



**CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL BUDGET MEETING AGENDA TUESDAY MARCH 31st , 2026 AT 5:00 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 M. Christenson

BE IT RESOLVED THAT COUNCIL hereby accepts the agenda for Tuesday March 31st , 2026, and any addendums, as presented.

3. Disclosure of Pecuniary Interest

4. Staff Reports

a) 2026 Draft Budget Presentation

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council receive the 2026 Draft Budget Presentation from staff for information and discussion.

b) Tender 2026-01 – Staff Evaluation Report

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Council accepts the report from staff regarding Tender 2026-01 Winter Snow Removal and Summer Grading, as information.

5. Motions and Notice of Motions

a) Tender 2026-01 Winter Snow Removal and Summer Grading - Tender Update

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council hereby selects one of the following options regarding the Road Maintenance services:

Option 1 – Accept a compliant tender submission, and authorize staff to proceed with award in accordance with the Procurement By-law.

Option 2 – Proceed with In-house service delivery model, including purchase of grader, rental of a backhoe with required attachments during the season and transitioning the Public Works Supervisor to full – time.

AND FURTHER THAT staff be directed to proceed with all necessary actions in support of the selected option.

b) NOHFC Grant Application – Deans Road Park Fencing

Moved by: Councillor M. Christenson

Seconded by: Councillor E. Caputo

BE IT RESOLVED on March 31st, 2026, that The Corporation of the Township of Prince supports the application regarding the Deans Road Park Fencing Project and can enter into an agreement with NOHFC regarding Deans Road Park Fencing Project.

The Corporation of the Township of Prince agrees to commit a total of \$8,000 towards the total project cost of \$80,000 and resolves to cover any project-related cost overruns from the 2026 budget, should they be incurred.

c) Credit Card Authorization for Clerk – Treasurer

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT Council authorizes the issuance of a municipal corporate credit card to Clerk-Treasurer Megha Trivedi with a credit limit of \$20,000;

AND THAT the use of the credit card shall be in accordance with the Township's Procurement Policy and applicable financial controls;

AND FURTHER THAT all transactions shall be reported and reconciled in accordance with standard municipal financial procedures.

6. By-Laws:

Bylaw 2026 – 17 Ontario Transfer Payment Agreement – 2025-26 Community Emergency Preparedness Grant (CEPG)

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT Bylaw 2026-17, being a by-law to authorize the execution of an Ontario Transfer Payment Agreement for 2025-26 Community Emergency Preparedness Grant (CEPG), be read a FIRST, SECOND and THIRD time and finally passed this 31st day of March, 2026.

7. Confirming By-Law- 2026 - 18

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT By-law 2026 - 18 Being a by-law to confirm the proceedings of Council up to and including March 31st, 2026, be given a FIRST, SECOND, and THIRD READING, and FINALLY Passed this 31st day of March 2026.

8. Adjournment.

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

BE IT RESOLVED THAT COUNCIL hereby adjourns at _____p.m., to meet again for the next regular meeting on Tuesday April 14th, 2026, at 6:00 pm, or at the call of the Mayor.

2026 Budget Revenue

Other Revenue	2025 Budget	Pre Audit	2026 Draft
Canada Community Building Fund CCBF	63,000.00	63,862.74	63,000.00
ON Community Infrastructure Fund	100,000.00	100,000.00	125,000.00
ON Municipal Partnership Fund OMPF	217,000.00	217,000.00	247,000.00
NOHFC - General Government	91,397.30	91,397.30	100,000.00
Pothole Prevention Repair Program			38,000.00
NORDS	148,000.00	67,402.81	-
Other Grants - ICIP GRANT	73,933.21	-	73,933.21
Cemetery Revenue Regular	10,000.00	6,350.00	7,000.00
Cemetery Revenue Perpetual Care	3,000.00	2,550.00	3,000.00
Canada Summer Jobs	2,400.00	2,408.00	2,500.00
Marina Revenue	13,000.00	10,747.65	13,000.00
Rentals	9,000.00	9,083.62	12,000.00
Planning Items	2,500.00	4,590.00	10,000.00
Parks in Lieu 5%	5,000.00	2,092.12	5,000.00
Permits Fire	1,200.00	3,738.28	5,000.00
Permits Dogs	1,000.00	1,124.42	2,000.00
Tax Certificates	300.00	1,225.00	2,000.00
Licenses	2,000.00	-	1,000.00
Service Charge	500.00	480.18	1,000.00
Advertising	3,000.00	60.00	1,000.00
Tax Interest	30,000.00	26,834.41	35,000.00
Interest Earned on Deposits	7,000.00	-	10,000.00
Recreation Revenue	5,000.00	1,516.80	2,000.00
Miscellaneous Revenue - Gen Govt.	30,000.00	10,913.61	12,000.00
Miscellaneous Revenue - Fire Dept.	7,000.00	15,866.55	19,380.00
Miscellaneous Revenue - FOI Requests	-		-
Miscellaneous Revenue - ONTARIO FIRE SAFETY GRANT	8,000.00	8,000.00	-
Miscellaneous Revenue - Fire Dept DSSAB	3,000.00	5,917.94	6,000.00
Environmental Revenue- Garbage Tags	500.00	14.00	500.00
Municipal Fines/ POA	6,000.00	6,713.85	7,500.00
Marriage Solemnization	-	300.00	1,000.00
Parent Child Revenue	24,000.00	18,380.00	18,380.00
Election Revenue	-	1,582.00	2,000.00
Donations Fire Dept	2,000.00	1,320.00	200.00
Donations General	500.00	800.00	1,000.00
Total	869,230.51	682,271.28	826,393.21

2026 Budget Expenditures

General Government	2025 Budget	Pre Audit	2026 Draft
Legislative & Administration			
Legal	60,000.00	75,600.86	20,000.00
Advertising & Promotions	1,200.00	5,544.07	7,000.00
Memberships, Dues & Subscriptions	4,600.00	3,655.41	4,600.00
Apparatus and Equipment Repairs	1,000.00	-	-
License & Permits	6,000.00	1,852.73	3,000.00
Consulting Fees	25,000.00	11,616.83	15,000.00
Election Expenses	-	-	15,000.00
R&M Buildings	43,000.00	107,147.28	120,000.00
R&M Other	4,000.00	79.35	100.00
Telephone	8,000.00	16,140.66	20,000.00
Meals & Mileage	1,000.00	2,067.52	2,500.00
Conference Expenses	6,000.00	966.48	3,000.00
Utilities	52,500.00	55,277.27	60,000.00
Miscellaneous Expense	2,000.00	1,437.44	2,000.00
Rent	500.00	-	500.00
Small Tools & Supplies	600.00	954.87	1,000.00
Donation	10,000.00	1,020.00	1,000.00
Office Supplies	8,000.00	5,796.62	8,000.00
Courier & Postage	5,000.00	5,889.81	6,000.00
Insurance	75,000.00	59,087.11	70,000.00
Software	20,000.00	46,426.01	50,000.00
Training for Employees	22,000.00	5,246.54	7,000.00
Total Legislative and Administration	355,400.00	405,806.86	415,700.00

Finance & Taxation

MPAC Assessment	22,000.00	21,336.48	22,000.00
Transaction and Payment Fees	-	1,193.56	2,500.00
Bank & Interest Charges	3,000.00	5,000.75	5,000.00
Audit	50,000.00	57,439.15	50,000.00
Accounting	20,000.00	2,177.66	2,000.00
Total Finance & Taxation	95,000.00	87,147.60	81,500.00

Administration Payroll & Benefits

Wages & Salaries	325,000.00	271,066.51	325,000.00
Council Honorariums	28,000.00	27,685.00	28,000.00
Council - Other	300.00	-	300.00
ECM Honorariums	4,800.00	3,200.00	4,800.00

EI Expense	7,600.00	7,992.21	8,500.00
CPP Expense	17,500.00	19,817.79	20,500.00
WSIB Expense	15,200.00	11,728.03	15,200.00
EHT Expense	3,000.00	5,686.89	6,500.00
OMERS Expense	27,000.00	29,545.31	30,500.00
Health Benefits	22,000.00	35,163.44	40,000.00
Total Payroll & Benefits	450,400.00	411,885.18	479,300.00
Total General Government	900,800.00	904,839.64	976,500.00

Protection Services

Policing	228,000.00	216,815.95	241,000.00
Animal Control Officer	8,000.00	3,384.47	5,000.00
By-Law Enforcement Officer	1,000.00	16.69	500.00
Humane Society	1,500.00	850.00	1,500.00

Fire Department

Fire Honorariums	45,000.00	44,999.91	45,000.00
Uniforms	1,000.00	-	-
R&M Vehicles	-	-	5,000.00
Truck Expense	4,000.00	262.72	-
Materials - Fire Dept	100.00	-	-
Training for Employees	13,000.00	14,298.98	15,000.00
Fire Station	3,000.00	3,895.81	9,500.00
New Apparatus & Equipment	11,000.00	9,459.62	22,000.00
Licenses & Permits	7,000.00	7,056.51	7,500.00
Recertification of Apparatus and Equip	3,000.00	4,217.31	8,000.00
Repairs to Apparatus and Equipments	1,000.00	3,613.50	
First Response Expense	1,000.00	424.36	500.00
Fuel	4,500.00	2,685.42	4,000.00
Total Fire Expense	93,600.00	90,914.14	116,500.00
Total Protection Services	612,900.00	584,723.67	714,000.00

Transportation Services

R&M Roads	105,000.00	52,145.17	70,000.00
R&M Winter Roads	45,000.00	56,939.57	70,000.00
R&M Vehicles	7,000.00	3,614.20	5,000.00
Materials	3,000.00	23.48	100.00
Fuel - Roads	5,000.00	4,843.78	6,000.00
Uniforms - Roads	2,200.00	-	-
Total Transportation	167,200.00	117,566.20	151,100.00

Environmental Services

Recycling	3,000.00	-	-
Waste Disposal	52,000.00	56,128.72	58,000.00
Conservation Authority Levies	7,500.00	7,010.00	7,500.00

MNRF Levy	7,681.00	7,566.65	8,000.00
Total Environmental Services	70,181.00	70,705.37	73,500.00

Health Services

Land Ambulance	94,551.64	94,654.65	121,327.56
Public Health	45,555.00	45,555.00	49,655.00
Total Health Services	140,106.64	140,209.65	170,982.56

Social and Family Services

Ontario Works	84,042.22	84,190.36	69,353.42
Child Care	40,950.60	40,906.04	25,726.45
Total Social and Family Services	124,992.82	125,096.40	95,079.87

Social Housing

Social Housing	256,107.23	255,900.64	284,341.36
Total Social Housing	256,107.23	255,900.64	284,341.36

Recreation and cultural services

Community Centre	3,000.00	466.58	500.00
Parks	2,000.00	2,035.20	3,000.00
Cemetery	2,000.00	1,481.12	2,000.00
Museum	7,500.00	9,109.24	7,500.00
Library	6,000.00	5,134.93	5,135.00
Recreation Committee		4,615.45	6,000.00
Marina Expense	6,000.00	-	1,000.00
Total Recreation and Cultural Services	26,500.00	22,842.52	25,135.00

Planning and Development

Planning & Consulting	135,000.00	148,951.51	100,000.00
Licenses & Permits	2,000.00	-	500.00
Total Planning & Development	137,000.00	148,951.51	100,500.00

Total Operating Expenses	2,435,787.69	2,370,835.60	2,591,138.79
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Debt Repayment

Principal - Debentures SCBA	0		39,602.68
Principal - Debentures Fire Truck	0		42,000.00
Principal - Debentures Bridge	0		32,977.57
Interest - SCBA	0		6,141.80
Interest - Fire Truck	0		3,550.43
Interest - Bridge	0		27,739.40
Total Debt Repayment	-		152,011.88

Capital Expenses

Pavilion and Parks Upgrade	-	-	130,000.00
Marina Capital Expense	30,000.00	-	30,000.00
Capital purchases - Fire Department	210,000.00	147,549.97	0
Seacan - Storage	-	-	7000
Total Capital Expense	240,000.00	147,549.97	167,000.00

Transfers to/From Reserves

From Reserves	497,355.41		298,000.00
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Total Expenses	3,173,143.10	2,518,385.57	2,910,150.67
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Total Expenditures	2,910,150.67
Total Revenue	826,393.21
To be raised by Taxation	1,785,757.46

	Amount	Percentage
Levy Increase	\$ 108,135.47	6.45%



CORPORATION OF THE TOWNSHIP OF PRINCE

STAFF REPORT

Subject: Tender 2026-01 – Road Maintenance Services (Winter & Summer)

Prepared by: Megha Trivedi, Clerk-Treasurer

Date: March 18, 2026

1. PURPOSE

The purpose of this report is to present the results of Tender 2026-01 for road maintenance services and to obtain Council direction regarding service delivery for winter maintenance and summer grading operations.

2. BACKGROUND

The Township issued Tender 2026-01 for the provision of winter maintenance, sanding, summer grading, and cemetery excavation services. The tender was advertised on the Township website and Bids & Tenders platform and closed on March 16, 2026 at 4:00 PM.

A tender opening was conducted on March 17, 2026 in accordance with Procurement By-law 2019-37. Two (2) submissions were received.

The Township's current contractor has advised that they will discontinue winter maintenance and summer grading services but will continue to provide cemetery-related services.

3. COMPLIANCE REVIEW

Submissions were reviewed against the mandatory requirements outlined in the tender.

Northern Fencing & Contracting

Northern Fencing & Contracting did not include required insurance confirmation as part of their submission. As the tender specifies that submissions must include all required documentation and incomplete submissions will not be accepted, the bid was deemed non-compliant.

Possamai Construction

Possamai Construction submitted a complete and compliant bid and was considered for evaluation.

4. FINANCIAL ANALYSIS

To support decision-making, staff evaluated the tender results alongside an updated in-house

service delivery model based on incremental costs.

Annual Cost Comparison

Option	Estimated Annual Cost
Possamai Construction	\$70,377.50
Northern Fencing and Contracting Inc.	\$69,370.00
Internal Delivery of service	\$67,000.00

The in-house option reflects only incremental costs not already included in the draft budget. Equipment purchases, including a grader, fully funded through grant support.

The in-house model results in a lower annual cost than the tender submission while maintaining operational flexibility.

5. ANALYSIS

The tender process resulted in one compliant bid.

While Possamai Construction provided a complete submission, the evaluated cost is higher than the Township's internally developed service delivery model.

The in-house option allows the Township to:

- Deliver core winter and summer services at a lower cost
- Maintain operational control and flexibility
- Continue utilizing the current contractor for cemetery services
- Reduce dependency on a single external contractor

Given the Township's rural context and operational needs, flexibility and responsiveness are important considerations in addition to cost.

6. OPERATIONAL CONSIDERATIONS

- A full-time Public Works Supervisor will support year-round operations
- Equipment required for service delivery will be secured through grant funding
- Backhoe rental will provide necessary operational capacity
- Cemetery services will continue to be provided by the existing contractor
- The Township retains the ability to respond to emergencies and adjust service levels as required

7. RECOMMENDATION

THAT Council direct staff to proceed with in-house delivery model;

AND THAT no award be made under Tender 2026-01.

8. ALTERNATIVE OPTIONS

Council may choose to:

- Award the tender to Possamai Construction
- Reject all bids and proceed with in-house service delivery.



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026 – 17

A BY-LAW TO AUTHORIZE THE EXECUTION OF A TRANSFER PAYMENT AGREEMENT WITH THE MINISTER OF EMERGENCY PREPAREDNESS AND RESPONSE

WHEREAS the Council of The Corporation of the Township of Prince deems it desirable to enter into a Transfer Payment Agreement with Minister of Emergency Preparedness and Response for the purpose of receiving funding for the Flood and Beaver Management Monitoring Program;

AND WHEREAS the Agreement provides funding in the maximum amount of \$50,000 to support the implementation of the Project as described in the Agreement;

AND WHEREAS Council acknowledges the terms and conditions of the Transfer Payment Agreement, including reporting, insurance, and indemnification requirements;

AND WHEREAS Council deems it advisable to authorize the execution of the said Agreement;

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

1. **THAT** the Mayor and the Clerk-Treasurer are hereby authorized and directed to execute on behalf of the Corporation, a Transfer Payment Agreement with Minister of Emergency Preparedness and Response, and to affix the corporate seal thereto.
2. **THAT** the Mayor and the Clerk-Treasurer are hereby authorized to execute any and all documents, agreements, or amendments ancillary to or required for the implementation of the said Agreement.
3. **THAT** the Corporation agrees to comply with all terms, conditions, and requirements set out in the Transfer Payment Agreement.

4. **THAT** this By-law shall come into force and take effect upon final passing.

READ a FIRST, SECOND and THIRD time and finally passed this 31st day of March, 2026.

Mayor, Melanie Mageran

Clerk – Treasurer, Megha Trivedi

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 2nd day of March 2026.

BETWEEN:

**His Majesty the King in right of Ontario as represented by the
Minister of Emergency Preparedness and Response
(the "Province")**

- and -

The Corporation of the Township of Prince
(the "Recipient")

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the 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 Information and Timelines
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 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. 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, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (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

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 the 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, and includes 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 pursuant to section A12.4.

“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”.

“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) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) 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;

- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) 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 in accordance with the approved Budget attached to the Agreement as Schedule “D”. Commitments made or funds spent outside of the Term of The Agreement will not be honored or reimbursed by the Province;
- (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 the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

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 for any Funding Year 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 Carry 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 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 REPORTS, 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;
- (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:

- (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; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

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. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 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 instalments 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 either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and

- (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 Her

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, A7.8, Article A8.0, Article A9.0, section A11.2, section 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	\$50,000
Expiry Date	January 29, 2027
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$25,000
Certificate of Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	<p>Priscilla McKenzie Senior Manager, Design and Implementation Unit, Ontario Corps Branch Ministry of Emergency Preparedness and Response</p> <p>Address: Emergency Management Ontario 25 Morton Shulman Avenue Toronto, Ontario, M3M 0B1</p> <p>Email: EMOcommunitygrants@ontario.ca</p>
Contact information of Applicant for the purposes of Notice to the Recipient	<p>Name: Megha Trivedi</p> <p>Position: Clerk - Treasurer</p> <p>Address: 3042 Second Line W, Prince Township, ON P6A 6K4</p> <p>Email: clerk@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: Megha Trivedi</p> <p>Position: Clerk -Treasurer</p> <p>Address: 3042 Second Line W, Prince Township, ON P6A6K4</p> <p>Email: treasurer@princetwp.ca</p>

Additional Provisions:

B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS

B1.1 Communications Details. The Recipient agrees that:

- (a) Any of the Province's Project-related communications shall be at the discretion of the Province.
- (b) The Province may acknowledge the Project in any of its communications.
- (c) The Province may request that the Recipient participate in an announcement or media event with government officials.
- (d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
- (e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
- (f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.
- (g) Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province.

**SCHEDULE “C”
PROJECT INFORMATION and TIMELINES**

The Township of Prince is proposing the Flood and Beaver Management Monitoring Program to address recurring flooding and infrastructure failure events caused by culvert blockages and beaver activity. The Township’s terrain includes extensive forested and wetland areas with several chronic washout and flooding locations along Prince Lake, Townline, and Walls Roads.

A 2024 flooding event caused by an undetected beaver dam behind the municipal office demonstrated the community’s vulnerability and the need for improved monitoring and early warning capabilities. There was damage to roads, people were stranded. Municipal damage alone was over \$90,000 which doesn’t include the resident property damage.

Grant funding will enable the Township to enhance its emergency preparedness capacity through the purchase and installation of five remote water-level sensors at key culverts, along with beaver-resistant culvert reinforcements to reduce the risk of blockages. These systems will provide real-time data and early alerts to municipal staff and emergency management, allowing faster response to rising water levels before roads and properties are affected. The project also includes training and field exercises with municipal staff and the Township’s licensed beaver management contractor, development of a Standard Operating Procedure (SOP) for monitoring and response, and integration of sensor data into the Township’s GIS system as a flood-risk mapping layer.

This project is necessary because Prince Township has limited (seasonal) staffing, no heavy equipment, and a large rural area that makes visual inspection of culverts challenging. By implementing these proactive measures, the Township will reduce flood damage, improve emergency access, and strengthen long-term community resilience to climate-related emergencies. We will also be providing access to these water levels to our local Conservation Authority for additional monitoring/alerts.

Project Timelines

Project Start Date	Effective Date of the Transfer Payment Agreement
Project End Date	August 24, 2026

Performance Measures and Key Performance Indicators (KPIs)

The recipient will be required to report on the achievement of performance measures and key performance indicators outlined in their application. Details must be included in the final report as described in Schedule “F” of the Agreement.

SCHEDULE "D"
BUDGET

Expense Category	Total
Supplies	\$4,000
Capital Equipment	\$29,000
Services	\$9,000
Training	\$8,000
Total Funding Request	\$50,000

SCHEDULE "E"
PAYMENT PLAN

The payment of Funds will be made by electronic fund transfer by the Province after the Effective Date of the Agreement. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) and is responsible for keeping it up to date with appropriate banking and contact information.

	Payment Amount	Payment Date
Payment	\$50,000	After the Effective Date of the Agreement and all the following occur: <ul style="list-style-type: none">• the Agreement is signed by both parties;• the Province receives the Certificate of Insurance;• the Province receives the confirmation of signing authority

SCHEDULE “F” REPORTS

Final Report. The Recipient shall submit a final report once the project activities are completed. The Recipient shall include the following in the Final Report:

- (a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
- (b) Evidence of equipment/supplies purchased through submission of photographs of installation and in operation.
- (c) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
- (d) Itemized list of all capital and operating equipment purchased.
- (e) Supporting documents substantiating the Recipient’s completion of Project activities.
- (f) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
- (g) Final Report to be completed on TPON by the Recipient’s Finance Contact or equivalent in accordance with Section of A7.2 of the Agreement”.

A failure to meet any of the reporting requirements described above may impact the Recipient’s entitlement to Funds provided under this Agreement, as well as the Recipient’s eligibility to receive funding that may be available through future iterations of the program.

The Recipient must retain all receipts for up to seven years. The receipts must include amount paid, invoice number, date of payment, services/products acquired, and name/address of the vendor.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

Project reporting deadline	September 25, 2026
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CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026 – 18

Being a BY-LAW to confirm proceedings and resolutions of Council for the Township of Prince which were adopted up to and including March 31st, 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 March 31st, 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 31st day of March, 2026.

Melanie Mageran, Mayor

Megha Trivedi, Clerk - Treasurer