northern Ontario.

Proposal

Except for Newfoundland, Prince Edward Island, and Ontario, most of the routes used by truckers crossing Canada are four-lane highways. In Ontario, truckers heading east from Manitoba or west from Quebec can choose to cross the province via Highway 17, the Trans-Canada Highway, or Highway 11, and what is now known as the **Northern Trans-Canada Route**. Truckers travelling from Toronto to western Canada can choose to take either 1) Highway 69 to Highway 17, then join the **Northern Route** of Highway 11 via Sturgeon Falls and King's Highway 64, or 2) Highway 11 to North Bay, then the **Northern Route**. Almost all sections of Highways 17 and 11 between the Manitoba border and Renfrew in eastern Ontario are two lanes, except for ongoing highway twinning projects near Nipigon and west of Thunder Bay, as well as a small, complete section east of Sault Ste. Marie. A small section of twinning has also been completed at Arnprior.

With Ontario being Canada's busiest province for truck traffic, these vital highways, which are linked to much of the country's economic activity, need to be considered for continued expansion beyond their existing two-lane profile. From their early days, they have formed part of Canada's **critical national corridor**, from playing a foundational role in connecting Canada's frontier communities enable economic development and assert national

sovereignty across the North. Unfortunately, road safety and infrastructure conditions in northern Ontario are deteriorating, according to the Ontario Trucking Association. Their primary concern is the danger of passing other vehicles. In turn, the Truckers for Safer Highways association recently stated: “People and truckers are dying on these highways!” That is why the Federation of Northern Municipalities, an organization representing 110 cities, towns and municipalities. Has been a consistent and vocal advocate for the adoption of the 2+1 highway model in Northern Ontario. This cost-effective, safety-enhancing design has proven successful in many countries, including Sweden, Finland, and Australia. A 2+1 highway expands on a 2-lane road by implementing continuously alternating passing lanes and separates opposing directions of traffic with a crash-rated median barrier, resulting in safety outcomes that are equal to fully twinned highways.

The Government of Ontario is responding and has announced two pivotal initiatives that mark a turning point for Highway 11, offering a clear opportunity for federal collaboration. First, a **pilot project** is scheduled to commence in 2026 on a 2+1 highway segment between **North Bay and Temagami**. Second, the province committed to extending the 2+1 configuration further north, from **Temiskaming Shores to Cochrane**. These two segments lay the groundwork for a scalable, long-term corridor strategy—a shared infrastructure vision well-suited to a federal-provincial nation-building partnership that would see a phased approach to northern Ontario’s highway development:

Data from Statistics Canada (see Appendix A) highlights that a five-year average from 2013 to 2017, over **925,000 truck shipments** were made between Western Canada and the Toronto/Montreal region via two-lane highways in Northern Ontario. By comparison, **960,005** between Toronto and Montréal, **206,574** between Toronto and Hamilton and 96,607 between Toronto and Windsor — routes served by four-lane highways. Put simply, **there is as much transport traffic on Highway 17 and 11 as on the Highway 401 corridor**—but it is forced to spread over narrower, less safe roads.

Priority should be given to Highway 11, as it offers a **preferred westward route** for commercial carriers. Compared to Highway 17, it is less hilly reducing fuel consumption and is not subject to frequent closures caused by Lake Superior’s weather systems. In short, Highway 11 is more reliable and increasingly indispensable to national logistics and supply chains. Highway 11 will also be critical to the rapidly expanding mining and agriculture sectors in the north that depend on a safe and efficient transportation corridor.

Ministry of Transportation **Annual Average Daily Traffic (AADT)** volumes from 2021 confirm this importance:

- **Near Temiskaming Shores:** 7,800
- **Near Englehart:** 6,100
- **Between Kirkland Lake and Cochrane:** 3,200 to 5,500

These figures **meet or exceed international thresholds** for 2+1 highway justification. In fact, Ontario’s Ministry of Transportation and Swedish transport authorities both find 2+1 highways are effective and safe at volumes of up to **18,000–20,000 AADT**, which is well

above the current corridor levels of 3,200–7,800. This places Highway 11 within the model’s ideal “sweet spot”—not only today, but for decades to come.

Moreover, these traffic counts were gathered during the COVID-19 pandemic, when private vehicle use was depressed. Actual normalized volumes are likely even higher.

Despite this high usage and strategic importance, Highway 11 faces challenges stemming from decades of underinvestment. These include:

- **Substandard Road Geometry**
- **Insufficient passing opportunities**
- **Above-average collision and fatality rates**
- **Regular closures due to weather and accidents**

These weaknesses not only endanger lives but also **disrupt freight movement, delay goods, and increase costs** for industries that depend on timely delivery.

The **2+1 model, featuring a crash-rated median barrier and alternating passing lanes every few kilometres, significantly improves safety and traffic flow at a substantially reduced cost compared to** traditional four-lane twinning. This makes it the ideal design for long rural corridors with steady but moderate traffic, such as Highway 11.

Alignment with Prime Minister Carney’s Five Nation-Building Criteria

1. Strengthen Canada’s Autonomy, Resilience, and Security

- **Strategic Defence Logistics:** Highways 17 and 11 support access to key military and NORAD infrastructure, including CFB North Bay. It also offers critical redundancy should either highway become compromised.
- **Nuclear Waste Transport:** The Nuclear Waste Management Organization has identified these highways for the secure transport of used nuclear reactor rods to a planned long-term storage site in Northwestern Ontario. Enhanced road safety is essential.
- **Emergency and Climate Resilience:** These roads play a vital role in wildfire evacuations and emergency response functions that will only grow more urgent with climate change.
- **Critical Minerals Access:** As Canada builds out its critical minerals sector, Highways 17 and 11 are essential for transporting the tools, supplies, and workforce needed to unlock Northern resource potential.

2. Deliver Economic Benefits and Support Growth

- **Economic Resilience and Supply Chain Reliability**
Highways 17 and 11 are a lifeline for national industries such as mining, forestry, agriculture, and manufacturing. Collisions and closures in this corridor disrupt supply chains, delay shipments, and raise costs—undermining productivity and competitiveness. A safer, more reliable route will protect against these losses and help

sustain Canada's industrial and export performance, particularly as interprovincial trade barriers ease and east-west commercial traffic increases.

- **Workforce Access and Regional Efficiency**
Improved traffic flow enhances access for workers, goods, and services, strengthening regional economies and making it easier for businesses to attract and retain talent.
- **Job Creation and Indigenous Participation**
Construction and long-term maintenance will create employment opportunities, with strong potential for Indigenous training, contracting, and equity partnerships.
- **Tourism and Local Business Vitality**
As the primary transportation artery for dozens of rural communities, Highways 17 and 11 support tourism, retail, and service sectors. Safer, faster routes help keep these towns economically viable and socially connected.
- **High Return on Investment**
According to the Northern Policy Institute, the proposed 2+1 pilot for Highway 11 delivers a benefit-cost ratio of **1.0 at 20 years**, rising to **3.6 at 60 years**—clear evidence of enduring value.

3. High Likelihood of Successful Execution

- **Shovel-Ready Projects:** Ontario's North Bay–Temagami pilot is fully designed and poised to go to tender
- **Provincial Commitment Already Secured:** The province has also announced plans to extend the 2+1 model northward between Temiskaming Shores and Cochrane.
- **Proven Design Model:** The 2+1 design has achieved fatality reductions of up to 76% in countries like Sweden, Finland, and Australia. It offers a practical model for safe, efficient travel across long rural corridors. Ontario's projects benefit from this body of international evidence.
- **Faster Cheaper Delivery:** By leveraging existing roadbeds, 2+1 roads require less land acquisition and construction time, avoid significant delays from environmental permitting, and can be implemented in phases. Ontario's own pilot designs incorporate global best practices from around the world.
- **Expandable by Design:** 2+1 highways can be converted to 2+2 highways in the future when traffic volumes warrant it, making 2+1 roads a flexible and cost-efficient steppingstone, ideal for future-proofing national transportation infrastructure.

4. Advance the Interests of Indigenous Peoples

- **Early and Ongoing Engagement:** Highways 17 and 11 intersect the traditional territories of several Indigenous Nations. Their early and ongoing involvement ensures meaningful participation and long-term benefits.
- **Pathways to Economic Reconciliation:** Indigenous-led training, employment, and

- equity stakes can be prioritized into project delivery, creating generational value. With designs that are modular, the Proposal also supports phased contracting and development models.
- **Improved Safety for Remote Access:** Both Highways are a lifeline for many Indigenous communities, enabling access to healthcare, food, education, and evacuation routes. Safer highways are a matter of equity.

5. Contribute to Clean Growth and Climate Objectives

- **Lower Emissions from Freight:** Improved traffic flow reduces idling, braking, and congestion, directly cutting greenhouse gas emissions. Infrastructure for electric vehicle (EV) charging can be integrated into the design.
- **Sustainable Construction Practices:** Ontario's design process is already integrating lower-emission materials and recycled aggregates to help Canada reach its climate goals.
- **Reduced Environmental Footprint:** Compared to full twinning, 2+1 highways use less land, preserve wildlife corridors, and prevent overbuilding—balancing transportation needs with environmental stewardship.

Conclusion

Transforming the Trans-Canada's Highway 17 and its Highway 11 Northern Route into 2+1 corridors is not simply a matter of regional equity—it is a strategic investment in Canada's future. It safeguards our autonomy, strengthens our supply chains, advances reconciliation, and supports economic growth—while reinforcing the vital national bond between northern and southern Canada.

The Federation of Northern Ontario Municipalities believes this project reflects the values and vision of a confident, resilient country—one that invites its northern regions to be equal partners in prosperity.

We now call on the provincial and federal government to build a Trans-Canada Highway worthy of our national ambitions—modern, safe, autonomous, and truly coast-to-coast.

Sincerely,



Danny Whalen
President

cc'd pauline.rochefort@parl.gc.ca
minister.mto@ontario.ca
Patty.Hajdu@parl.gc.ca

Marcus.Powlowski@parl.gc.ca
Eric.Melillo@parl.gc.ca
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admin@noma.on.ca

Appendix A

Number of Truck Shipments by Routes ^{Note 1}						# of lanes in Ontario
	2013	2014	2015	2016	2017	
Truck shipments to and from major destinations in western Canada to Toronto and Montreal	1,019,899	927,405	986,136	924,682	767,998 NOTE: 5 year average 2013 to 2017= 925,224	2 lanes northern Ontario / 4 lanes southern and eastern segments
Truck shipments to and from Toronto and Montreal	867,321	894,068	1,237,732	916,433	884,474 Note: 5 year average = 960,005	4+ lanes
Truck shipments to and from Toronto and Windsor	67,119	100,507	97,640	80,267	142,502 Note: 5 year average= 97,607	4+ lanes
Truck shipments to and from Toronto and Hamilton	181,567	191,839	186,954	332,986	139,044 Note: 5 year average= 206,514	4+ lanes

Note 1: Statistics Canada. [Table 23-10-0142-01 Origin and destination of transported commodities, Canadian Freight Analysis Framework](#) (see Appendix A). Shipments represent the aggregate number of shipments transported.

[Your Municipalities Letterhead]

[Date]

The Right Honourable Mark Carney

Prime Minister of Canada

80 Wellington Street

Ottawa, ON K1A 0A2

Email: PM@pm.gc.ca

The Honourable Doug Ford

Premier of Ontario

Legislative Building, Queen's Park

Toronto, ON M7A 1A1

Email: Premier@ontario.ca

Cc: Federation of Northern Ontario Municipalities (FONOM) – fonom.info@gmail.com

Re: Support for Nation-Building 2+1 Highway Infrastructure in Northern Ontario

Dear Prime Minister Carney and Premier Ford,

On behalf of the Canadian Trucking Alliance, I am writing to express our strong support for the Federation of Northern Ontario Municipalities' proposal to expand Highways 11 and 17 in Northern Ontario using the **2+1 highway model**.

We believe this initiative aligns with national priorities related to economic resilience, transportation safety, Indigenous engagement, and climate-conscious infrastructure investment. A modern, safe, and efficient highway corridor through Northern Ontario is not only critical for regional development—it is essential for Canada's internal trade, supply chain continuity, and national cohesion.

The 2+1 highway approach offers a cost-effective, scalable, and environmentally responsible solution. We commend the Government of Ontario for launching a pilot segment between North Bay and Temagami, and we urge both levels of government to expand this model through a coordinated, nation-building strategy.

We respectfully encourage your governments to move forward with this project as a priority under the **Building Canada Act** framework.

Sincerely,

[Name]

[Title]

[Organization Name]

[Contact Information]

RESOLUTION
IN SUPPORT OF RAIL SAFETY WEEK

WHEREAS *Rail Safety Week* is to be held across Canada from September 15 to 21, 2025;

WHEREAS, 261 railway crossing and trespassing incidents occurred in Canada in 2024; resulting in 68 avoidable fatalities and 58 avoidable serious injuries;

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

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

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

It is proposed by Councillor _____

seconded by Councillor _____

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 15 to 21, 2025.

Trout Creek LIONS CLUB
P.O. BOX 204
Trout Creek, ON P0H 2L0
lionstroutcreek@gmail.com
www.facebook.com/Troutcreeklions

July 28, 2025

Municipality of Powassan
250 Clark St.
Powassan On, P0H1Z0

Subject: 1st Annual Lions **R.O.A.R** (Recreational Outdoor ATV Run) Fundraiser & Poker Run

Dear Council of the Municipality of Powassan

The Trout Creek Lions Club is holding its 1st Annual **R.O.A.R**. Fundraiser on September 6, 2025, starting at 10 am from the Trout Creek Community Centre, and ending at the community center at 5pm. We would like to inform you that funds raised from this event will be used for the Trout Creek Lions Club, special Projects in Trout Creek or various local charities.

We have requested the assistance of the Trout Creek/Powassan Fire Department's First Response Team during the event to ensure that it is a safe and enjoyable day for all participants.

After the ATV Run, we will be having a Chili Dinner and an Awards Presentation. Alcohol will NOT be Served during this event.

As we expect quite a few riders from out of the area, we would also like to request the use of the Trout Creek Community Centre parking area for participant vehicles and Trailers during the day.

A reply acknowledging receipt of this letter would be appreciated.

For More information and to view the map of the run, please visit
[Trout Creek Lions Club - Lions e-Clubhouse](#)

Feel free to contact me at 705- 978-2207 or email Laann585@hotmail.com with any questions or concerns. You May also reach out to Councillor Randy Hall who is assisting with organizing this event. Thank you.

Yours in Lionism,

Lauri Ann Pearson,
Member of the Trout Creek Lions Club
Chair- Trout Creek Lions R.O.A.R, Fundraiser.



The Corporation of the
City of North Bay
200 McIntyre St. East
P.O. Box 360
North Bay, Ontario
Canada P1B 8H8
Tel: 705 474-0400

OFFICE OF THE CITY CLERK
Direct Line: (705) 474-0626, ext. 2522
Fax Line: (705) 495-4353
E-mail: veronique.hie@northbay.ca

August 13, 2025

Honourable Greg Rickford
Minister of Northern Development
Suite 400
160 Bloor Street
Toronto, ON M7A 2E6

Dear Hon. Greg Rickford:

This is Resolution No. 2025-279 which was passed by Council at its Regular Meeting held Tuesday, August 12, 2025.

Resolution No. 2025-279:

"Whereas the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resource sector activities;

And Whereas the program has been well received and has allowed municipalities, such as the City of North Bay, to strategically accumulate multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

And Whereas the City of North Bay recognizes the importance of modern, safe, and efficient infrastructure to support economic growth and industrial competitiveness;

AND WHEREAS the Seymour Street Widening project from Station Road to Wallace Road, including a signalized intersection, is a critical continuation of the intersection improvement at Hwy 11/17 and Seymour Street, directly supporting a high-value industrial zone;

And Whereas this arterial corridor enables key sectors such as mining, forestry, construction, and manufacturing to receive and ship goods efficiently, impacting markets provincially and beyond;

And Whereas the updated total Seymour Street Widening project budget of approx. \$11 million includes contributions from multiple funding programs such as NORDS (\$2 million) and OCIF (\$4,259,448).

Therefore Be It Resolved That the Council of the City of North Bay strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

And Further Be It Resolved That the Province consider expanding program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities;

And Further Be It Resolved That the Council of the City of North Bay formally supports the principle of stacking (accumulating) funding from multiple grant and infrastructure programs to advance strategic capital works, such as the Seymour Street Widening project, and requests continued flexibility from higher levels of government to enable effective financial planning and timely delivery of large-scale municipal infrastructure initiatives;

And Further Be It Resolved That a copy of this resolution be forwarded to the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, Nipissing MPP Victor Fedeli, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipal Association (ROMA) and all Northern Ontario municipalities for their awareness and support."

Yours truly,



Veronique Hie
Deputy City Clerk

VH/ck

cc: Minister of Agriculture, Food and Agribusiness
Minister of Infrastructure
Minister of Natural Resources
Nipissing MPP, Victor Fedeli
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Northwestern Ontario Municipal Association (NOMA)
Rural Ontario Municipal Association (ROMA)
Northern Ontario Municipalities

August 2025

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 27	28	29	30	31	Aug 1	2
3	4	5	6	7	8	9
10	11	12	13 NBMCA	14 DSSAB	15	16
17	18 Library Board	19 Council Golden Sunshine Housing Copr.	20 Eastholme	21	22	23
24	25	26	27	28	29	30
31	Sep 1	2	3	4	5	6