



**CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING AGENDA TUESDAY JANUARY 13TH, 2026 AT 6:00 PM
COMMUNITY HALL**

YouTube Stream

<https://www.youtube.com/channel/UCXfSxlYppiNWde85MELeuQ>

Land Acknowledgement

We acknowledge that we are in Robinson-Huron Treaty territory. The land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of the Garden River First Nation, Batchewana First Nation and the Historic Sault Ste Marie Metis Council. We honor and respect these Indigenous people as the ancestors and traditional stewards of the land upon which we stand today. May our relationships with the land teach us to live and work in good relationship with one another.

AGENDA

1. Call to Order

2. Approve Agenda

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT COUNCIL hereby accepts the agenda for Tuesday January 13th, 2026, and any addendums, as presented.

3. Disclosure of Pecuniary Interest

4. Minutes of Previous Meetings:

Moved by: Councillor M. Christenson

Seconded by: Councillor T. Trutenko

BE IT RESOLVED THAT COUNCIL hereby accepts the minutes of the Regular Council Meeting of December 9th, 2025, and any addendums as presented.

5. Questions and Information Arising out of Minutes not Otherwise on Agenda

6. Petitions and/or delegations

7. Staff Reports

a) Fire Report – January 2026 and 2026 Fire Budget

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council hereby accepts the January 2026 Fire Report and 2026 Fire

Department Budget, as information.

b) Treasurer's Reports – Cheque Logs and Revenues November 2025

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council hereby accepts the Treasurer's Reports – Cheque Logs and Revenues November 2025, as information.

8. Planning

9. By-Laws

a) Bylaw 2026 – 01 Naming Boards and Committees

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council hereby approves Bylaw 2026-01 Naming Boards and Committees for the Township of Prince, be given a FIRST, SECOND, and THIRD reading, and finally passed this 13th day of January, 2026.

b) Bylaw 2026 – 02 Interim Tax Levy

Moved by: Councillor T. Trutenko

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby approves Bylaw 2026-02 Interim Tax Levy for the Township of Prince, be given a FIRST, SECOND, and THIRD reading, and finally passed this 13th day of January, 2026.

c) Bylaw 2026 – 03 Borrowing Bylaw

Moved by: Councillor M. Christenson

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council hereby approves Bylaw 2026-03 Borrowing Bylaw for the Township Of Prince, be given a FIRST, SECOND, and THIRD reading and finally passed this 13th day of January, 2026.

d) Bylaw 2026 – 04 Fire Protection Grant Agreement with Transfer Payment Ontario

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT COUNCIL hereby approves Bylaw 2026-04 Fire Protection Agreement with Transfer Payment Ontario, be given a FIRST, SECOND, and THIRD READING, and finally Passed this 13th day of January, 2026.

e) Bylaw 2026 – 05 User Fees and Charges

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT By-law 2026-05, being a by-law to establish and require payment of various fees and charges, be given a FIRST, SECOND and THIRD reading and finally passed this 13th day of January, 2026.

10. Motions and Notice of Motions

a) Gagnon Bridge Replacement – Approval for Additional Engineering Services

Moved by: Councillor M. Christenson

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council receive the request from Tulloch Engineering dated December 2025 regarding additional engineering services required for the Gagnon Road Bridge Replacement Project,

AND THAT Council approve the additional engineering fees in the amount of \$26,915.00 (excluding HST) for pile foundation redesign , additional inspections, extended construction duration, and related engineering work as outlined in correspondence,

AND FURTHER THAT Council authorise staff to allocate the additional cost to the Gagnon Road Bridge Capital project budget, funded through existing capital project allocations.

b) Unauthorized Motorized Vehicle Use – Deans Road Park

Moved by: Councillor E. Caputo

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council receives the information regarding residents complaints about unauthorized motorized vehicle use at Deans Road Park;

AND FURTHER THAT Council directs staff to review possible deterrent measures, including physical barriers and signange, and report back with options and cost estimates.

11. Correspondence

Gagnon Rd Bridge – Contractual Pause and Timelines

Moved by: Councillor M. Christenson

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council receives the correspondence regarding the pausing of site restoration work with expected resumption and completion dates of June 1st, 2026 and June 12th, 2026 respectively, at the Gagnon Rd Bridge as information.

12. Minutes of Boards and Committees

a) Public Library Board of Trustees – December 2025

Moved by: Councillor T. Trutenko

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council hereby accepts the Library Board Minutes for Dcember 2025 as information.

13. New Business

a) Emergency Management Services

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council receives the quotation for CEMC Services by Phoenix Emergency Management Logic as information and provides direction to staff.

b) Vulcan Fire Safety

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council approves the quotation from Vulcan Fire & Safety Systems Ltd.

For fire safety deficiency repairs, and authorises the staff to proceed.

c) Insurance Renewal

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby approves the Insurance renewal proposal by Marsh Insurance for the policy term of Feb 15th 2026 – Feb 15th 2027, and authorises the staff to proceed.

14. Confirming By-Law- 2026-06

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT By-law 2026-06 Being a by-law to confirm the proceedings of Council up to and including January 13th, 2026, be given a FIRST, SECOND, and THIRD READING, and FINALLY Passed this 13th day of January 2026.

15. Adjournment.

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT COUNCIL hereby adjourns at _____p.m., to meet again for the next regular meeting on Tuesday February 10th, 2026, at 6:00 pm, or at the call of the Mayor.



**CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL CEMC MEETING AGENDA TUESDAY DECEMBER 2ND 2025 AT 4:30 PM
COMMUNITY HALL**

Present: Council: M. Mageran
J. Weir
T. Trutenko
E. Caputo

Staff: Megha Trivedi, Dr. Kevin Caruso
Media: Maguerite LaHaye
Public:

1. Call to Order at 6:00 pm

2. Approve Agenda

Resolution 2025 – 211

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT COUNCIL hereby accepts the agenda for Tuesday December 9th, 2025, and any addendums, as presented. *(Carried)*

3. Disclosure of Pecuniary Interest – None.

4. Minutes of Previous Meetings:

Resolution 2025 - 212

Moved by: Councillor E. Caputo

Seconded by: Councillor T. Trutenko

BE IT RESOLVED THAT COUNCIL hereby accepts the minutes of the Regular Council Meeting of November 17th, and the Special Meeting Minutes of December 3rd, 2025, and any addedndums as presented. *(Carried)*

5. Questions and Information Arising out of Minutes not Otherwise on Agenda – None.

6. Petitions and/or delegations – None.

7. Staff Reports

a) Fire Report – December 2025

Resolution 2025 – 213

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT COUNCIL hereby accepts the December 2025 Fire Report, as information. *(Carried)*

b) Treasurer's Reports – Cheque Logs and Revenues October 2025

Resolution 2025 – 214

Moved by: Councillor E. Caputo

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT COUNCIL hereby accepts the Treasurer's Reports – Cheque Logs and Revenues October 2025, as information. *(Carried)*

c) Beaver Trapper Report – November 2025

Resolution 2025 – 215

Moved by: Councillor T. Trutenko

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby accepts the Beaver Trapper's report for November 2025, as information. *(Carried)*

8. Planning

9. By-Laws

a) Bylaw 2025 – 47 To Appoint an Emergency Information Officer

Resolution 2025 – 216

Moved by: Councillor E. Caputo

Seconded by: Councillor T. Trutenko

BE IT RESOLVED THAT By-law 2025-47, being a bylaw to appoint Megha Trivedi as the Emergency Information Officer for the Township of Prince, be read a first, second and third time and finally passed this 9th day of December, 2025. *(Carried)*

b) Bylaw 2025 – 48 To Establish a Policy regarding circumstances in which a municipality requires a Recount

Resolution 2025 – 217

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Bylaw 2025-48 being a bylaw to establish a Recount Policy, be read a first, second and third time and finally passed this 9th day of December, 2025. *(Carried)*

c) Bylaw 2025 – 49 To Regulate Election Signs and Election Campaign Advertisements including Third Party Advertising

Resolution 2025 – 218

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Bylaw 2025-49 being a bylaw to regulate Election Signs and Election Campaign Advertisements including Third Party Advertising within the Township of Prince, be read a first, second and third time and finally passed this 9th day of December, 2025. *(Carried)*

10. Motions and Notice of Motions

a) Pay Equity Plan

Resolution 2025 – 219

Moved by: Councillor T. Trutenko

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby approves the Township of Prince Pay Equity Plan, as presented, and authorize the Staff to sign and implement the plan. *(Carried)*

b) Gagnon Bridge Replacement – Approval for Additional Engineering Services

Resolution 2025 – 220

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council receive the request from Tulloch Engineering dated December 2025 regarding additional engineering services required for the Gagnon Road Bridge Replacement Project,

AND THAT Council approve the additional engineering fees in the amount of \$26,915.00 (excluding HST) for pile foundation redesign , additional inspections, extended construction duration, and related engineering work as outlined in correspondence,

AND FURTHER THAT Council authorise staff to allocate the additional cost to the Gagnon Road Bridge Capital project budget, funded through existing capital project allocations. *(Defeated)*

c) Printer Proposal – Xerox Altalink C8230

Resolution 2025 – 221

Moved by: Councillor T. Trutenko

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby receives the Xerox Printer Purchase Proposal as information. *(Carried)*

11. Correspondence

Gagnon Road Bridge Construction Update – Tulloch Engineering

Resolution 2025 – 222

Moved by: Councillor T. Trutenko

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT the correspondence from Tulloch Engineering, dated December 5, 2025, regarding the update on Gagnon Road Bridge Construction, be received for information. *(Carried)*

12. Minutes of Boards and Committees

a) Recreation Committee Minutes – November 25th 2025

Resolution 2025 – 223

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council hereby accepts the Rec Committee Minutes for November 25th 2025 as information. *(Carried)*

b) Public Library Board of Trustees – November 2025

Resolution 2025 – 224

Moved by: Councillor T. Trutenko

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT Council hereby accepts the Library Board Minutes for November 2025 as information. *(Carried)*

13. New Business

14. Confirming By-Law- 2025-50

Resolution 2025 – 225

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT By-law 2025-50 Being a by-law to confirm the proceedings of Council up to and including December 9th, 2025, be given a FIRST, SECOND, and THIRD READING, and FINALLY Passed this 9th day of December 2025. *(Carried)*

15. Adjournment.

Resolution 2025 – 226

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT COUNCIL hereby adjourns at 6:33 p.m., to meet again for the next regular meeting on Tuesday January 13th, 2026, at 6:00 pm, or at the call of the Mayor. *(Carried)*

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi



COUNCIL REPORT

Date: Jan 6, 2026	Date Presented: Jan 13, 2026
Prepared By: Steve Hemsworth	Rank: Fire Chief

Operations

Responses for December	2025 Total
Medical – 1	15
Fires – 1	6
MVA – 0	3
Other- 0	6

Personnel

Nothing to report.

Training

Monthly training in December consisted of familiarization with our new SCBA's

Equipment

In the 2024 Provincial Budget, the province set aside 30 million dollars to support fire departments to be used in 10 million dollar increments until 2027. Last year the province doubled the amount of the 2026 grant to 20 million dollars. The theme for 2026 was cancer prevention. Prince Fire Department made an application, and we have recently learned we were successful. As a result, council will see a bylaw upcoming to approve entering into an agreement with the province.

Prince Fire was granted \$19380.00. This money will be used to purchase four sets of PFAS free turnout gear.

Fire Prevention

On December 7, Prince Firefighters set and manned the fires at the annual Prince Township Tree Lighting ceremony.

On December 17, Prince Firefighters participated in Christmas Cheer by assisting Holy Family Church on Second Line distribute the Christmas Cheer packages.

Fire safety and prevention messaging is continuing to be distributed on the departments Facebook and Instagram social media accounts.

		Expenditures	
Account	Description		2026 Budget
5413	Fire Honorariums		45,000.00
5719	Fuel		2,000.00
5765	R&M Vehicle		5,000.00
5621	New Apparatus And Equipment		22,000.00
5626	First Response Expense		500.00
5622	Re-certification of Apparatus & Equipment		8,000.00
5625	Licenses & Permits		7,500.00
5255	Training		15,000.00
5749	Fire Station		9,500.00
			-
			-
			114,500.00
	Grant & Revenue		
	DSSAB		6,000.00
4245	Grant		19,380.00
	Total		25,380.00
	NET		(89,120.00)



COUNCIL REPORT

Date: January 6, 2026	Date Presented: January 13, 2026
Prepared By: Steve Hemsworth	Rank: Fire Chief

Fire Department Budget Highlights 2026

In the 2024 Provincial Budget, the province set aside \$30 million to support fire departments to be used in \$10 million increments over the next three years. Late last year the province announced it was doubling the amount to \$20 million in 2026. The theme for 2026 was cancer prevention and electric vehicle fires. Prince Fire Department made an application, and we have recently learned we were successful and was granted \$19380.00.

As a result, the entire amount of this grant will be spent under New Apparatus and Equipment to purchase four new sets of PFAS free turnout gear,

New Apparatus and Equipment - \$22000.00

- Replace 5 pairs of boots that are expiring in 2026 as per NFPA 1971 and Ontario OHSA \$1000.00.
- Four new set of PFAS free turnout gear (fire safety grant) \$19380.00
- Replace 2 helmets that are expiring in 2025 as per NFPA 1971 and Ontario OHSA- \$1000.00
- Other equipment - \$620.00

Training - \$15000.00

In June 2022 the province initiated mandatory minimum training for the fire service. This legislation (O Reg. 343-22) sets out the minimum training requirements for fire departments depending on the level of service outlined in their Fire Regulating By-Law. While many small departments are struggling with this legislation, I'm pleased to report that Prince Fire Department will be meeting the legislation by the July 1, 2026, deadline. Unfortunately, the NFPA 1001 Firefighter 1 and 2 courses will not be held in Sault Ste. Marie so two of our firefighters will be trained at Goulais River Fire Department, allowing us to meet the legislated requirements.

The chief and two firefighters are also registered to attend the Northeast Fire and Emergency Conference in Huntsville.

We are also eligible for reimbursement from Sault Paramedics for medical training that our firefighters take. This year \$4000.00 has been included in the above number to send more of our firefighters to First Responder Training.

Re certification Of Apparatus and Equipment \$8000.00

This number includes the annual certification of our two pumpers, pump testing of our two pumpers flow testing of our SCBA's and testing of our gas monitors.

R&M of Vehicles \$5000.00

Aside from normal repairs, both of our pumpers will require pump service this year, estimated to cost \$3000.00.

Fire Licenses and Permits - \$7500.00

This includes rental of Spectrum's Prince Lake Radio Tower, annual fee for use of Fire Q dispatch and fire management program and payment to the Receiver General of Canada for radio authorization renewal. The remainder of the budget is for DZ driver's license renewal testing and physical exams.

Fire Station - \$9500.00

This includes electricity, natural gas, hydro, pest control, cleaning supplies and building maintenance and repair. Includes payment to CACC for fire dispatch services and fire prevention.

Prince Township

Cheque Log for 1060 Chequing Bank NCU - 573793 from 11/01/2025 to 11/30/2025

Cheque No.	Payee	Description	Amount
11836, 11838, 11846, 11859, 11860, 14717		Reimbursements and Honorariums	1315.96
11832	Adaptive Security Training	Fire Station expense CPR-HCP	1,491.60
11833	Airways General Store	Fuel - Roads	116.13
11834	Algoma District School Board	2025 Q4 Levy	62,515.00
11835	Battlefield Equipment Rentals	Backhoe Rental	4,410.27
11837	Bell Canada	Fax Machine Rental	159.19
11839	Borealis Planning Services	For professional services rendered	1,120.00
11840	Conseli Scolaire de District	2025 Q4 Levy	271.00
11841	Enbridge Gas Inc.	ITE for community expansion (year 7 of 10)	12,300.00
11842	GFL Environmental Inc.	Wastage and Recycling	5,434.05
11843	Huron Superior Catholic School Board	2025 Q4 Levy	11,239.00
11844	LeCounceil Scolaire de District	2025 Q4 Levy	1,036.00
11845	Public Utilities Corporation	Utilities	1,620.29
11847	Sani Gear Inc	Apparatus and Equipment - Fire Dept.	914.40
11848	Sault Ste. Marie Innovation Centre	GIS Software support Q3 2025	6,207.94
11849	Spectrum Telecom Group Ltd.	Monthly Tower Rental - Prince Lake	367.25
11850	WirelessCom Ca Inc.	Internet service, VOIP, Workspace and Website	1,014.32
11851	Xerox Canada Inc.	Total Copies	60.23
11852	786222 Ontario Inc. o/a Phillips Haulage	Inv 4 - Gagnon Road Bridge	134,524.78
11853	A. J. Stone Company Ltd	SCBAs	163,847.74
11854	Airways General Store	Fuel - Fire Dept	68.95
11855	AMCTO	Membership renewal	282.50
11856	Archibald Bros.	Road grading	847.50
11857	Chris Tranberg & Son Ltd.	Christmas Tree - Rec Committee	847.50
11858	DeLage Landen Financial	Copier Rental and Mailing system	532.70
11861	KROWN Rust Control	Fire Department - Truck expense	175.09
11862	Orkin Canada Corporation	Monthly pest control	193.80
11863	RealTax Inc.	For professional services rendered	158.20
11864	Reliable Maintenance Products	Cleaning Supplies	107.54
11865	Reliance Home Comfort	Water heater rental	70.85
11866	Sault Ste. Marie Innovation Centre	GIS Support and Credit purchase	11,730.81
11867	Spectrum Telecom Group Ltd.	Monthly Tower Rental - Prince Lake	351.47
11868	Tulloch Engineering Inc.	For professional services rendered	19,231.41
	Total Payables		443,247.51
	Total Cheques		444,563.47

Generated On: 01/06/2026

Prince Township
Income Statement 11/01/2025 to 11/30/2025

<u>REVENUE</u>	
Cemetary Revenue Regular	1,440.00
Cemetary Revenue Pertepual Care	1,360.00
Total Cemetary Revenues	2,800.00
<u>Revenues</u>	<u>2,800.00</u>
<u>Other Revenue</u>	
Rentals	500.00
Parks in Lieu 5%	2,092.12
Tax Certificates	200.00
Advertising	5.00
Total Other Revenue	<u>2,797.12</u>
TOTAL REVENUE	<u>5,597.12</u>
Property Taxes	
Interest Charged	2,027.97
Tax Receipts November	<u>83,806.30</u>
Total Revenue and Property Tax	<u>97,028.51</u>

Generated On: 01/06/2026



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-01

A By-law to Name Members and Council to Various Committees and as Acting Mayor

WHEREAS the Council of the Township of Prince has established various committees and participates on committees, boards, and agencies external to its own operations; and

WHEREAS it is desirable to name Council Members to these Committees, Boards, and Agencies to ensure effective governance and representation; and

WHEREAS Section 11(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides municipalities with the authority to pass by-laws respecting the governance structure, including the establishment and appointment of committees, boards, and other bodies; and

WHEREAS Section 242 of the *Municipal Act, 2001* permits the council of a local municipality to appoint a member of council to act in the place of the head of council when the head is absent or refuses to act; and

WHEREAS during the absence of the Mayor, it is desirable to name a Deputy Mayor to attend to the duties and responsibilities of the Mayor;

NOW THEREFOR THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PRINCE ENACTS AS FOLLOWS:

- 1) That the Township of Prince will be represented by the following Committees, Boards, and Agencies by the member(s) of Council or its representatives as so named;
 - a. **Algoma District of Municipal Association**
 - Mayor, Melanie Mageran
 - Councillor, E. Caputo
 - b. **District of S.S.M Social Services**
 - Mayor, Melanie Mageran
 - c. **S.S.M Region Conservation Authority**
 - Councillor, M. Christenson
 - d. **Human Resources Committee**
 - Mayor, Melanie Mageran

- Deputy Mayor, Jane Weir
- Clerk, Sam Carolei

e. CEMC Officer

- Mayor, Melanie Mageran
- Treasurer, Megha Trivedi

f. Parent/Child Resource Centre

- Deputy Mayor, Jane Weir
- Kristen Schryer (Co-Chair)
- Laura Agliani-Fata (Co-Chair)
- Justine Slewidge
- Jasmine Linklater

g. Recreation Committee

- Deputy Mayor, Jane Weir
- Kristi LaForrest
- Adam Lyons
- Samantha Pigeau
- Councillor, Tiana Trutenko
- Mary Moore
- Serena Madonna
- Debbie Kempny
- Dale Rayner

h. Library Board

- Rita Wagner: CEO
- Councillor, Tiana Trutenko
- Brittany Anne Agliani
- Michael Matthews
- Sandy Fulcher
- Hal McGonigal

i. Heritage Committee and Museum Board

- Councillor, M. Christenson
- Lindsay Ackland
- Diane Marshall
- Micheal Reed
- Gayle Russell
- Councillor, Tiana Trutenko

j. Prince Township Fire Department – Liaison

- Councillor, E. Caputo

k. Prince Township Volunteer Fire Department

- Steve Hemsworth: Fire Chief
- Blake Mitchell
- Phil Hoover
- Cooper Williams
- Jacob Scornaienchi
- Jim Boissineau: Deputy Chief
- Kaitlin Hardy
- Adam Paci
- Daniel Lam
- Chanel Fall (Captain)

- Tyler Sehovic
- Austin Montgomery
- Rob Currie
- John Marshall
- Alex Witty
- Rob Charette
- Ann Marcon
- Luca Venneti
- Jerry Marshall

I. Prince Assisted Living Senior Services Committee

- Councillor M.Christenson
- Hal McGonigal
- Rhonda Matthews
- Anna Marina Wallenius

m. Strategic Planning Committee

- Councillor M. Christenson
- Debbie Kempney
- Mario Briglio
- Councillor Tiana Trutenko
- Ian Chambers

2) **That in the absence of the Mayor, Councillor Jane Weir will stand as the Deputy Mayor.**

3) That no further remuneration will be applicable to the Councillor while carrying out the duties of the Acting Mayor other than that which is received in the position of Councillor, unless authorized by a resolution of Council.

4. That in the event changes to articles 1, 2 or 3 are necessary during the term of Council they shall be completed by resolution of Council.

READ A FIRST, SECOND, THIRD TIME AND PASSED on this 13th day of January 2026.

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-02

Being a by-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent.

WHEREAS Section 317(2) of The Municipal Act 2001, as amended provides that the Council of a local municipality may, before the adoption of the estimate for the year, pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipality purposes, a sum not to exceed that which would be produced by applying the prescribed percentage (or 50 % if no percentage is otherwise prescribed) of the total 2025 taxes for municipal and school purposes levied on the property; and

NOW THEREFORE the Council of the Corporation of the Township of Prince enacts as follows:

1. Interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the current year and shall be in the amount equal to fifty per cent (50%) of the final 2025 taxes on the property.
2. When calculating the total amount of taxes for the year 2025 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2025, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
3. The said interim tax levy shall become due and payable in two instalments as follows: February 25, 2026, and May 25, 2026.
4. Penalties and interest shall continue to be calculated at the rate of 1.25% per month as provided for in By-law 2025-27.

PASSED in open Council on this 13th day of January 2026.

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-03

A BY-LAW AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE TOWNSHIP OF PRINCE

- A. In accordance with subsection 407 (1) of the Ontario Municipal Act (the 'Act'), the Municipality considers it necessary to borrow the amount of \$300,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year.
- B. Pursuant to subsection 407 (1) of the Act, the total amount borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection.
- C. The total amount previously borrowed by the Municipality pursuant to section 407 that has not been repaid is \$0.00.

THEREFORE, THE COUNCIL OF PRINCE ENACTS AS FOLLOWS:

1. The Head and the Clerk/Treasurer are authorized on behalf of the Municipality to borrow from time to time by way of promissory note or bankers' acceptance from Northern Credit Union (NCU), a sum or sums not exceeding in the amount of \$300,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year (including the amounts required for the purposes mentioned in subsection 407 (1) of the Act) and to give to NCU promissory notes or bankers' acceptances, as the case may be, sealed with the Corporate Seal of the Municipality and signed by the Head and Clerk/Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with NCU.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from NCU for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect to taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.

4. The Clerk is authorized to furnish to NCU a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

READ AND PASSED IN OPEN COUNCIL ON THIS 13th day of January 2026.

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-04

WHEREAS The Council of the Corporation of the Township of Prince seems it desirable to enter into a Municipal Funding Agreement with Ontario Transfer Payment for the funding of the Fire Protection Grant.

NOW THEREFORE The Council of the Corporation of the Township of Prince ENACTS AS FOLLOWS:

1. **THAT** the agreement with Ontario Transfer Payment be attached hereto and referred to as "Appendix A" be part of the by-law.
2. **THAT** the Mayor and Acting Clerk are hereby authorized to execute this agreement and affix the corporate seal thereto.
3. **THAT** this bylaw shall come into effect from the date of passage thereof

READ THREE TIMES AND PASSED ON THIS 13TH DAY OF JANUARY 2026.

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi

ONTARIO FIRE PROTECTION GRANT TRANSFER PAYMENT AGREEMENT

THE AGREEMENT, effective as of the

(The “Effective Date”)

B E T W E E N:

**His Majesty the King in right of Ontario
as represented by the Solicitor General**

(referred to as the “Province”)

- and -

CORPORATION OF THE TOWNSHIP OF PRINCE

(the “Recipient”)

CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 **Schedules to the Agreement.** The following schedules form part of the Agreement:

Schedule “A” -	General Terms and Conditions
Schedule “B” -	Project Specific Information and Additional Provisions
Schedule “C” -	Project
Schedule “D” -	Budget
Schedule “E” -	Payment Plan
Schedule “F” -	Reports

1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 **Conflict or Inconsistency.** In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule “A”, the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule “A”; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule “A”, the Additional Provisions will prevail over the provisions in Schedule “A” to the extent of the inconsistency.

3.0 COUNTERPARTS

- 3.1 **One and the Same Agreement.** The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

- 4.1 This Agreement may be amended upon the agreement of all Parties, which shall be executed in writing.

5.0 ACKNOWLEDGEMENT

- 5.1 The Recipient acknowledges that:
 - (a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario;
 - (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
 - (c) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
 - (d) the Province is not responsible for carrying out the Project;
 - (e) the Province is bound by the Freedom of Information and Protection of Privacy Act (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and

- (f) the Province is bound by the Financial Administration Act (Ontario) (“FAA”) and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
 - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
 - (ii) the payment having been charged to an appropriation for a previous fiscal year.

SIGNATURE PAGE FOLLOWS

The Parties have executed the Agreement on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the Solicitor General**

Date

Name: Carrie Clark

Title: Deputy Fire Marshal

CORPORATION OF THE TOWNSHIP OF PRINCE

Date

Name: Megha Trivedi

Title: Treasurer

I have authority to bind the Recipient

Date

Name: Melanie Mageran

Title: Mayor/Reeve

I have authority to bind the Recipient

**SCHEDULE “A”
GENERAL TERMS AND CONDITIONS**

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) “include”, “includes” and “including” denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

“Additional Provisions” means terms and conditions set out in Schedule “B”.

“Agreement” means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

“Budget” means the budget attached to the Agreement as Schedule “D”.

“Business Day” means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

“Effective Date” means the date set out at the top of the Agreement.

“Event of Default” has the meaning ascribed to it in section A12.1.

“Expiry Date” means the expiry date set out in Schedule “B”.

“Funding Year” means.

(a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and

(b) in the case of Funding Years subsequent to the first Funding Year, the

period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means His Majesty the King in right of Ontario, His ministers, agents, appointees, and employees.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b) and includes any such period or periods of time by which the Province extends that time.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in Schedule “C” and as may be amended from time to time.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and

provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and

- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants and covenants that it has, will maintain, in writing, and will follow:

- (a) procedures to enable the Recipient's ongoing effective functioning;
- (b) decision-making mechanisms for the Recipient;
- (c) procedures to enable the Recipient to manage Funds prudently and effectively;
- (d) procedures to enable the Recipient to complete the Project successfully;
- (e) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (f) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (g) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule “E”; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution;
 - (ii) is in the name of the Recipient; and
 - (iii) is registered in TPON.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient based upon the Province’s assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carrying Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient’s immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Interest. Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
 - (ii) requests the consent of the Province to carry out the Project with

an actual, potential, or perceived conflict of interest;

- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTING, ACCOUNTING AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, “Province” includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule “B”:
 - (i) all Reports in accordance with the timelines and content requirements set out in Schedule “F”;
 - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours’ Notice to the Recipient and during normal business hours, enter upon the Recipient’s premises to conduct an audit or investigation of the Recipient regarding the Recipient’s compliance with the Agreement, including assessing

any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3; and
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;
- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the Auditor General Act (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual, including public announcements or communications:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs;

- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province; and
- (d) obtain prior written approval from the Province before using any logo or symbol of the Government of Ontario, the Ministry of the Solicitor General or the Office of the Fire Marshal in any communications including press releases, published reports, radio and television programs and public or private meetings, or in any other type of promotional material, relating to the Project or this Agreement.

A8.2 Notice of Project-Related Communications. Unless the Province directs the Recipient to do otherwise, the Recipient will provide written notice to the Province a minimum of 14 Business Days in advance of all Project-related publications, whether written, oral, or visual, including public announcements or communications.

A9.0 INDEMNITY

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will,

- (a) provide to the Province, either,
 - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
 - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. This Agreement may be terminated by the Province at any time without liability, penalty, or costs upon giving at least thirty (30) days prior written Notice to the Recipient.

A11.2 When Termination Effective. Termination under Article A11.1 will take effect as provided for in the Notice.

A11.3 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further installments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b);
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;
- (d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the

possession or under the control of the Recipient;

- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in

the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment,

such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the Financial Administration Act (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule “B”, or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with

any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner or employee of the Province and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations and relations of the

Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of His agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A.8, Article A8.0, Article A9.0, Article A10.0, section A11.2, sections A12.1, sections A12.2(d), (e), (f), (g), (h), (i), and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0, and Article A27.0.

-- END OF GENERAL TERMS AND CONDITIONS --

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$19,380
Expiry Date	March 31, 2026
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$ 5,000
Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	<p>Name: Program Development & Analytics Unit, Office of the Fire Marshal, Public Safety Division Ministry of the Solicitor General</p> <p>Attention: Katrina Nedeljkovich, Operations Manager</p> <p>Address: 2284 Nursery Road, Midhurst, ON L0L 1N0</p> <p>Fax: (705) 305-4595</p> <p>Email: Katrina.nedeljkovich@Ontario.ca / OFMGrants@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Name: Steve Hemsworth</p> <p>Position: Fire Chief</p> <p>Address: , , ,</p> <p>Phone: 705-770-2992X7</p> <p>Email: firechief@princetwp.ca</p>
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	<p>Name: Sam Carolei</p> <p>Position: Clerk</p> <p>Address: , , ,</p> <p>Phone: 705-779-2992</p> <p>Email: clerk@princetwp.ca</p>

Additional Provisions:

None

SCHEDULE "C" PROJECT

The Ministry of the Solicitor General, Office of the Fire Marshal received Treasury Board (TB) approval to support the municipal fire service in acquiring critical equipment and other needs (health and safety, minor infrastructure and specialized tools) to improve and enhance the level of fire protection service being provided. These approved funds are provided through what is known as the Fire Protection Grant.

Year two of the Fire Protection Grant focuses on firefighter health and safety (specifically, cancer prevention measures) minor infrastructure updates and support for Lithium-Ion Incident Responses. These themes were chosen based on feedback from fire stakeholders across Ontario about the challenges and risks firefighters face in performing their duties.

The Ministry has identified five categories of eligibility:

- Cancer Prevention – Equipment and Supplies (such as exhaust extraction systems in the fire station or washing machines for firefighting gear to remove contaminants, etc.)
- Cancer Prevention - Personal Protective Equipment (such as facepieces, balaclavas, etc.)
- Cancer Prevention – Minor Infrastructure (such as showers in the fire station, etc.)
- Technology – Minor Infrastructure (such as bringing internet to fire stations that do not currently have access to improve connectivity and training opportunities, etc.)
- Lithium-Ion Incident Response – Equipment and Supplies (such as extinguishing agents, fire decontamination systems and safety solutions)

The grant application window opened August 13, 2025 and closed September 30, 2025.

CORPORATION OF THE TOWNSHIP OF PRINCE is approved for \$19,380

Funding to support the purchase of Purchase 4 sets of new PFAS free turnout gear..

**SCHEDULE “D”
BUDGET**

Funding will be provided to CORPORATION OF THE TOWNSHIP OF PRINCE upon execution of this Agreement.

Funding will be provided to CORPORATION OF THE TOWNSHIP OF PRINCE explicitly for the purchase of one, or a combination of, the items prescribed within the listed summary in Schedule “C”. Copies of all invoices and receipts for said items will be provided to the Office of The Fire Marshal as part of the Report Back described in Schedule “F” that forms part of this agreement.

The funds must be committed to the project as approved by March 31st, 2026. Subsequently, the funds must be spent by the municipality by the end of Provincial Financial Quarter Three (Q3) (December 31, 2026).

SCHEDULE "E"
PAYMENT PLAN

E.1 MAXIMUM FUNDS

The Maximum Funds to be provided by the Province to the Recipient under this Agreement is set out in Schedule "B".

E.2 PAYMENT SCHEDULE

The Funds will be provided to the Recipient for the Funding Year subject to the Agreement having been signed by the Province.

SCHEDULE "F" REPORTS

As a condition of the Fire Protection Grant, a report back to the Office of the Fire Marshal must be received, through the Transfer Payment Ontario or as otherwise directed, by the end of Provincial Financial Quarter, Q3, to outline how the grant funding was utilized, and the benefit(s) seen at the department level.

As part of the report back, the municipality is required to provide copies of all invoices and receipts for the items purchased for the approved project(s) as noted in Schedule "C".



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-05

Being a by-law to establish and require payment of various fees and charges

WHEREAS Section 391 of the Municipal Act, 2001, as amended, authorizes municipalities to impose fees and charges for services or activities provided or done by or on behalf of the municipality and for the use of its property;

AND WHEREAS Section 69 of the Planning Act, R.S.O. 1990, as amended, authorizes municipalities to establish a tariff of fees for the processing of planning applications;

AND WHEREAS the Building Code Act, as amended, authorizes municipalities to impose fees related to the processing of permits and the enforcement of the Act;

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF PRINCE ENACTS THE FOLLOWING:

1. A tariff of fees and charges is hereby established as set out on the attached Schedule "A".
2. No request by any person for documentary, written or printed information relating to any land, building or structure in the municipality, or any application described in Schedule "A" will be processed, nor will any other municipal business be acknowledged unless and until the person requesting the information or submitting the application has paid the applicable fee in the prescribed amount as set out in Schedule "A" to this by-law.
2. Notwithstanding the tariff of fees prescribed in paragraph 1 of this by-law and contained in Schedule "A" hereto, Council may at its discretion, reduce the amount of or waive the requirement for the payment of the fee in respect of the application or service where the Council is satisfied that it would be unreasonable to require payment in accordance with the tariff of fees described in the attached Schedule "A".
3. Schedule "A" forms part of this by-law.
4. Should any part of this by-law, including any part of Schedule "A" be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law shall be severable and that the remainder of this by-law including the remainder of Schedule "A" as applicable shall continue to operate and to be in force and effect.
5. By-law 2025-13 is hereby repealed.

6. This by-law takes effect on Jan 13th, 2026.

PASSED in open Council this 13th day of January 2026.

Mayor, Melanie Mageran

Acting Clerk, Megha Trivedi

Schedule "A" to By-law 2026-05

Description of Fee or Charge	Fee	Authorizing by-law or legislation
Fees imposed under s. 69 of the Planning Act		s. 69 of the Planning Act
Application for Consent	700.00	
Application for Minor Variance	700.00	
Application for Zoning Amendment	1200.00	
Application for Official Plan Amendment	1200.00	
Combined Zoning & Official Plan Amendment	1200.00	
Subdivision Applications - initial fee	1200.00	
Plus: fee for each lot created	300.00	
<p><i>In addition to the above fees for land use planning matters, where it is necessary to advertise in a newspaper having general circulation within the municipality, the applicant shall, in addition to the fees prescribed above, pay the cost of any newspaper advertising to the municipality prior to the placement of the advertisement.</i></p>		
Property Standards and Bylaw Enforcement	Fee	s. 391, of the Municipal Act 2001
Appeal Property Standards Order	500.00	2025-38
Inspections where owner fails to comply with an order	100.00 (for each inspection)	2025-39
Order has been registered and requires discharge	150.00	2025-38
Municipality undertakes to complete to work	Work cost up to \$600.00 = \$150.00 fee Work cost over \$600.00 = 25% of overall costs.	2025-39

Certificate of Compliance	50.00	2025-39
Road & Shore Allowance Transactions	Fee	s. 34, 391 ,of the Municipal Act, 2001
Application for Shore Road allowance	600.00	2019-30
Deposit for the advertising, legal, and administration fees (Refundable)	350.00	2019-30
Fees related to processing of the closure are in excess of the deposit the applicant shall be responsible	At Cost	2019-30
Civil Marriage Solemnization	Fee	
License Fee	125.00	2024-21
Marriage Solemnization Fee (includes \$100 deposit)	300.00	2024-21
Rehersal Fee (Optional)	150.00	2024-21
Offsite Ceremonies (Optional)	100.00	2024-21
Dog Licenses		s.391, of the Municipal Act
For each spayed or neutered dog	10.00	2024-04
For each unaltered dog	20.00	2024-04
For a kennel of purebred dogs	37.50	2024-04
Penalty for late renewal	15.00	2024-04
Kennel fee for impounded dogs - per day	10.00	2024-04
Surcharge for transporting dog to kennel	20.00	2024-04
Tax Certificates	50.00	
Certificates of Zoning Conformity	30.00	2019-11
Rental of Premises		s.391, of the Municipal Act
Banquet Hall per day – Resident Fee	250.00	
Banquet Hall per day, where revenue is to be donated to charity	87.50	

Banquet Hall - 4 hrs. – Resident Fee	100.00	
Banquet Hall per day – Nonresident	300.00	
Banquet Hall – 4 hrs. – Nonresident	150.00	
Banquet Hall per day – Film Crew	500.00	
Banquet Hall – 4 hrs – Film Crew	250.00	
Refundable damage deposit for Banquet Hall	100.00	
Pavilion for events – per day Resident Fee	500.00	
Pavilion for events – 4hrs Resident Fee	225.00	
Pavilion for events – per day Nonresident Fee	550.00	
Pavilion for events – 4hrs Nonresident fee	275.00	
Pavilion for events – per day Film Crew	750.00	
Pavilion for events – 4hrs Film Crew	475.00	
Outdoor tables and chairs rental – per day	100.00	
Pavilion for ice time – per hour	60.00	
Refundable damage deposit for Pavillion	200.00	
Vendors' Market – Table Rental (on site only)	10.00	
Classroom per day (Council Chambers) (Upon approval)	25.00	
Community clubs, recreational classes, etc. (after hours)	20.00	

Description of Fee or Charge	Fee	Authorizing by-law or legislation
Community Groups during office hours (exercise, quilters, EarlyON, library, etc.)	by donation	s.391, of the Municipal Act
Community clubs, recreational classes, etc., per event where food and/or beverages are served	40.00	

Museum Church Rentals – per day	250.00	
Cemetery		
One grave - resident - care and maintenance fee	500.00	O. Reg 132/92
One grave – non-resident - includes care & maintenance fee	800.00	O. Reg 132/92
Opening, closing and survey of grave for burial	750.00	
Opening, closing and survey of grave for burial of cremated remains	500	
No charge for flat marker less than 173 sq. ins - care & maintenance fee		
Monument fee - flat marker over 173 sq. ins. - care & maintenance fee	50.00	O. Reg 132/92
Monument fee - marker 4' x 4' or less - care & maintenance fee	100.00	O. Reg 132/92
Monument fee - marker over 4' x 4' - care & maintenance fee	200.00	O. Reg 132/92
Miscellaneous Charges		s.391, of the Municipal Act
Photocopies - each	.50	
Colour printing - per page	1.00	
Scanning - colour up to 5 x 7	2.50	
Scanning - colour over 5 x 7	2.50	
Facsimile - per page	2.00	
Garbage bag tags - each	2.00	
Newsletter ads per year - business card size	50.00	
Newsletter ads per month - business card size	5.00	
Pavilion ads – 4x8 valid for 5 years	500.00	

Service charge for NSF cheques	50.00	
Service charge for exchange of US cheques	25.00	
Fire Permits – Full Season	20.00	
Garbage or Recycling Carts	175.00	

Description of Fee or Charge	Fee	Authorizing by-law or legislation
Library		
Overdue books per day - maximum \$5	.25	
Overdue audio books per day - maximum \$10	2.00	
Overdue videos per day - maximum \$10	2.00	
Freedom of Information Requests		
To initiate request	5.00	O. Reg. 823
Copies and computer printouts	.20	O. Reg. 823
For manually searching a record each 15 mins. spent	7.50	O. Reg. 823
For preparing a record for disclosure, including severing a part of the record - for each 15 mins. spent by a person	7.50	O. Reg. 823
For data extraction and custom programming per 15 mins of programming time to extract electronic records	15.00	O.Reg. 823
Lottery Licenses – 3% of prizes	20.00	
Building & Demolition permits		s.391, of the Municipal Act
Culvert permits	70.00	
Civic numbering signs (911)	70.00	

Marina Fees		
Daily launch	7.00	
Seasonal Launch <i>*free for veterans, documentation is required</i>	75.00	
Seasonal Dockage	20/ft	

Fire Department Services, Fees and Fines	Fee	Authorizing By-law or Legislation
For each Fire Department vehicle attending in the first hour or part thereof.	350.00	2016-14
For each Fire Department vehicle attending for every additional half hour or part thereof	175.00	2016-14
For responding to a call where services are not required	350.00	2016-14
Fail to supervise/control fire	125.00	2016-14
Burn prohibited material(s)	125.00	2016-14
Burn during windy conditions	125.00	2016-14
Burn during fire ban	125.00	2016-14
Burn on highway/public property	125.00	2016-14
Burn pile in excess of 2m in diameter OR 2m in height	125.00	2016-14
Burn after 9 A.M. and before 6 P.M.	125.00	2016-14
Cook Fire/Camp Fire in excess of 1m in diameter OR 1m in height	125.00	2016-14
Cook Fire/Camp Fire during fire ban	125.00	2016-14
Creating a Nuisance Fire	125.00	2016-14
Burning without a proper permit	125.00	2016-14



Planners | Surveyors | Biologists | Engineers

December 5, 2025
P250723

Sam Carolei
Prince Township Municipal Office
3042 Second Line West
Prince Township
Ontario. P6A 6K4

Re: Gagnon Road Bridge Replacement
Claim for Additional Engineering Services

Ms. Carolei,

The Gagnon Road Bridge project experienced a number of challenges early in the construction phase but is now nearing completion. Crews are working diligently, including weekends, to meet the revised project deadline. Due to the unforeseen challenges experienced thus far, which are described below, TULLOCH's original Contract Administration budget has been depleted, and we are requesting additional compensation.

1) Pile Foundation Redesign

The original foundation was designed with end-bearing H-piles that would reach a dense stratum at approximately 22 m below grade. This design was based off two boreholes that were advanced on the north and south side of the proposed bridge. During the pile installation, the dense soil stratum was not experienced across the entire footprint of the foundation. This resulted in the foundation requiring a redesign using friction piles. The length of the piles had to be increased to accommodate the new design. The foundation redesign and revised pile length required additional effort from TULLOCH, including field tests (x5), which was above our original scope of work. Below outlines the additional effort:

Inspector (\$125.00/hr) @ 19 hours = \$2,375.00

Project Engineer (\$165.00/hr) @ 28 hours = \$4,620.00

Subtotal (excluding HST) = **\$6,995.00**

2) Extended Construction Duration

The duration of construction, as per TULLOCH's submitted proposal, was 16 weeks. Construction commenced the week of July 28th, 2025, which would imply a completion date of the week of November 10th, 2025. The revised date of substantial completion is December 12th. Therefore, construction is extending an additional four (4) weeks beyond the original estimated duration.

Inspector allowance (\$125.00/hr) @ 24 hours per week = \$12,000.00

Project Engineer allowance (\$165.00/hr) @ 12 hours per week = \$7,920.00

Subtotal allowance (excluding HST) = **\$19,920.00**

The above items will result in additional engineering effort totalling approximately **\$26,915.00** (excluding HST).

If you have any questions or want to discuss further, please don't hesitate to contact myself.

Sincerely yours,



Christopher Valela, PhD, P.Eng.
Project Manager
Associate

Staff Information Note

Subject: Unauthorized Motorized Vehicle Use at Deans Road Park

Prepared by: Megha Trivedi

Date: January 08, 2026

Purpose

To provide Council with background information regarding multiple complaints related to unauthorized motorized vehicle use within a municipal park.

Background

Staff has received a written complaint as well from a resident regarding individuals operating automobiles and dirt bikes within Dean Road Park. The residents raised concerns related to public safety, noise and potential damage to municipal property.

Staff Actions to Date

- Complaint acknowledged by staff.
- Matter reviewed internally for available enforcement and deterrent options.
- Issue brought forward to Council for direction.

Next Steps(Subject to Council Direction)

Staff may explore:

- Physical deterrents (fencing, bollards, gates)
- Improved Signage
- By-law Review
- Requests for targeted police patrols







Planners | Surveyors | Biologists | Engineers

January 09, 2026
250723

The Corporation of the Township of Prince

3042 Second Line West
Prince Township, ON, P6A 6K4

Attn: Sam Carolei
Clerk

Re: Contract 250723 – Gagnon Road Bridge Replacement

Contractual Pause

Ms. Carolei,

Due to the onset of winter conditions, site restoration work could not continue as of December 13, 2025. As such, we are recommending that a Contractual Pause be implemented at this time for the accrual of liquidated damages.

Upon resumption of construction activities in the spring (target date: June 1, 2026), the accrual of liquidated damages will also resume. The remaining activities shall be completed by June 12, 2026.

Please confirm that this is acceptable, and feel free to contact us with any questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read 'Niraj Neupane', with a date '1/9/26' written below it.

Niraj Neupane
Engineering Intern

NN/cv

Encl.

cc. Grant Phillips, 786222 Ontario Inc. o/a Phillips Haulage

Minutes of the Prince Township Public Library Board of Trustees

Friday, December 5, 2025

Present: Chair Mike Matthews, CEO Rita Wagner, Treasurer Sandy Fulcher, Secretary Brittany Agliani, and Hal McGonigal

Regrets: Councillor Tiana Trutenko

Call to Order: 9:48 am

Minutes of the Last Meeting: Brittany Agliani moved and Sandy Fulcher seconded that the minutes of the regular meeting held November 6, 2025 be approved as presented.

Carried.

Adoption of the Agenda: Hal McGonigal moved and Mike Matthews seconded that the agenda for today's meeting be approved as presented.

Carried.

REPORTS:

CEO: Some highlights include:

- **November Survey:** This has been completed.
- **Volunteers:** No response to our ad about needing volunteers for "staff" or Board members. Rita will follow up with an individual who has expressed interest previously and see if still valid.

Treasurer:

- Sandy Fulcher reported that the bank balance was \$8,968.41 as of November 27, 2025.
- Sandy Fulcher reported the income and expenses for the month.

Sandy Fulcher moved and Mike Matthews seconded that the Treasurer's Report be accepted as presented.

Carried.

Secretary:

- Holiday "thank you" cards to Library volunteers, Friends of the Library members and Gary Wills have been distributed.
- AK Graphix said the calendars would be ready either Friday, December 5 or Monday, December 8. They will be delivered to the Library.

Friends of the Library Report: The Annual General Meeting is scheduled for December 12 at 1 pm in the Library. The Canada Summer Job grant application is closing December 11, Brittany will submit it.

Business Arising from Last Meeting: None

New Business:

- Discussion on library computers and replacement ideas: The Board was discussing the workstation laptops (4) which are slow along with the CEO's laptop. The workstations aren't always all in use and Board discussed going down to 2 workstation laptops. Replace 2 workstation laptops and CEO laptop. The Circulation Desk computer is okay as is for now.
 - The Township Office might have laptops available for purchase. Rita stated that they had approached us in the past when the councillors and mayor had replaced their laptops. We may be able to purchase them at low price.
 - Mike Matthews had suggested looking into modular models through Framework. When things need repairs, that certain piece can be replaced instead of having to replace the whole device.

Closed Session: None

Adjournment: The meeting adjourned at 10:56 am

Next Meeting: Wednesday, January 7, 2026 at 5:30 pm



Phoenix Emergency Management Logic
 5 Beech Drive Blind River ON P0R 1B0
 705-849-7226

Quote

For:

Municipality of Prince Township
 3042 Second Line West
 Prince Township, ON

Date:

January 9th, 2025

Description	Quantity	Unit Price	Amount
1. Full CEMC Services which includes: - Yearly emergency management program improvements (2025 – review and updating of Emergency Response Plan, 2026 – Evacuation Plan, 2027 – Generator Plan) - Ensuring municipality is compliant with the Emergency Management & Civil Protection Act - Being on call to respond to emergencies 24/7/365	1	2025 - \$12 500 2026 - \$12 500 2027 - \$13 000	2025 - \$12 500 2026 - \$12 500 2027 - \$13 000
2. CEMC Services which includes: - Yearly emergency management program improvements (2025 – review and updating of Emergency Response Plan, 2026 – Evacuation Plan, 2027 – Generator Plan) - Ensuring municipality is compliant with the Emergency Management & Civil Protection Act. - Only respond to emergencies if available	1	2025 - \$8000 2026 - \$8000 2027 - \$8500	2025 - \$8000 2026 - \$8000 2027 - \$8500
3. Basic CEMC Services which includes: - Ensuring municipality is compliant with the Emergency Management & Civil Protection Act - Only respond to emergencies if available	1	2025 - \$2500 2026 - \$2500 2027 - \$3000	2025 - \$2500 2026 - \$2500 2027 - \$3000
All Option pricing does not include 13% HST			

Quotes are valid for 90 days after date of quote.

Any questions regarding this quote please email: info@phoenixemergencymanagement.com.



QUOTE

Vulcan Fire & Safety Systems Ltd

495 Industrial Park Cres
Sault Ste Marie, Ontario P6B 0A1
Canada

Quote No.: 5026
Date: 12-01-2025
Page: 1
Ship Date:

Customer:

Prince Township

3042 2nd Line W
Sault Ste. Marie, Ontario P6A 6K4
Canada

Location:

Prince Township

3042 2nd Line W
Sault Ste. Marie, Ontario P6A 6K4
Canada

Description	QTY	Price	Tax	Amount
QUOTATION TO COMPLETE DEFICIENCY REPAIRS AS A RESULT OF THE ANNUAL INSPECTIONS.				
12V 33AH BATTERY	2	165.00	H	330.00
EMERGENCY LIGHT & EXIT SIGN COMBO UNIT	2	158.73	H	317.46
ELECTRICAL CONTRACTOR SERVICE WORK & ESA PERMIT	1	569.25	H	569.25
6V 9W TUNGSTEN WEDGE BULB	2	9.00	H	18.00
5LB ABC DRY CHEMICAL RECHARGE	1	42.00	H	42.00
10LB ABC DRY CHEMICAL 6 YR MAINTENANCE	1	50.00	H	50.00
10LB ABC DRY CHEMICAL HYDROSTATIC TESTING	1	62.00	H	62.00
20LB ABC DRY CHEMICAL 6 YR MAINTENANCE	1	75.00	H	75.00
NEW 20LB ABC DRY CHEMICAL FIRE EXTINGUISHER - ASHPHALT TRAILER/PUMP TRUCK #1	2	210.00	H	420.00
LABOUR / HOURLY	3	105.00	H	315.00
TRUCK CHARGE (2 TRIPS)	2	45.00	H	90.00
*NOTE - IF REQUIRED ADDITIONAL PARTS WILL BE CHARGED EXTRA (PINS, POWDER, GAUGES, VALVE STEMS ETC.)				
**NOTE - CUSTOMER TO PROVIDE ACCESS TO LOG HOME TO INSPECT FIRE EXTINGUISHER				
Subtotal:				2,288.71
H - HST 13%				
GST/HST				297.53
			Total Amount	2,586.24
Quote is Valid for 30 Days				



Acceptance of Municipal Insurance Program Proposal

To: Marsh Canada Limited
Public Sector Division
120 Bremner Boulevard, Suite 800
Toronto, Ontario Canada M5J 0A8
Telephone: 416 868 2600

Policy Term (mm/dd/yy): **February 15, 2026 - February 15, 2027**

Annual Premium: **\$56,342**

We agree with the underwriting and claims information submitted and to the terms quoted in the Municipal Insurance Program proposal. This is your authority to proceed with binding cover(s) as outlined in the Municipal Insurance Proposal effective the date(s) noted above. We have also noted below our choice of any optional items in the Insurance Proposal as well as any specific instructions.

Indicated below are our instructions regarding any optional coverages shown in the insurance proposal.

Optional Coverages / Specific Instructions:

Please select to purchase - Annual Premium bolded below:

- Umbrella Liability to increase limit of liability to \$25,000,000: Annual Additional premium **\$2,614**
- 2 Year Long term Agreement
*Applicable to Primary liability ONLY (NOT Included Environmental Impairment Liability)
Year 1 (2026-2027): **\$13,000** (Flat)
Year 2 (2027-2028): **\$12,675** (2.5% increase)
- 3 Year Long term Agreement
*Applicable to Primary liability ONLY (NOT Included Environmental Impairment Liability)
Year 1 (2026-2027): **\$13,000** (Flat)
Year 2 (2027-2028): **\$12,675** (2.5% increase)
Year 3 (2028-2029): **\$12,675** (FLAT)

Optional Accident Benefits for Automobile policy:

- OPTION A. Medical & Rehabilitation (Non-Catastrophic) increase Limit \$130,000 – **\$69**
- OPTION B. Catastrophic Injury – Med Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 – **\$48**
- OPTION C. Medical Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 – **\$144**
- Caregiver Benefit Limit up to \$250 per week plus \$50 each additional dependant - Housekeeping and Home Maintenance – Limit up to \$100 per week up to 2 Years - Non-Catastrophic Impairment – **\$159**
- Income Replacement Limit - \$600 limit – **\$420**
 \$800 limit – **\$840**
 \$1000 limit– **\$1,260**



- Death and Funeral Benefits \$50,000 Lump sum to an eligible spouse; \$20,000 lump sum to each dependant; maximum \$8,000 for funeral benefits - Annual Additional **\$90**
- Dependant Care up to \$75 per week for the first dependant and \$25 per week for each additional dependant to a maximum \$150 per week – **\$150**
- Indexation Benefit – Annual Adjustment according to the Consumer Price Index for Canada – **\$360**
- Added Coverage to Offset Tort Deductible – OPCF 48 – **\$129**

Signed on Behalf of **Corporation of The Township of Prince**

Authorized Signature

Date

Please print the name of the person signing above

Implementation of Limit of Liability:

In no event shall either party be liable for any indirect, special, incidental, consequential or punitive damages or for any lost profits arising out of or relating to any services provided by Marsh or its affiliates. The aggregate liability of Marsh, its affiliates and its and their employees to you or your affiliates arising out of or relating to the provision of services by Marsh or its affiliates shall not exceed \$10 million. This provision applies to the fullest extent permitted by applicable law.



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Corporation of The Township of Prince

Insurance Proposal

Policy Period

February 15, 2026 - February 15, 2027

January 12, 2026

1

Important – Please Note The Following

Duty of Disclosure

In addition to providing all basic information necessary to enable us to place the risk, you must ensure that you are complying with your legal duty of disclosure of all material matters relating to the risk. In particular, you must satisfy yourself as to the accuracy and completeness of the information you provide to insurers. In this respect, you must provide all information relating to the risk, whether favourable or not, which would influence the judgement of a prudent insurer in determining whether he will take the risk, and, if so, for what premium and on what terms. If all such information is not disclosed by you, insurers have the right to void the policy from its inception which may lead to claims not being paid.

Payment Terms

Premiums are due and payable on receipt of a Marsh invoice. Payment should be made immediately to avoid any possible cancellation for non-payment of premium.

Period of Validity of Quote

This offer remains open for acceptance by the Insured until the expiry of the current Municipal Insurance program policy(ies).

Breach of Warranty or Subjectivity

If any of the terms and conditions contained in this proposal are identified as a “warranty” or as a subjectivity to binding or continuing cover, you should be aware that if the terms of the warranty as stated are breached or the subjectivity is not met, insurers may have the right to void the applicable coverage and deny any resulting or subsequent losses as a result.

Underinsurance

It is important that all policy limits and amounts insured be reviewed carefully and at least annually to be certain they are adequate to provide full recovery in event of a loss.

Underwriting / Binding Authority

Certain portions of this quotation of cover have been provided by Marsh Canada Limited acting in an underwriting capacity on behalf of the Insurer who, under a binding authority agreement, has given us authority to quote and confirm insuring terms, conditions and premiums. Marsh Canada Limited is not acting as an insurance broker in this instance and is not providing alternative terms or markets for the cover other than as quoted. For covers where Marsh Canada Limited does not act in an underwriting capacity nor has a binding authority agreement with the Insurer, coverage cannot be bound with those Insurers unless a request is made to the

Insurer and confirmation of coverage is subsequently received by Marsh Canada Limited from the Insurer.

Material Changes From Expiring Policy

You should carefully note any items identified in the “Changes from Expiry” section under each coverage as they represent material changes in cover from your previous policy.

Risk And Claims Information

This proposal has been based on the risk and claims information provided and/or verified by you to Marsh Canada Limited. If any of this information is not correct or has changed in the interim, you must advise us immediately as the terms quoted may therefore be invalid and cover cannot be bound as quoted.

Taxes Payable By Insureds

The following taxes as prescribed by federal and/or local laws and regulations will apply to all or certain portions of the premiums quoted and will be charged by Marsh Canada Limited in addition to the premiums quoted:

Provincial Sales Tax

Canadian Councils Liability

Limits of Liability:	\$5,000,000	General Liability, including Sudden and Accidental Pollution any one Occurrence; No Aggregate
	\$5,000,000	any one Occurrence and in the Annual Aggregate for Products and Completed Operations during the Policy Period
Extensions of Coverages:	\$5,000,000	Employers' Liability; any one Claim
	\$5,000,000	Tenant Legal Liability; any one Occurrence
	\$5,000,000	Employee Benefit Liability; any one Claim
	\$5,000,000	*Incidental Medical Malpractice; any one Claim Retroactive Date: November 15, 1993
	\$50,000	Voluntary Medical Payments; any one Claim and in the Annual Aggregate during the Policy Period
	\$2,000,000	Forest Fire Fighting Expense; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$50,000	Voluntary Payment for Property Damage; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$250,000	Incidental Garage Operations; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$100,000	Municipal Marina Legal Liability; any one Pleasure Craft
	\$1,000,000	Municipal Marina Legal Liability; in the Annual Aggregate for Legal Liability for Property Damage during the Policy Period
	\$500,000	Wrongful Dismissal (Legal Expense); any one Claim and in the Annual Aggregate during the Policy Period
	\$100,000	Conflict of Interest Reimbursement Expenses; any one Claim
	\$100,000	Legal Expense, Reimbursement Expenses; any one Claim and
	\$500,000	Legal Expense, Reimbursement Expenses; in the Annual Aggregate during the Policy Period
	\$5,000,000	Non-Owned Automobile (including Contractual Liability for Hired Automobiles); any one Occurrence
	\$250,000	Legal Liability for Damage to Hired Automobiles; any one Occurrence
\$5,000,000	Wrap-Up Liability – Difference in Conditions and Difference in Limits; any one Occurrence	
Endorsements:	\$5,000,000	*Municipal Errors and Omissions Liability; any one Claim and in the Annual Aggregate during the Policy Period Retroactive Date: November 15, 1993
	\$2,500,000	*Environmental Impairment Liability; any one Claim and
	\$5,000,000	Environmental Impairment Liability; in the Annual Aggregate during the Policy Period Retroactive Date: November 15, 1993
	\$2,000,000	*Abuse / Molestation Liability; any one Claim and in the Annual Aggregate during the Policy Period Retroactive Date: February 15, 2008
	\$250,000	*Abuse / Molestation Liability; Criminal Defence Cost Reimbursement; any one Claim and in the Annual Aggregate during the Policy Period Retroactive Date: January 1, 2026

INSURANCE PROPOSAL

	<p>\$250,000 *Abuse / Molestation Liability; Medical, Rehabilitation and Counseling Costs; any one Claim and in the Annual Aggregate during the Policy Period Retroactive Date: January 1, 2026</p> <p>Voluntary Compensation; As per Endorsement No. 4 – Schedule of Benefits</p> <p>\$5,000,000 Police Officer Assault; any one Occurrence</p> <p>\$1,000,000 *Communicable Disease; each and every claim Retroactive Date: February 15, 2021</p> <p>\$250,000 *Crisis Management; any one claim Retroactive Date: January 1, 2026</p> <p>\$50,000 Child Abduction; any one Claim and in the Annual Aggregate during the Policy Period</p>
*Claims Made Coverage Note:	<p>Certain sections of this policy are written on a CLAIMS MADE basis. In order to trigger coverage, a claim must first be made against the insured during the Policy period or the Extended Reporting Period of 90 days (or longer if purchased) and the act(s), which lead to the claim, must have occurred on or after the Retroactive Date. Furthermore, such claims must also be reported to the insurer during the policy period for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.</p>
Deductibles:	<p>\$15,000 Public Entity General Liability; any one Occurrence including Products and Completed Operations, per Claimant in respect of Sewer Back-up</p> <p>\$15,000 Extensions of Coverage; per Occurrence / per Claimant for all Extensions of Coverage except;</p> <p>Nil Extensions of Coverage; any one Occurrence with respect to Non-Owned Automobile Liability, Conflict of Interest and Legal Expense Reimbursement As per Endorsement No. 4 – Schedule of Benefits for Voluntary</p> <p>\$1,000 Extensions of Coverage; with respect to Legal Liability for Damage to Hired Autos</p> <p>\$15,000 Extensions of Coverage; with respect to Wrongful Dismissal (Legal Expense)</p> <p>\$25,000 Municipal Errors and Omissions Liability; any one Claim</p> <p>\$15,000 Environmental Impairment Liability; any one Claim</p> <p>\$15,000 Abuse / Molestation Liability; any one Claim</p> <p>\$15,000 Police Officer Assault; any one Occurrence</p> <p>\$25,000 Communicable Disease; each and every claim</p> <p>\$10,000 Abuse / Molestation Liability; Criminal Defence Cost Reimbursement; any one Claimant</p> <p>\$10,000 Abuse / Molestation Liability; Medical, Rehabilitation and Counseling Costs; any one Claimant</p> <p>\$10,000 Crisis Management; any one claim</p> <p>\$10,000 Child Abduction; per Abduction claim</p>
Additional Endorsements:	<p>1. Excluding Cyber, as per LMA5529</p> <p>2. Perfluorinated Compounds, Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) Exclusion, as per LMA5595. Amended, July 29, 2022.</p>
Policy Form:	B0509BOWCI2551716 EK2004502

INSURANCE PROPOSAL

Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026
Changes from Expiring policy:	Additional Endorsements added including Abuse/Molestation Liability Criminal Defence Costs, Abuse/Molestation Liability Medical, Rehabilitation and Counselling Costs, Child Abduction, and Crisis Management

INSURANCE PROPOSAL

Canadian Councils Umbrella Liability (1st Layer)

Limit of Coverage:	\$ 20,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 20,000,000	any one Occurrence in the Annual Aggregate in respect of Products & Completed Operations
	\$ 20,000,000	*any one Occurrence in the Annual Aggregate in respect of Municipal Errors and Omissions Liability
	\$ 20,000,000	any one Occurrence in the Annual Aggregate in respect of Employee Benefits Liability
Excess of Underlying Coverage(s) and Limit(s):	\$ 5,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 5,000,000	any one Occurrence and in the Aggregate in respect of Products and Completed Operations during the Policy Period
	\$ 5,000,000	*Incidental Medical Malpractice; any one Claim
	\$ 5,000,000	Municipal Errors and Omissions; in the Annual Aggregate
	\$ 5,000,000	Employer's Liability and Tenant's Legal Liability; any one Occurrence
	\$ 5,000,000	Employee Benefits Liability; any one Claim
	\$ 5,000,000	Non-Owned Automobile Liability including Contractual Liability
	\$ 5,000,000	Owned Automobile Liability (Aviva Insurance Company of Canada); any one Occurrence
* Claims Made Coverage Note:	Certain sections of this policy are written on a CLAIMS MADE basis. In order to trigger coverage, a claim must first be made against the insured during the Policy Period or the Extended Reporting Period of 90 days (or longer if purchased) and the act(s), which lead to the claim, must have occurred on or after the Retroactive Date. Furthermore, such claims must also be reported to the insurer during the policy period for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.	
Retained Limit:	\$ Nil	
Endorsements:	<ol style="list-style-type: none"> Standard Excess Automobile Liability Policy Follow Form Named Insured, SPF No. 7 Perfluorinated Compounds, Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) Exclusion, as per LMA5595. Amended, July 29, 2022 	
Policy Form:	B0509BOWCI2551714 EK2004438	
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026	

Combined Physical Damage & Machinery Breakdown

Coverage:	Property Of Every Description – All Risks of Direct Physical Loss or Direct Physical Damage (Subject to Policy Exclusions)	
Limits of Liability:	\$ 7,486,755	Blanket Limit of Loss on Property of Every Description including Machinery Breakdown
	\$ 4,936,755	Total Insured Value
	\$ 396,415	Movable Contractor's Equipment / Tools (Not included in Blanket Limit)
Physical Damage Extensions of Coverage:	The limits for the following extensions of coverage are included in the Blanket Limit shown above:	
	\$ 500,000	Valuable Papers;
	\$ 500,000	Extra Expense;
	\$ 500,000	Accounts Receivable;
	\$ 500,000	Gross Rentals;
	\$ 500,000	Computer Media;
	\$ 25,000	Fine Arts (Agreed Value);
	\$ 25,000	Computer/Electronic Data Processing
	The limits for the following extensions of coverage are in addition to the Blanket Limit shown above:	
	\$ 1,000,000	Newly Acquired Property;
	\$ 1,000,000	Building in the Course of Construction; Contractors and Consultants
	\$ 500,000	Property in Transit;
	\$ 1,000,000	Unnamed Locations;
	\$ 500,000	Expediting Expense;
	\$ 300,000	Business Interruption – Profits; Subject to maximum of \$25,000 per month;
	\$ 1,000,000	Contingent Business Interruption;
	\$ 100,000	Fire Extinguishing Material and Fire Fighting Expense;
	\$ 500,000	Professional Fees;
	\$ 10,000	Master Key;
	\$ 100,000	Land and Water Pollution Clean Up Expense;
	\$ 100,000	Stock Spoilage;
	\$ 100,000	Commercial Property Floater;
	\$ 1,000,000	Off Premises Service Interruption;
	\$ 100,000	Exhibition Floater;
	\$ 100,000 or 10%	Environmental Upgrade;
	\$ 15,000	Money, Cash Cards and Securities;
	\$ 15,000	Preservation of Property;
	\$ 25,000	Technological Advancement;
	\$ 1,000,000	Demolition and Increased Cost of Construction;
	\$ 50,000 / 100,000	Prevention of Ingress / Egress; 4 weeks;
	\$ 100,000 or 25%	Debris Removal;
	\$ 15,000	Property of Councillors, Board Members and Employees; any one loss (\$25,000 maximum annual policy limit)

INSURANCE PROPOSAL

Machinery Breakdown:	\$1,000,000	Newly Acquired Property
	\$500,000	Expediting Expense
	\$500,000	Professional Fees
	\$100,000	Consequential Damage
	\$500,000	Hazardous Substance
	\$10,000	Data and Media
	\$500,000	Ammonia Contamination
	\$500,000	Water Escape
	\$10,000	Reproduction Costs
	\$ 50,000 / 100,000	Interruption by Civil Authority; 4 weeks
Endorsements:	Automobile Replacement Cost Deficiency Endorsement	
Deductibles:	\$ 25,000	each occurrence for all losses except
	\$ 1,000	each Computer/Electronic Data Processing loss
	\$ 1,000	each Fine Arts loss
	\$ 100,000	each Flood loss
	5% of total insured value at the loss location or \$100,000 minimum, whichever is greater, each Earthquake occurrence	
Policy Form:	Municipal Insurance Program - Master Policy (January 1, 2022)	
Insurer(s) and Proportion of Participations(s):	Physical Damage:	
	Aviva Insurance Company of Canada - 70% Zurich Canada - 30%	
Subject To:	Machinery Breakdown:	
	Aviva Insurance Company of Canada - 100%	
Subject To:	<p>A Schedule of Property including Construction, Occupancy, Protection, Exposure, civic address including postal codes for all locations.</p> <p>Schedule of Miscellaneous Tools and Contractors Unlicensed Equipment.</p> <p>All cooking facilities are ULC wet chemical compliant with semi-annual maintenance contract and Class K portable extinguisher.</p> <p>Unless specifically agreed, all heritage properties are covered for Replacement Cost only. For Heritage Replacement Cost, a professional appraisal must be provided for approval by the insurer.</p> <p>All locations may be subject to Engineering Inspection.</p> <p>Terms will remain as indicated subject to no claims deterioration as of February 15, 2026</p>	

INSURANCE PROPOSAL

Comprehensive Crime

Limits:	\$1,000,000	Employee Dishonesty – Form A
	\$200,000	Broad Form Loss of Money (Inside Premises)
	\$200,000	Broad Form Loss of Money (Outside Premises)
	\$200,000	Money Orders & Counterfeit Paper Currency
	\$1,000,000	Depositors Forgery
	\$200,000	Professional Fees / Audit Expenses
	\$200,000	Computer Fraud or Funds Transfer Fraud
Deductible(s):	NIL per Loss	
Policy Form:	Master Crime Wording (April 2012)	
Insurer(s) and Proportion of Participations(s):	Aviva Insurance Company of Canada – 100%	
Subject To:	<p>1. Bank Accounts NOT being reconciled by the same person(s) authorized to deposit and withdraw funds.</p> <p>2. All cheque requisitions and issued cheques containing dual signatures. If the above is not part of your internal financial controls, please provide explanation(s).</p> <p>3. Terms will remain as indicated subject to no claims deterioration as of February 15, 2026</p>	

INSURANCE PROPOSAL

Automobile Insurance (Ontario)

Limits:	\$5,000,000	Liability – Bodily Injury / Property Damage Accident Benefits – Basic Benefits; Limits as stated in the Policy Accident Benefits – Options; None Selected; Limits as stated in Policy Uninsured Automobile; Limits as stated in the Policy Direct Compensation – Property Damage; Limits as stated in the Policy Loss or Damage – All Perils Deductible: \$5,000
Endorsements:	OPCF 3 OPCF 4A OPCF 4B OPCF 5 OPCF 20 OPCF 21B OPCF 24 OPCF 31 OPCF 43R OPCF 44 Notice of Cancellation Ninety (90) Days Tarmac Exclusion	Drive Government Automobiles Endorsement Permission to Carry Explosives Permission to Carry Radioactive Material Permission to Rent or Lease Loss of Use Endorsement - Applicable to Light Units per occurrence (Applicable only to Private Passenger Vehicles and Light Commercial Vehicles) Blanket Fleet Endorsement – No Annual Adjustment Freezing of Fire-Fighting Apparatus Non-Owned Equipment Removing Depreciation Deduction – 24 Months New Family Protection Endorsement Applicable to Private Passenger Vehicles, Light Commercial Vehicles, Skidoos and All Terrain Vehicles, and Police Vehicles
Policy Form:	Provincial Statutory Owners Policy	
Insurer(s) and Proportion of Participations(s):	Aviva Insurance Company of Canada – 100%	
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026	

INSURANCE PROPOSAL

Public Entity Recovery Assistance Plan (Critical Illness)

Sum Insured:	\$5,000 Limit for Insured(s) who are age 69 or less 5 Councillors or Volunteer Firefighters
Policy Form:	Insurers Standard Form
Insurer(s) and Proportion of Participations(s):	Sutton Special Risk – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026

Volunteer Fire Fighters' Accident Coverage

Limits of Coverage:	\$ 200,000 Principal Sum \$ 300 Disability Benefit 1st 4 weeks \$ 500 Disability Benefit after 4 weeks While on Duty Only Coverage
Policy Form:	Insurers Standard Form
Insurer(s) and Proportion of Participations(s):	AIG Insurance Company of Canada – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026

INSURANCE PROPOSAL

Cyber Liability

Insuring Clause 1. Cyber Incident Response:	\$1,000,000	Incident Response Costs in the Aggregate
	\$1,000,000	Legal and Regulatory Costs in the Aggregate
	\$1,000,000	IT Security and Forensic Costs in the Aggregate
	\$1,000,000	Crisis Communication Costs in the Aggregate
	\$1,000,000	Privacy Breach Management Costs in the Aggregate
	\$1,000,000	Third Party Privacy Breach Management Costs in the Aggregate
	\$50,000	Post Breach Remediation Costs in the Aggregate (maximum 10% of all sums CFC has paid as a direct result of the cyber event)
Insuring Clause 2. Cyber Crime:	\$250,000	Funds Transfer Fraud in the Aggregate
	\$250,000	Invoice Manipulation in the Aggregate
	\$250,000	New Vendor Fraud in the Aggregate
	\$250,000	Physical Goods Fraud in the Aggregate
	\$250,000	Theft of Personal Funds in the Aggregate
	\$250,000	Corporate Identity Theft in the Aggregate
	\$250,000	Theft of Funds Held in Escrow in the Aggregate
	\$50,000	Theft of Client Funds in the Aggregate
	\$50,000	Customer Payment Fraud in the Aggregate
	\$250,000	Telephone Hacking in the Aggregate
	\$250,000	Unauthorized Use of Computer Resources in the Aggregate
Insuring Clause 3. Cyber Extortion:	\$1,000,000	in the Aggregate
Insuring Clause 4. System Damage and Business Interruption:	\$1,000,000	System Damage and Rectification Costs in the Aggregate
	\$1,000,000	Hardware Replacement Costs in the Aggregate
	\$1,000,000	Income Loss and Extra Expense in the Aggregate
	\$100,000	Emergency and Additional Operational Continuity Costs in the Aggregate
	\$1,000,000	Voluntary and Regulatory Shutdown in the Aggregate
	\$1,000,000	Dependent Business Interruption in the Aggregate (sub-limited to \$1,000,000 in respect of System Failure)
	\$1,000,000	Consequential Reputational Harm in the Aggregate
	\$1,000,000	Lost or Missed Bids in the Aggregate
	\$25,000	Claim Preparation Costs in the Aggregate
Insuring Clauses 5 and 7 - 9 Combined:	\$1,000,000	in the Aggregate
Insuring Clause 5. Network Security and Privacy Liability:	\$1,000,000	Network Security Liability Aggregate, including Costs and Expenses
	\$1,000,000	Privacy Liability Aggregate, including Costs and Expenses
	\$1,000,000	Management Liability Aggregate, including Costs and Expenses
	\$1,000,000	Regulatory Fines, Penalties and Investigation Costs Aggregate, including Costs and Expenses
	\$1,000,000	PCI Fines, Penalties and Assessments Aggregate, including Costs and Expenses
	\$250,000	Contingent Bodily Injury Aggregate, including Costs and Expenses
Insuring Clause 6. Criminal Reward Cover:	\$100,000	in the Aggregate
Insuring Clause 7. Media Liability:	\$1,000,000	Defamation Aggregate, including Costs and Expenses
	\$1,000,000	Intellectual Property Rights Infringement Aggregate, including Costs and Expenses
Insuring Clause 8. Technology Errors and Omissions:	No Cover Given	

INSURANCE PROPOSAL

Insuring Clause 9. Court Attendance Costs:	\$100,000 in the Aggregate (sub-limited to \$2,000 per day)
Endorsements:	Marsh Public Sector Special Amendatory Clause Regulatory Statement (CAN) Notice Concerning Personal Information Code Of Consumer Rights And Responsibilities Ontario Commercial Liability Notice Service of Suit Clause Policy Aggregate Limit of Liability Clause (Including Aggregate Sub-limit For Cyber Crime)
Deductible:	\$15,000 for all losses in the Aggregate
Policy Form:	Cyber, Private Enterprise (CAN) v4.0
Insurer(s) and Proportion of Participations(s):	CFC Underwriting Ltd. – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026 Satisfactory confirmation that you have downloaded & registered our incident response mobile app (due: 30 days post-binding).

INSURANCE PROPOSAL

LCIS – Annual Low Risk Events Liability

Limits of Coverage:	\$5,000,000 Bodily Injury & Property Damage any one Occurrence \$5,000,000 Products & Completed Operations Aggregate \$2,000,000 Personal Injury & Advertising Liability \$10,000 Medical Payments per Person \$50,000 Medical Payments per Accident \$5,000,000 Tenant's Legal Liability \$5,000,000 Incidental Medical Malpractice Liability \$2,000,000 Non-Owned Automobile Liability \$50,000 SEF 94 – Legal Liability for Damage to Non-Owned Autos \$1,000,000 Fire Fighting Expense Liability
Endorsements:	1.Liquor Liability 2.Vendor Liability Extension Endorsement 3.USA Jurisdiction 4.Fire Fighting Expense Liability 5.Security Default Cancellation Clause 6.Service of Suit Clause (Canada) (Action Against Insurer) 7.Notice Concerning Personal Information 8.Notice to Insureds 9.Lloyd's Underwriters Policyholder's Complaint Protocol 10.Intention for AIF to bind Clause 11.Sanction Limited and Exclusion Clause
Deductible(s):	\$1,000 per Loss but only with respect to Property Damage Liability, Tenant's Legal Liability and SEF 94 – Legal Liability for Damage to Non-Owned Autos
Policy Form:	LCIS GL 2020 B0509BOWCI2551575
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of February 15, 2026



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026 – 06

Being a BY-LAW to confirm proceedings and resolutions of Council for the Township of Prince which were adopted up to and including January 13th, 2026

WHEREAS Section 5(3) of the Municipal Act, R.S.O 2001 as amended requires a municipal council to exercise its power by bylaw except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual bylaw;

NOW THEREFORE the Council for the Township of Prince enacts as follows:

- 1. THAT** all actions of Council which have been authorized by a motion, resolution, direction and other action of Council and adopted in open Council and that were recorded in the minutes of Council or the minutes of a Committee of Council and accepted by Council up to and including January 13th, 2026, are hereby ratified, authorized and confirmed.
- 2. THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in the meeting mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council at the above-mentioned meeting, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of any authorized action or required for the exercise of any power by the Council.
- 3. THAT** the Mayor and proper officers of the Corporation of the Township of Prince are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Township of Prince and to affix the seal of the Corporation thereto.

READ and passed in open Council on this 13th day of January, 2026.

Melanie Mageran, Mayor

Megha Trivedi, Acting Clerk