



The Corporation of the Township of Central Frontenac Regular Meeting Of Council Agenda

Tuesday, March 24, 2026 at 6:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

Page

1. Call to Order

2. Land Acknowledgement

We would like to begin by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation.

3. National Anthem

Please stand for the National Anthem

4. Approval of the Agenda

THAT the agenda for the regular meeting of Council to be held on March 24, 2026, be approved as presented [amended].

5. Disclosure of Pecuniary Interest and General Nature Thereof

6. Approval of the Minutes

9

[Regular Meeting Of Council - Mar 10 2026 - Minutes.docx](#)

THAT the minutes from the regular meeting of Council held on March 10, 2026, be approved as presented [amended].

7. Mayor's Remarks

8. Delegations

a. Lindsay Nash, Outreach & Stewardship Coordinator, Quinte Conservation

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Letter of Support Request: Green Municipal Fund (GMF), Growing Canada's Community Canopies (GCCC)

[Quinte Conservation GMFGCCC Fund January 2026 Township of Central Frontenac.pdf](#)

[Appendix 1.pdf](#)

[Appendix 2.pdf](#)

THAT Council receive the presentation from Lindsay Nash, Outreach & Stewardship Coordinator, Quinte Conservation, regarding a letter of support for the Green Municipal

Fund (GMF), Growing Canada's Community Canopies (GCCC).

- b. **Cindy Steele - Requesting Amendment to Cemetery By-Law**
THAT Council receive the presentation from Cindy Steele, regarding cemeteries for information.

- c. **Jim Rose of White Lake Cottagers Association - ALTO High Speed Rail** 71
[Jim Rose Delegation Letter Redacted.pdf](#) 

THAT Council receive the presentation from Jim Rose of the White Lake Cottagers Association, regarding ALTO High Speed Rail for information.

9. Public Meeting


10. Consent Agenda

THAT Council accept consent agenda items a) through d) for information as they are considered routine.

- a. **Correspondence Received for March 24, 2026**
 1. Letter dated February 19, 2026, from the City of Sarnia, regarding Mayoral Authority and Municipal Police Budget Sustainability.
 2. Letter dated March 4, 2026, from the Township of Addington Highlands, regarding ALTO High Speed Rail Project Resolution of Council.
 3. Letter dated March 10, 2026, from the Township of Rideau Lakes, regarding Concerns re ALTO High Speed Rail Project (Bill C-15 Budget).
 4. Letter dated March 11, 2026, from the Township of North Dumfries, regarding Support for Bill 21, Protect Our Food Act, 2025.
 5. Letter dated March 13, 2026, from the Town of Whitby, regarding Request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework.
 6. Letter dated March 13, 2026, from the County of Prince Edward, regarding OPP – Sustainable Police Services Funding Resolution.
 7. Letter dated March 16, 2026, from the Town of Fort Frances, regarding Resolution of Support for the City of Sarnia – Mayoral Authority and Municipal Police Budget Sustainability.








- b. **EORN Cell Gap Project Monthly Update - February** 72
[Frontenac County February 2026.docx](#) 

- c. **Central Frontenac Recreation Advisory Committee Minutes** 76
[CFRAC Jan 22 2026.pdf](#) 

- d. **Central Frontenac Economic Development Advisory Committee Minutes** 95
[2026-01-07_EcDev Committee Minutes - Jan 7, 2026.docx](#) 
[2026-02-04_EcDev Committee Minutes - Feb 4, 2026.docx](#) 
[2026-02-04 Appendix-A Greening the Downtown 2025 Status Report.docx](#) 

11. Deferred Items

12. Staff Reports/Departmental Updates

- a. **Report No. 51-2026** 105
Finance Accounts Payable (Cheque Distribution) Report
[51-2026 - FIN - Accounts Payable \(Cheque Distribution\) Report - March 24, 2026.docx](#) 
[51-2026 - FIN -Attach 1 - Accounts Payable \(Cheque Distribution\) Report March 24, 2026.pdf](#) 
[51-2026 - FIN -Attach 2 Accounts Payable \(Cheque Distribution\) Report February 27, 2026.pdf](#) 
[51-2026 - FIN -Attach 3- Accounts Payable \(Cheque Distribution\) Report March 11, 2026.pdf](#) 
- THAT** Council receive the Accounts Payable Report (Cheque Distribution) in the amount of \$1,594,121.04 as prepared by the Treasurer, for information.
- b. **Report No. 52-2026** 129
Finance Prudent Investor Annual Report - March 24, 2026
[52-2026 - FIN - Prudent Investor Annual Report - March 24, 2026.docx](#) 
[52-2026 - FIN -Attach 1 - Prudent Investor Annual Report - Central Frontenac Investment Policy Statement.pdf](#) 
[52-2026 - FIN -Attach 2 - Prudent Investor Annual Report - Talking Points.pdf](#) 
- WHEREAS** the Prudent Investment Standard requires the Treasurer to review the policy annually with Council, including any investment performance during the period covered and any other information required under the Regulation and that the Treasurer may consider to be pertinent;
- NOW THEREFORE BE IT RESOLVED THAT** Council has received and reviewed the current investment policy statement (IPS) as part of the ONE JIB update process and confirm re-approval, without revision, of continuing the moderate risk profile under the Prudent Investor path that is geared towards a long-term investment capital return to fund Road 38 reconstruction;
- AND FURTHER THAT** Council receive the investment performance in this report as prepared by the Treasurer for information.
- c. **Report No. 53-2026** 159
Finance Cemetery Scotia Trust Resignation as Trustee - March 24, 2026
[53-2026 - FIN -Cemetery Scotia Trust Resignation as Trustee - March 24, 2026.docx](#) 
- THAT** Council receives for information the Treasurer’s Administrative Report entitled “Cemetery Scotia Trust Resignation as Trustee”;

AND THAT Council authorizes the Treasurer to transfer the funds from Scotia Trust acct # 78004512 to the existing Royal Bank Cemetery Account.

AND FURTHER THAT Council authorizes the CAO & Mayor to sign the Release, Acknowledgment and Indemnity document for Scotia Trust once the BAO approves the application and the Treasurer has received the funds

- d. **Report No. 54-2026** 162
Finance Insurance Report to Council - March 24, 2026
[54-2026 - FIN - Insurance Report to Council - March 24, 2026.docx](#) 

WHEREAS AON is the endorsed insurance broker for the Ontario Education Collaborative Marketplace (OECM);

AND WHEREAS the Central Frontenac Procurement Policy permits purchasing through group buying organizations, such as OECM without issuing a Request for Proposal (RFP), as the competitive procurement process has already been completed by the group;

NOW THEREFORE BE IT RESOLVED that Council pre-approve the Treasurer to obtain pricing in the fall through OECM for the provision of insurance services for a three-year term (2027-2030), including the option of two one-year extensions.

- e. **Report No. 55-2026** 165
Finance 357, 358, 359 - March 2026
[55-2026 - FIN - March 2026 357, 358, 359.docx](#) 

THAT Council for the Township of Central Frontenac approve the following reduction/change of Assessment pursuant to the Municipal Act.

Roll Number 10-39-070-010-30722-0000 for the period of October 28, 2023 to August 28, 2025 as reported by MPAC. Reason – Demolition/ Razed by fire, demolition, or otherwise - (357)(1)(d)(i).

AND FURTHER that Council approves an adjustment of taxes to be calculated by the tax department for the related period.

- f. **Report No. 56-2026** 167
Central Frontenac Fire & Rescue Services Activity Report - March 24 2026
[56-2026 - CFFRS - Activity Report - March 24 2026.pdf](#) 

THAT Council receive the Central Frontenac Fire Rescue (CFFR) Activity Report prepared by the Manager of Emergency Services/Fire Chief dated February 24, 2026

- g. **Report No. 57-2026** 175
Administration 2026 Cemetery Fee Increase Council Report

THAT Council receive the report for information for the new rates for 2026 as outlined in Schedule B of the By-law and pricing adjustment as per the October Consumer Price Index.

- h. **Report No. 58-2026** 178

Administration 2026 Tower Urn By-law amendment Council Report

[58-2026 - ADMIN -2026 Tower Urn By-law amendment Council Report cm.docx](#) 

THAT Council receive the report regarding the Cemetery By-Law regarding Tower Urns for information;

AND FURTHER THAT Council provide direction to staff on whether to permit these types of Urns within our cemeteries

- i. **Report No. 59-2026** 182

Administration Planning Activity Report March 2026

[59-2026 - ADMIN - Planning Activity Report.docx](#) 

THAT Council receive the Planning Activity Report dated March 24, 2026, as prepared by the Planning Coordinator for information

- j. **Report No. 60-2026** 185

Bylaw Education and Enforcement Report March 2026

[60-2026 - ADMIN - BLE Activity Report.docx](#) 

THAT Council receive the March 2026, By-law Enforcement and Education Activity Report as prepared by the By-law Enforcement Officer for information

- k. **Report No. 61-2026** 187

Administration Council Vacancy Report

[61-2026 - ADMIN - Council vacancy report for 2026.docx](#) 

WHEREAS Councillor McGregor has resigned his seat on Council for (Oso District 3) effective March 10, 2026;

AND WHEREAS Council, in accordance with Section 262 of the Municipal Act, 2001, S.O. 2001, c.25, hereby declared one Councillor seat (District 3) to be vacant, effective March 10, 2026;

AND WHEREAS the Municipal Act, 2001, S.O. 2001 c.25, states that Council may fill a vacancy by appointing a person who has consented to accept the office if appointed, or requiring that a By-election be held to fill a vacancy in accordance with the Municipal Elections Act, S.O., 1996, c 32;

AND WHEREAS the CAO/Clerk is recommending that Council consider filling the vacancy

by appointing a person who has consented to accept the office if appointed as it may be the most cost efficient than having a By-election.

AND WHEREAS the CAO/Clerk has provided options to Council to fill the vacancy as detailed herein;

NOW THEREFORE BE IT RESOLVED that Council approve the recommendation of the CAO/Clerk to fill the vacancy by appointing a person instead of holding a By-election

13. Committee/Other Reports

14. Communication/Correspondence for Action

15. Bylaws/Agreements

16. Notice of Motion

a. **Councillor Phillip Smith**
On Call Part Time Firefighters

THAT Council direct staff to undertake a comprehensive review of the potential transition from a volunteer firefighter model to a part-time paid on-call firefighter model; and

THAT the review be conducted in consultation with the Fire Chief and include an assessment of all applicable legislative, regulatory, and municipal by-law requirements; and

THAT the Treasurer be directed to review and report on any financial, payroll, tax, and budgetary implications for both the municipality and the firefighters associated with such a transition; and

THAT staff engage with current firefighters to seek their input, perspectives, and concerns regarding a potential transition to a part-time paid on-call model; and

THAT the review and any resulting report highlight recruitment and retention considerations, as well as recognize the critical role firefighters play in protecting public safety and serving the community; and

THAT staff report back to Council with findings and recommendations at the 2nd council meeting in May 2026.

17. Giving Notice of Motion

a. **Councillor Nicki Gowdy**
ALTO High-Speed Rail

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[Notice of Motion Form March 24 2026](#) 

Councillor Nicki Gowdy hereby gives notice of a motion regarding Alto High Speed Rail, which will be brought forward for consideration at the Regular Meeting of Council on April 14, 2026.

In accordance with the Township's Procedural By-law No. 2023-53 the motion is being introduced for notice purposes only at this time. No discussion will occur at the March 24, 2026 meeting. The motion may be debated and considered at the April 14, 2026 meeting, subject to receiving a seconder on the motion.

18. New/Other Business

19. Closed Session

a. Resolve into Closed Session

THAT Council resolve into closed session pursuant to S.239(2) of the Municipal Act to discuss:

1. personal matters about an identifiable individual, including municipal or local board employees; s.239(2)(b)
2. personal matters about an identifiable individual, including municipal or local board employees; s.239(2)(b)
3. a position, plan, procedure, criteria or instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; s. 239(2)(f)

b. Rise from Closed Session

THAT Council rise from closed session pursuant to S.239(2) of the Municipal Act to:

1. personal matters about an identifiable individual, including municipal or local board employees; s.239(2)(b)
2. personal matters about an identifiable individual, including municipal or local board employees; s.239(2)(b)
3. a position, plan, procedure, criteria or instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; s. 239(2)(f)

AND FURTHER THAT staff carry out instructions as received in closed session.

20. Adjournment

a. Confirming By-law No. 2026-14

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[2026-14 Confirming By-Law March 24, 2026.docx](#) 

THAT By-Law 2025-14 being a by-law to confirm the proceedings of the regular council meeting held 24 Mar 2026, be read first, second, and third time, and finally passed this 24th day of March, 2026];

AND FURTHER THAT this meeting be adjourned until Tuesday, April 14, 2026, at 6:00 p.m. for a regular meeting of the Council, said meeting to be held in the Council Chambers at 14216 Road 38, Sharbot Lake, Ontario.



The Corporation of the Township of Central Frontenac Regular Meeting of Council Minutes

Tuesday, March 10, 2026, at 6:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

Roll Call:

Mayor Frances Smith, Deputy Mayor Cindy Kelsey (virtual); Councillors Dan Meeks, Bill Everett, Nicki Gowdy, Phillip Smith, Susan Irwin, Duncan McGregor and Lynn Klages

Staff:

CAO/Clerk Cathy MacMunn, Deputy Clerk Jody Legue, Community Services Coordinator Chris Nelson, Chief Building Official Andy Dillon, Public Works Manager Steve Gould and Public Works Technical Assistant Amanda Fellows

1. Call to Order

Mayor Smith called the meeting to order at 6:00 p.m.

2. Land Acknowledgement

We would like to begin by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation.

3. National Anthem

Please stand for the National Anthem

4. Approval of the Agenda

a. March 10, 2026

MOTION NO. 2026-85

Moved by: Susan Irwin

Seconded by: Dan Meeks

THAT the agenda for the regular meeting of Council to be held March 10, 2026, be approved as amended, to include a verbal report from CAO/Clerk Cathy MacMunn, under Item 18. New or Other Business.

Carried

5. Disclosure of Pecuniary Interest and General Nature Thereof

None Declared

6. Approval of the Minutes

a. **February 24, 2026**

MOTION NO. 2026-86

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT the minutes from the regular meeting of Council held on February 24, 2026, be approved as presented.

Carried

7. Mayor's Remarks

1. Thinking about running for Council in the 2026 Municipal Election?

The Townships of Central Frontenac, South Frontenac, and North Frontenac are hosting an information session for residents interested in learning more about becoming a municipal council member.

Date: April 20, 2026, Time: 7:00 PM – 9:00 PM, Location: Soldiers Memorial Hall (Oso Hall) 1107 Garrett St., Sharbot Lake This session will provide an overview of the roles and responsibilities of municipal council members and help potential candidates better understand what's involved in serving their community.

All residents who are considering running for municipal council are encouraged to attend.

2. Volunteer Appreciation event will be held April 18, 2026, at Circle Square Ranch, starting at 5:00 pm. Invitations are being distributed with RSVPs due to the Committee Chairs by March 27, 2026.

3. Announcement- Duncan McGregor Resignation, Duncan thanked Council and Staff for their contributions and service to our community.

4. Helicopter drop will be held April 4th, 2026.

5. Central Frontenac Economic Development Committee and North Frontenac Economic Development Task Force will have a combined booth at the Quinte sportsman show, March 13th-15th, 2026.

8. Delegations

a. **Ron Couchman, Resident Central Frontenac**

Presentation on Alto Rail

MOTION NO. 2026-87

Moved by: Bill Everett

Seconded by: Lynn Klages

THAT Council receive the presentation from Ron Couchman, resident of Central Frontenac, regarding Alto Rail for information.

Carried

9. Public Meeting

None

10. Consent Agenda

MOTION NO. 2026-88

Moved by: Cindy Kelsey

Seconded by: Susan Irwin

THAT Council accept items a) through e) for information as they are considered routine.

Carried

a. Correspondence Received for March 10, 2026

#

1. Letter dated February 4, 2026, from the Township of Brudenell, Lyndoch and Raglan regarding Support for the Steel and Lumber Sectors.
2. Resolution dated February 10, 2026, from the Township of Joly regarding Nation Building Improvements to Highways 11 and 17.
3. Resolution dated February 10, 2026, from the Township of Joly regarding Opposition to the Consolidation of Conservation Authorities.
4. Letter dated February 20, 2026, from the Township of Southgate regarding Support for Bill 21, Protect Our Food Act, 2025.
5. Letter dated February 20, 2026, from the OPP Detachment Board – James Bay East regarding Support for a Provincial Bail Notification Program.
6. Letter dated February 24, 2026, from the County of Perth regarding Removal of HST and GST from New Home Sales.
7. Letter dated February 4, 2026, from the Township of Brudenell, Lyndoch and Raglan regarding a Call for Reform and Publication of the Ontario Sex Offender Registry.
8. Letter dated February 4, 2026, from the Township of Brudenell, Lyndoch and Raglan regarding a Call to Action for Justice and Protection of Canada's Children.
9. Motion regarding Support for Modernizing the Heritage Organization Development Grant (HODG).
10. Resolution from the Municipality of Markstay-Warren regarding Improvements to Highways 11 and 17.
11. Letter dated February 2026 from the Township of Perry regarding School Bus Safety.
12. Letter dated February 18, 2026, from the Township of Perry regarding Reduced Rate Distribution of Library Resources.
13. Resolution regarding Support for the Ontario Veterinary College.

- 14. Resolution regarding the Ontario Community Infrastructure Fund (OCIF).
 - 15. Newsletter dated January 2026 from the Top Aggregate Producing Municipalities of Ontario (TAPMO).
 - 16. Letter dated February 26, 2026, from resident Jacqueline Kelly-Pemberton regarding Alto Rail.
 - 17. Letter dated March 4, 2026, from Addington Highlands regarding Alto Rail.
- b. Quinte Conservation Executive Board Meeting Minutes
December 18, 2025
 - c. Central Frontenac Washroom Committee Update
 - d. Mississippi Valley Conservation Authority Board Summary
 - e. Rideau Valley Conservation Authority
January 22, 2026

11. Deferred Items

12. Staff Reports/Departmental Updates

- a. **Report No. 042-2026**
Development Services Activity Report February 2026

MOTION NO. 2026-89

Moved by: Dan Meeks

Seconded by: Phillip Smith

THAT Council receive the Construction Details (Building Activity) report dated February 2026 for information.

Carried

- b. **Report No. 043-2026**
Development Services Capital Projects

MOTION NO. 2026-90

Moved by: Nicki Gowdy

Seconded by: Bill Everett

THAT Council receive the Capital Projects report as presented by the Chief Building Official for information.

Carried

- c. **Report No. 044-2026**
Public Works Activity Report February 2026

MOTION NO. 2026-91

Moved by: Lynn Klages

Seconded by: Cindy Kelsey

THAT Council receive the Public Works Activity report dated February 2026 as prepared by the Public Works Technical Assistant for information.

Carried

d. **Report No. 045-2026**

Public Works Purchase of Used Motor Grader

MOTION NO. 2026-92

Moved by: Susan Irwin

Seconded by: Dan Meeks

THAT Council receive the report regarding the proposed purchase of a 2021 Caterpillar 150 AWD motor grader in the amount of \$435,772 excluding HST;

AND THAT Council authorize The Public Works Manager to proceed with the purchase of the motor grader;

AND FURTHER THAT the CAO/Clerk and Mayor are authorized to sign all necessary contract documents.

Carried

e. **Report No. 046-2026**

Public Works Micro Surface Tender (PW-2026-09)

MOTION NO. 2026-93

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT Council receive Report PW-2026-09 regarding the Micro-Surface tender;

AND THAT Council accept the recommendation of the Public Works Manager and award the Micro-Surfacing tender to Greenwood Paving Ltd in the amount of \$286,581 excluding HST;

AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the contract documents.

Carried

f. **Report No. 047-2026**

Public Works Grounds Maintenance Tender- Kennebec (PW-2026-05)

MOTION NO. 2026-94

#

Moved by: Bill Everett
Seconded by: Lynn Klages

THAT Council receive Report PW-2026-05 regarding the Grounds Maintenance tender for the Kennebec District;

AND THAT Council accepts the recommendation of the Public Works Manager and award the Kennebec District Grounds Maintenance to Kennebec Tree and Lawn Service in the amount of \$11,400 excluding HST;

AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the contract documents.

Carried

g. **Report No. 048-2026**

Public Works Grounds Maintenance Tender- Olden (PW-2026-06)

MOTION NO. 2026-95

Moved by: Cindy Kelsey
Seconded by: Susan Irwin

THAT Council receive Report PW-2026-06 Grounds Maintenance tender for the Olden District;

AND THAT Council accept the recommendation of the Public Works Manager and award the Olden District Grounds Maintenance to Kennebec Tree and Lawn Service in the amount of \$10,000 excluding HST;

AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the contract documents.

Carried

h. **Report No. 049-2026**

Public Works Grounds Maintenance Tender- Oso (PW-2026-07)

MOTION NO. 2026-96

#

Moved by: Dan Meeks
Seconded by: Phillip Smith

THAT Council receive Report PW-2026-07 Grounds Maintenance tender for the Oso District;

AND THAT Council accepts the recommendation of the Public Works Manager to award the Oso District Grounds Maintenance to Hamilton’s Carpentry in the amount of \$28,000 excluding HST;

AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the contract documents.

Carried

i. **Report No. 050-2026**

Public Works Grounds Maintenance Tender-Hinchinbrooke(PW-2026-08)

MOTION NO. 2026-97

Moved by: Nicki Gowdy

Seconded by: Bill Everett

THAT Council receive Report PW-2026-08 regarding the Grounds Maintenance tender for the Hinchinbrooke District;

AND THAT Council accepts the recommendation of the Public Works Manager and award the Hinchinbrooke District Grounds Maintenance to Hamilton’s Carpentry in the amount of \$10,225 excluding HST;

AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the contract documents.

Carried

13. Committee/Other Reports

a. **Draft 2025 Septic Re-Inspection Program Report
Mississippi Rideau Septic System Office (MRSSO)**

MOTION NO. 2026-98

Moved by: Lynn Klages

Seconded by: Cindy Kelsey

THAT Council receive the Draft 2025 Septic Re-Inspection Program Report from Eric Kohlsmith, Mississippi Rideau Septic System Office, for information;

AND FURTHER THAT the report be submitted to the Septic Re-Inspection Committee for further review.

14. Communication/Correspondence for Action

15. Bylaws/Agreements

16. Notice of Motion

17. Giving Notice of Motion

a. **Councillor Phillip Smith**

Councillor Phillip Smith hereby gives notice of a motion regarding On-Call Part-Time Firefighters, which will be brought forward for consideration at the Regular Meeting of Council on March 24, 2026.

In accordance with the Township's Procedural By-law No. 2023-53 the motion is being introduced for notice purposes only at this time. No discussion will occur at the March 10, 2026 meeting. The motion may be debated and considered at the March 24, 2026 meeting, subject to receiving a seconder on the motion.

18. New/Other Business

a. Council Vacancy

MOTION NO. 2026-99

Moved by: Cindy Kelsey

Seconded by: Dan Meeks

WHEREAS Councillor McGregor has resigned his seat on council for (Oso District 3) effective March 10, 2026;

AND WHEREAS Section 259 (1) of The Municipal Act, 2001, S.O. 2001, c.25 addresses Council Vacancies;

AND WHEREAS Section 262 (1) of The Municipal Act, 2001, S.O.2001, c.25 states that if the office of a member of council becomes vacant under section 259, the council shall declare the office to be vacant;

AND WHEREAS the Municipal Act, 2001, S.O. 2001 c.25, states that Council may fill a vacancy by appointing a person who has consented to accept the office if appointed, or requiring that a By-election be held to fill a vacancy in accordance with the Municipal Elections Act, S.O., 1996, c 32;

AND WHEREAS the CAO/Clerk is recommending that Council consider filling the vacancy by appointing a person who has consented to accept the office if appointed as it may be the most cost efficient than having a By-election;

NOW THEREFORE BE IT RESOLVED That Council, hereby declares one Councillor seat for (Oso District 3) for the Township of Central Frontenac to be vacant effective immediately, and approve the recommendation of the CAO/Clerk to fill the vacancy by appointing a person instead of holding a By-election.

Carried

19. Closed Session

a. **Resolve into Closed Session**

MOTION NO. 2026-100

Moved by: Susan Irwin

Seconded by: Dan Meeks

THAT Council resolve into closed session pursuant to S. 239 (2) of the Municipal Act, 2001 to:

1. Receive closed session minutes
2. for the purpose of receiving advice that is subject to solicitor-client privilege, including communications necessary for that purpose. pursuant to Section 239(2)(f) of the Act

Carried

b. **Rise from Closed Session**

MOTION NO. 2026-101

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT Council rise from closed session pursuant to S. 239 (2) of the Municipal Act, 2001 to:

1. Receive closed session minutes
2. for the purpose of receiving advice that is subject to solicitor-client privilege, including communications necessary for that purpose. pursuant to Section 239(2)(f) of the Act

AND FURTHER THAT staff carry out instructions received in closed session.

Carried

Rise from closed session at 7:12 pm

20. Adjournment

a. **Confirming Bylaw for March 10, 2026**

MOTION NO. 2026-102

Moved by: Bill Everett

Seconded by: Lynn Klages

THAT By-Law 2026-13 being a by-law to confirm the proceedings of the regular council meeting held March 10, 2026, be read first, second, and third time, and finally passed this 10th day of March , 2026

AND FURTHER THAT this meeting be adjourned until Tuesday, March 24, at 6:00 p.m. for a regular meeting of the Council, said meeting to be held in the Council Chambers at 14216 Road 38, Sharbot Lake, Ontario

Carried

Frances Smith, Mayor

Cathy MacMunn, CAO/Clerk

Cathy MacMunn
CAO/Clerk, Township of Central Frontenac
Box 89, 14216 Road 38
Sharbot Lake, Ontario

January 13, 2026

Letter of Intent – Municipal Support for Quinte Conservation Application of the Green Municipal Fund (GMF): Growing Canada’s Community Canopies (GCCC)

Dear Ms. MacMunn,

Quinte Conservation, alongside motivated watershed residents in the Quinte Urban Forest Network, are proposing to be the lead applicant for the Green Municipal Fund (GMF): Growing Canada’s Community Canopies (GCCC) in your area. As the lead applicant, Quinte Conservation is providing our 18 member municipalities with the option to leverage funding and staff support for tree planting projects.

To proceed with the grant application, a letter of support is required from municipal councils. Quinte Conservation is proposing to obtain municipal council support and/or speak to interested councils at their February meetings. Quinte Conservation staff have committed to the majority of the administrative and logistical aspects of the application and final reporting; however, municipal staff support is required to identify details including budget, locations, and existing/proposed programs.

Funding opportunities are intended for long term/permanent forestry retention and can include street tree planting, urban planting, park tree planting, riparian planting, forest restoration, and reforestation on private or public lands. A maintenance plan and a survival assessment report are required following each project. Due to this, your annual spring Community Trees bare-root tree sale order with Quinte Conservation is unlikely to be eligible for the fund. Please note that projects transitioning healthy natural wetlands and grassland ecosystems into forests are not eligible.

Once partnerships have been formed and tree planting opportunities have been identified, a clear and concise project plan will be completed. If interested, municipalities will need to respond with project participation and a general project outline by the end of March 2026. Quinte Conservation will formally apply for the fund with a professionally reviewed planting plan and with the intention of tree planting in late fall 2026 or spring 2027. If successful, a period of two years is granted to implement the project; this includes required maintenance and monitoring. As lead, Quinte Conservation will focus on planting a diverse range of native tree and shrub species. See Appendix 1: Growing Canada’s Community Canopies Application Guide.

This fund requires a 50% match cost share with a minimum project cost of \$50,000 and a maximum of \$10 million (for eligible costs), and a maximum of \$1 million for infrastructure costs. Half of the total project budget will be covered by the GMF fund, and the other half could come from municipal budget, other grants (not funded by the 2 Billion Trees Program/Tree Canada), fundraising, private interest groups, etc. See Appendix 2: GMF Eligible and Ineligible Costs GCCC Tree Planting Funding for eligible

costs. This fund may be used to increase (not replace) municipal tree planting budgets and cannot be part of any legal tree planting requirements.

Further tree planting support can be provided through connecting with local interest groups, lake associations, and stewardship councils who regularly engage in tree planting activities. Even if municipal staff do not engage with this fund, providing a letter of support for Quinte Conservation to apply on behalf of your municipality opens the funding to the private groups that reside in your municipality.

Quinte Conservation has identified the following expectations in working with municipal partners and private interest groups on this project:

- A letter of support from council.
- A 50% financial contribution to a proposed planting project.
- A tree planting budget with the source of funding identified.
- Identification of sites where an increase in tree canopy would be beneficial, either on private or public lands.
- Any available data or current tree/canopy studies to support or identify the need for trees.

Native trees and shrubs play an important role in supporting wildlife populations by providing food and shelter. Community-based, tree planting initiatives are important for the preservation and protection of the local ecology as these species will be selected based on their suitability for local climate and weather conditions. Implementing a watershed wide tree planting initiative through different levels of partnership creates capacity for the community to work together, while supporting climate resilience close to home. By acting as the lead applicant, Quinte Conservation will maximize regional impact, foster community partnerships, and advance the organization's strategic mission for a sustainable, resilient ecosystem where people and nature can thrive.

With the GMF GCCC application launch quickly approaching, please respond with your interest in bringing this proposal to municipal council for support as soon as possible. Please do not hesitate to contact me at lnash@quinteconservation.ca or 613-968-3434 ext. 124 if you have any questions or comments regarding this proposal.

Sincerely,



Lindsay Nash
Outreach & Stewardship Coordinator
Quinte Conservation



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Growing Canada's Community Canopies Application Guide

Tree Planting

Updated: March 2024

A program of

FCM

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WELCOME AND INTRODUCTION

The Green Municipal Fund's (GMF) Growing Canada's Community Canopies (GCCC) is a \$291M initiative that supports planting trees across the country, contributing to climate action. GCCC aims to plant at least 1.2 million new trees by March 31, 2031. The initiative is a part of GMF's broader approach to nature-based climate solutions, which will achieve significant carbon sequestration and increase forest and community resilience to climate change.

GCCC offers funding to support the accessible, ambitious, resilient and equitable expansion of tree canopies in communities. GCCC will support projects that contribute to incremental tree planting in and around population centres, such as community-wide urban planting, forest restoration in naturalized areas, and more localized planting projects. GCCC seeks to fund projects that maximize the social, environmental, and economic benefits of tree planting and increase biodiversity and ecosystem health.

For more information on GCCC, please visit our [initiative webpage](#). GCCC is funded by the Government of Canada and delivered by the Federation of Canadian Municipalities. FCM has partnered with Tree Canada to enable capacity development.

HOW TO USE THIS GUIDE

This guide outlines everything you need to know about applying for funding under GCCC – Tree Planting. It contains application instructions, information about how your project will be evaluated and tips for completing a great application.

Follow the directions in this guide as you complete your pre-application and full application forms. Answer each question with enough detail so that someone who has never heard of your project would fully understand your application.

The appendices at the end of the guide contain more useful information:

- [Appendix A: Glossary of key terms](#)
- [Appendix B: Funding details](#)
- [Appendix C: Required supporting documents](#)
- [Appendix D: Evaluation of application](#)
- [Appendix E: Reporting requirements](#)
- [Appendix F: Municipal council resolution template](#)

IMPORTANT: Please visit our [funding webpage](#) prior to reading this application guide. It has essential information about funding amounts, project eligibility (including a quick “readiness check” you can complete to see if your project looks

like a good fit) and required project outcomes. This application guide will navigate you towards submitting a complete application.

GMF respects the principles of OCAP®. Any product, data or information that may include Indigenous knowledge may be submitted at the discretion of the applicant.¹

If you would like support to complete this application, please contact us at gmfinfo@fcm.ca, call 1-877-417-0550 or [book a meeting with a GMF representative](#).

¹ The principles of ownership, control, access and possession—more commonly known as OCAP®—assert that Indigenous communities have control over data-collection processes, and that they own and control how this information can be used.

APPLICATION PROCESS

To apply for GCCC – Tree Planting funding, you must submit:

- A pre-application form
- A full application form
- A project workbook
- All [required supporting documents](#)²

Here is a high-level overview of the sequence of phases in the application process:

Phase 1: Readiness check

Before applying, please answer the questions in the “readiness check” on our [funding webpage](#) to find out if your tree planting project could be eligible for funding and to learn about next steps.

Phase 2: Contact a GMF representative

After you have completed the readiness check and determined if you could be eligible, please contact a GMF representative to discuss your project and obtain the necessary pre-application form through [FCM’s funding portal](#).

Contact a GMF representative to schedule an appointment:

1-877-417-0550

gmfinfo@fcm.ca

[Book a meeting with a GMF representative](#)

Phase 3: Pre-application submission³

You must submit a pre-application form through [FCM’s funding portal](#). To do this, create a client profile in the portal and follow the steps listed there to submit your pre-application form. Supporting documents are not required at this stage—they will need to be submitted as attachments with your full application form only.

If you are having trouble completing this phase, contact a GMF representative at gmfinfo@fcm.ca, call 1-877-417-0550 or [book a meeting with a GMF representative](#).

² Required documents are to be submitted as attachments to your full application form only.

³ A reminder: If you are a municipality or municipal corporation from Quebec, all pre-applications must be submitted and approved by Ministère des Affaires municipales et de l’Habitation (MAMH). Please review the steps on how to apply on [our webpage](#).

Phase 4: Eligibility determination

A GMF representative will review your pre-application form. They will confirm whether your organization and initiative are eligible to proceed to the next stage of the application process. You should receive a response within five business days of the date we receive your pre-application form.

Phase 5: Full application submission

If your organization and initiative are confirmed to be eligible to proceed to the next stage, your GMF representative will inform you that the full application form is available through [FCM's funding portal](#). They will also provide you with a project workbook template to complete and submit with the full application form.

It is important to note that even if a project is deemed eligible to move forward with a full application, it does not guarantee that the project will be approved for funding.

As you complete the application form, contact your GMF representative if you have any questions. Once you've filled out the application form and project workbook and attached the required supporting documents, submit them to GMF through [FCM's funding portal](#).

Phase 6: GMF project officer review

Once the full application form is submitted, a GMF project officer will be assigned to your file and will review your application for accuracy and completeness. They will work with you to resolve any remaining questions and be your point of contact throughout the remainder of the application and funding-decision process.

Phase 7: Peer review and internal review

External peer reviewers evaluate GCCC – Tree Planting funding applications. There will also be an internal analysis to provide a funding recommendation to FCM's Board of Directors.

Phase 8: Funding decision

FCM's Board of Directors approves projects funded under GCCC – Tree Planting. Please refer to our [funding webpage](#) for information on when you can expect a funding decision.

STEP 1: VERIFY READINESS

Before you request a pre-application form, please complete the “readiness check” on our [funding webpage](#). This will give you a good indication of whether your project is suitable to apply for GCCC – Tree Planting funding.

If you’re not sure whether your project aligns with the funding, or if you have questions about how to apply, please contact a GMF representative at gmfinfo@fcm.ca or 1-877-417-0550.

STEP 2: SUBMIT A PRE-APPLICATION

All applicants must complete a pre-application form and submit it to GMF **by uploading the form in the “supporting documents”** section of [FCM’s funding portal](#).

The instructions in this step will guide you in answering the questions on the pre-application form.

The information you provide in your pre-application will help GMF assess whether your initiative aligns with the funding requirements and is eligible to proceed to the next phase (full application).

The project description should provide GMF staff with a reasonable understanding of what you plan on accomplishing with funding. A series of screening questions will help us determine whether your project should advance to full application, whether you would likely benefit from coaching during the application process, or whether your project is ineligible for GCCC – Tree Planting funding.

Applicant information

In this part, we’re asking you to tell us who you are, where you are from and who your main partners are, if any.

IMPORTANT: Please complete this section of the form directly in [FCM’s funding portal](#) to ensure we have accurate applicant information. If you have challenges completing this part in the portal, please contact us at gmfinfo@fcm.ca, call 1-877-417-0550 or [book a meeting with a GMF representative](#).

Participating organizations

In this section, please provide the name and role of each participating organization. Use the guidance in the following table to help you complete this section.

IMPORTANT: If your organization is *not* a municipal government, your initiative must be delivered in partnership with one. You will be required to provide the name of the main project contact for your lead municipality on the project team. You will also be required to submit a municipal council resolution stating municipal partnership. Please see [Appendix C: Required supporting documents](#) for requirements of non-municipal applicants and see [Appendix F: Municipal council resolution template](#) for an example of a council resolution.

Application question	Required supporting information
Organization name [type to select from list in the portal]	You must use the full legal name of the organization.
Organization role [select one]	You will select from the following options in a drop-down menu: ⁴ Lead Applicant: a entity (e.g., not-for-profit, municipal services corporation, etc.) in partnership with the lead municipality) Lead Municipality: the primary municipal partner to a non-municipal lead applicant; usually the municipality where the initiative is taking place or that will benefit from the initiative Lead Applicant and Municipality: if the lead applicant is a municipality, this is the appropriate selection Partner: if the organization is not the lead applicant or the lead municipality, this is the appropriate selection (e.g., projects with multiple municipal partners, any non-municipal funders, consultants, etc.)

Project contacts

In this section, please provide details for the lead project contact(s). Be sure to include their primary role(s) in the project and their affiliated organization(s). Use the guidance in the table below to help you complete this section.

⁴ The lead on the application (whether it be a “lead applicant” or a “lead applicant and municipality”) is responsible for signing the agreement with FCM, overseeing the initiative (even if a third party completes the work), incurring the costs of the initiative and submitting the required reporting to FCM.

(You may include additional contacts here, but it is not required at this stage. You will have to provide contact details for all project contact(s) at the full application stage.)

IMPORTANT: Contacts listed in this section will have access to view the application, but the form can only be submitted by the **application contact**. We strongly recommend that you designate only one application contact who will be responsible for completing the full application process and receiving all related FCM correspondence.

Application question	Required supporting information
Organization name [select from list in the portal]	You will only be permitted to select the names of the organizations you listed as participating organizations in the previous question.
Contact name [open text]	Please enter first and last name.
Contact role [select one]	You will select from several options in a drop-down menu. One of the contacts you provide must be the Application Contact . This is the primary contact for the application and the person who will be permitted to submit the application. If you wish to provide additional contacts, we recommend you select them from the following list: Secondary Contact: the secondary point of contact supporting the submission of the application Municipal Contact: contacts representing the municipality if not already identified as an application contact or secondary contact Consultant: the primary contact representing the consulting team, if applicable Read-Only: a contact that is permitted to view the application; they will not be permitted to make any changes to the application directly

Project information

In this part, we are asking you to:

- Provide an overview and description of the project
- Confirm that your planting plan includes detailed specifications
- Confirm that you have a maintenance plan

Project overview

In this section, please indicate your project’s working title. This title will be used to publicly identify the project. Use the guidance in the following table to help you complete this section.

Application question	Required supporting information
Project working title [open text]	The title should include, at a minimum: <ul style="list-style-type: none"> the name of the municipality or, in the case of multiple municipalities, the region a description of what the project is with at least one keyword based on the project

We are asking you to answer the next question because you cannot apply for the Government of Canada’s 2 Billion Trees Program (or for a provincial or territorial program funded through the 2 Billion Trees program) and GCCC – Tree Planting funding for the same project.

Question: Has the municipality where trees are being planted previously received funding through the Government of Canada’s 2 Billion Trees program or from a provincial or territorial program funded through the 2 Billion Trees program? [select one]

- Yes
- No
 - If yes, was it for this project? [select one]
 - Yes
 - No

In the next question, we’re asking you to tell us whether the municipality where trees are being planted has previously received funding through GCCC for tree planting—either directly as the lead applicant or indirectly through a partner that planted trees within the municipal boundary.

If the answer is yes, please indicate the total value of previously accessed funding for the municipality, including funds received directly by the municipality and funds received by a partner for planting activities occurring within the municipal boundary.

Question: Has the municipality where trees are being planted previously accessed funding through GCCC for tree planting? [select one]

- Yes
- No
 - If yes, please indicate the total value of previously accessed funding under this initiative. [open text]

Note: You can submit more than one application for GCCC – Tree Planting funding. GMF will contribute up to a maximum of \$10 million in cumulative funding, including a maximum lifetime contribution of \$1 million in infrastructure activity costs within the boundaries of a municipality over the lifetime of a program, regardless of whether the municipality is the lead applicant or a partner. Please refer to [Appendix B: Funding details](#) for an overview of eligible infrastructure costs.

Project description

In this section, we're asking you to provide a short description of the project, including tree planting objectives, covering the information requested in the table below. The information you provide in this section will help us to better understand your initiative and the project site.

Details to include in your project description

- A brief description of the project site(s), including the type of growing environment planned; carried out and/or planned site-preparation activities; the tree species to be used and their appropriateness for the local area; and how the species chosen will support forest diversity and resilience
- A brief description of the scope of your project, including the tree planting objectives and key activities that it will include (i.e., what do you want the project to achieve?)

Planting plan

Submitting a detailed planting plan (or equivalent) prepared or reviewed by a professional with urban tree or forest health training, will be a requirement at the full application stage. Please indicate in your answer the question below if you have this document.

Question: Do you have a planting plan (or equivalent) prepared or reviewed by a professional with urban tree or forest health training (arborist, forester, biologist, ecologist, landscape architect or horticulturalist)? [select one]

- Yes
- No

At the full application stage, peer reviewers will assess your planting plan to determine if you are planting the right trees in the right places to maximize long-term survival.

The following elements should be considered in your planting plan:

Site selection:

- Location of the planting sites
- Ownership of the planting sites

Site analysis:

- Soil conditions: Depth, volume, texture, nutrient capacities, compaction, moisture and drainage
- Growing conditions: Sunlight exposure, water availability
- Height/space restrictions: Rooting and growing space for planted trees, including overhead and belowground wires, utilities, and other infrastructure or physical limitations
- Other factors to consider: Salt spray, wind exposure, water accumulation in all seasons, snow removal, etc.

Stock selection:

- Identifying procurement options for tree stock
- Identifying the size of stock to be planted
- Explaining any considerations in selecting the quality of stock

Species selection:

- Species to be planted
- Species suitability: Explaining how the species selected match(es) site conditions (soil type, sunlight, space availability)
- Species composition: Indicating total number of species, native vs. non-native, etc.
- Alignment with project objectives: Explaining how species selection aligns with project objectives
- Regulations: Explaining how species selection complies with local regulations
- Additional rationale: Explaining if any official guidance or overarching plans (e.g., provincial guidance on tree planting) have informed decisions on species selection; elaborating on anything else that has informed species selection

Planting design:

- Tree spacing and layout for forest restoration/afforestation
- Detailed designs for urban plantings
- Timing of planting operations

Planting techniques:

- Hole size, depth of planting
- Root ball preparation
- Backfilling procedures
- Mulching
- Tree protection measures

Soil-preparation techniques:

- Details on any soil-preparation activities, such as improving soil structure and soil amendments

Please indicate in your answer to the question below what elements your planting plan includes. If your planting plan lacks any of these elements, you may benefit from our dedicated coaching. For more information on coaching, please visit our [Tree Canada coaching webpage](#).

Question: Please check the box if the planting plan includes detailed specifications regarding the planning of: [select all that apply]

- Site selection
- Site analysis
- Stock selection
- Species selection
- Planting design
- Planting techniques
- Soil-preparation techniques

Maintenance plan

At the full application stage, you will be asked to describe how you plan to care for and maintain the trees that will be planted in the first years of planting as well as over the long term. Please indicate your response to the question below.

Question: Do you have a plan to maintain trees in the long term, which includes schedules and tasks for tree maintenance such as watering, mulching, weeding, [pruning practices](#), fertilization, tree support removal, monitoring and evaluation protocols, and pest and disease management? [select one]

- Yes
- No

Project eligibility

In this part, we will ask you to provide some key details about your project. Your answers to the questions below will enable us to confirm your project's eligibility.

Budget

In this section, please indicate your project's estimated start and end date, the amount of your funding request and the anticipated total project cost.

IMPORTANT: To be eligible for this funding, your project must have a minimum value of \$50,000. Planting activities, including site preparation, must be completed within two years of receiving funding approval, with one additional year allocated for monitoring and maintenance activities.

Budget	Required supporting information
Project start and end dates (yyyy-mm-dd) [date fields]	Indicate the estimated start and end dates for your proposed initiative.
Funding request (\$) [currency field]	Indicate the amount of funding you are requesting for your proposed initiative.
Anticipated total project cost (\$) [currency field]	Provide the anticipated total cost of your proposed initiative.

Incremental planting

In this section, we want to know if your project’s tree planting will be incremental, meaning above and beyond current municipal tree planting efforts. Proposed tree planting activities must be new activities, and your project will be determined ineligible if funding would replace/displace previously committed budgets or sources of funding for tree planting. Please indicate whether this is the case in your response to the question below.

Question: Will this project result in incremental tree planting (over and above normal planting activities)? [select one]

- Yes
- No

Legally required activities

In this section, we’d like to know if your project is a voluntary contribution to tree planting—not a mere fulfilment of legal obligations. Projects where the planting, management and monitoring of trees is legally required following commercial activity (e.g., logging, construction, or any other business operations that might involve the removal or damage of trees) or as a condition for impact assessment approval are not eligible. Please indicate your response to the question below.

Question: Are the planting activities in this project legally required (e.g., following commercial activity or as a condition for impact assessment approval)? [select one]

- Yes
- No

Project site(s)

In this section, we want to find out if your selected project site is suitable for permanent planting. Answering “yes” to the question below affirms your intention for the trees to remain there permanently.

Question: Will the tree planting be a long-term initiative where the site allows for permanent planting of trees? [select one]

- Yes
- No

In the next question, we want to confirm that your project will contribute to planting that is ecologically suitable or otherwise appropriate for its location, given the site conditions. This includes not planting on sites that naturally would be non-forest ecosystems, such as natural grasslands or wetlands. Please indicate your response to the question below. (If you answer “yes” in the question below, your project will be considered ineligible.)

Question: Will your project transition intact non-forested ecosystems (such as native grasslands and wetlands) to forests? [select one]

- Yes
- No

Species selection

Projects that plant invasive species, defined by provincial/territorial governments or other authorities, are not eligible for funding. The planting of invasive species may contravene provincial, territorial and/or federal laws related to forested lands and species at risk. Please indicate in your response to the question below whether any species in your project proposal are considered invasive species.

Question: Does the species selection include any species considered invasive by regional, provincial or federal authorities? [select one]

- Yes
- No

Declaration and signature

In the declaration and signature section, simply type the information of the person with signing authority from the lead applicant organization.

Note: Only the lead applicant with the “application contact” role can submit the pre-application form. They must ensure they have permission to submit the application on behalf of their organization. Consultants working with a lead applicant to prepare this application cannot sign this declaration or submit this form.

STEP 3: SUBMIT A FULL APPLICATION

If your project is deemed eligible (based on the information you provided in the pre-application form), your GMF representative will inform you that the full application form is available through [FCM’s funding portal](#). They will also provide you with an Excel project workbook template to complete and submit.

As you complete the application form and workbook, please contact your GMF representative if you have any questions. Once you’ve verified the information in your application form, project workbook and required supporting documents, please submit them to GMF through [FCM’s funding portal](#).

Note: Answers you provided during the pre-application stage will not be pre-populated in the full application form. You will need to provide these responses again.

Applicant information

Instructions on how to answer these questions were provided in the pre-application guidance ([Applicant information](#) section).

Note: Please submit contact details for any additional project contact(s) at this stage.

Supporting document(s)

IMPORTANT: At this stage, you may be required to attach the supporting documentation specified through [FCM’s funding portal](#).

Possible required attachments for the “Applicant information” section:

All projects led by municipal partners must include a council resolution demonstrating the municipality’s support for tree planting within its jurisdictional

boundaries. See [Appendix E](#) for a template municipal council resolution and see [Appendix C: Required supporting documents](#) for requirements for non-municipal applicants.

Project information

In this part, we're asking you for some more information so we can better understand the details of your project.

Note: When possible, please refer to specific page numbers or sections in your supporting documents when you answer application questions. This will ensure staff and peer reviewers evaluate your application accurately.

Project overview

Instructions on how to answer this were provided in the pre-application guidance ([Project information](#) section).

Project description

Instructions on how to answer this were provided in the pre-application guidance ([Project information](#) section).

Project site(s)

Instructions on how to answer this were provided in the pre-application guidance ([Project eligibility](#) section).

Incremental planting

Instructions on how to answer this were provided in the pre-application guidance ([Project eligibility](#) section).

Legally required activities

Instructions on how to answer this were provided in the pre-application guidance ([Project eligibility](#) section).

Permits

If your project requires them, all permits, approvals and authorizations must be obtained before tree planting commences to ensure your project complies with local and national regulations. Please respond to the question below to indicate if any required permits and regulatory approvals have been secured. If permits or approvals are required that have not yet been secured, please provide an update on the status of these permits or approvals. If permits are or approvals are not required, please select “not applicable”.

Question: Appropriate permits, approvals and authorizations are required for funding to be administered. Have all required permits and regulatory approvals for this project been secured? [select one]

- Yes
- No
- N/A

○ If no, please tell us the status of any required permits. [open text]

Planting on non-municipal land

When planting projects occur on non-municipal land, consent must be obtained from the landowner. You will need to attach letters of support from landowners for any plantings on non-municipal land. The landowner should also demonstrate that the planting site will be permanent and commit to maintaining the trees over the long term. See the [Supporting document\(s\)](#) section.

NOTE: For distributed planting on private land such as residences, the lead applicant is accountable for the planting and first year’s maintenance of funded trees. Lead applicants may delegate this responsibility to a third party, provided they provide proof of this delegation. For projects with distributed residential planting where the exact sites are unknown at the time of application, a contract template that would be signed by each property owner demonstrating their long-term commitment to maintaining the trees could be provided instead of letters of support.

Please indicate whether this consent, demonstrated through letters of support, is in place, if applicable, in your response to the question below.

Question: If tree planting is to occur on non-municipal lands, has support been obtained? [select one]

- Yes
- No
- N/A

Supporting document(s)

Important: At this stage, you may be required to attach the supporting documentation specified through [FCM's funding portal](#).

Required attachments for the “Project information” section:

You will need to provide letters of support from landowners or landowner contract templates for residential plantings, if applicable.

Project approach

In this part, we want to better understand your project's approach and methodology. We'd like more information on your project team, project preparation, engagement strategy, connection to long-term forest management and planning objectives, planting plan, tree selection strategy, risk management, and your maintenance and monitoring approach.

Project team

In this section, please answer the following questions describing your project team. In the table, please identify members of your project team (including your project partners, if applicable) and their roles in the project.

The table should include at least one member of the lead applicant's project management team, as well as anyone responsible for training and capacity-building to ensure the successful completion of your initiative. If your project is sponsored or championed by a municipal elected official, include them as well.

If you have not yet hired a key team member, please identify them in the table anyway (e.g., “consultant TBD”) and detail their *anticipated* roles and responsibilities along with their *required* level of experience and expertise (e.g., as defined in your request for proposal).

Applications will be assessed based on the project team and its ability to lead the project to completion and deliver the expected benefits.

Question: Please describe in the table below the roles and responsibilities of the project team and partners.

[fillable table]

Name	Title	Organization	Scope of responsibilities	Years of experience
[open text]	[open text]	[open text]	[open text]	[numerical]

Project preparation

Your application will be evaluated on the extent and quality of preparatory work prior to planting, including conducted or planned site-preparation activities, the participation of qualified professionals, and the status of inputs for the project (i.e., tree stock availability; connection with nurseries, land and labour) to assess your ability to successfully deliver the project. Not having project inputs secured at the time of application will not jeopardize the chance of receiving funding if there is a reasonable plan to secure those inputs without significantly compromising project timelines.

In your response to the question below, please describe any preparatory work that has been or will be carried out, including site-preparation activities such as soil preparation including decontamination or replacement if needed site clearing, fertilization, residue management and any other preparation activities that are required. If site preparation involves the removal or installation of infrastructure, please describe if the work requires/required the participation of qualified professionals, such as engineers.

IMPORTANT: You may also attach an additional document providing the details of the site-preparation plan in the Supporting document(s) section, or you could include it as part of your planting plan and reference the page numbers.

Question: Please describe any preparatory work that has been or will be carried out, including site-preparation activities.

[open text]

Engagement strategy

In this section, we'd like to know about your project's plan for engagement.

When you fill out the table below, please describe the extent to which you have identified and engaged and/or plan to engage relevant rights holders and stakeholders for successful project planning, design, execution and operations. For example, these might include operations staff, staff from other relevant departments, council, regulators, agencies, Indigenous groups from the traditional territories the municipality is situated upon, citizens' groups, and not-for-profit organizations.

IMPORTANT: If an engagement strategy has already been created for the project, please include it as an attachment in the Supporting document(s) section.

Where appropriate, GMF strongly emphasizes actively building broad public support with the community, as well as inclusive, accessible, and authentic engagement and representation of equity-deserving groups.

For each group identified, select the level of engagement among these five categories from [IAP2's Spectrum of Public Participation](#):

- **Inform:** The group will be/has been provided with balanced and objective information to assist them in understanding the problem, alternatives and/or solutions.
- **Consult:** The group will provide/has provided feedback on analysis, alternatives and/or decisions.
- **Involve:** You will work/have worked directly with the group throughout the process to ensure that their concerns and aspirations are consistently understood and considered.
- **Collaborate:** You will partner/have partnered with the group in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.
- **Empower:** This group will have/has had final decision-making power.

Question: Please describe in the table below the engagement plan for your project.

[fillable table]

Stakeholder or rights holder, including equity-deserving groups	Level of engagement	Description
Group A	[select one]* <ul style="list-style-type: none"> • Inform • Consult • Involve • Collaborate • Empower 	[open text]
Group B	[select one]* <ul style="list-style-type: none"> • Inform • Consult • Involve • Collaborate • Empower <p>* In cases where one activity serves several purposes, select the <i>highest</i> degree of engagement the activity serves (e.g., “consult” rather than “inform”).</p>	[open text]

In this next question, we're asking you to describe any inclusive engagement practices that were/will be implemented for your project, or how you plan on developing these practices with stakeholders/rights holders.

Inclusive community engagement entails identifying and engaging with equity-deserving groups or vulnerable populations that have an interest in the project, reducing barriers to participation, empowering diverse groups with decision-making, and building relationships and connections through meaningful engagement.

Examples of inclusive community engagement practices include, but are not limited to, the following:

- Identifying and addressing potential barriers to participation by equity-deserving groups (personal resources, motivation and attitude, cultural factors, etc.)
- Making changes to the project based on feedback received from community engagement activities
- Using multiple methods of communication to help reach diverse groups in the community
- Reviewing communication materials for improved accessibility (e.g., written clearly in a style like plain language; translated into the languages spoken in the community; formatted with high-contrast colours, accessible fonts, alt text for visuals, etc.)

Please describe your project's inclusive engagement practices in your response to the question below.

Question: Please describe any inclusive engagement practices that were or will be implemented for your project.

[open text]

Connection to long-term forest management and planning objectives

In this section, we want to better understand how your project's planting activities are linked to or supported by the municipality's long-term forest management and planning objectives.

Your application will be evaluated on the presence of a municipal framework to support tree management and its connection to the project. A framework may include existing municipal or regional policies, plans, programs or guidelines (e.g., urban forest management plan, urban forest strategy, best management practices, tree protection bylaws, urban master plans, or other laws or policies that impact the

protection or set goals for tree cover).

When you fill out the table below, please include a brief description or a web link for policies, bylaws, plans, best-management practices or other dimensions of your municipality's approach to supporting long-term tree management. Please also show how the project's planting activities are linked to these objectives.

Question: Please describe in the table how this initiative is connected to long-term management and planning objectives.

[fillable table]

Long-term forest management or planning objective	Description of how planting activities are linked
[open text]	[open text]

Tree planting

GCCC aims to plant at least 1.2 million new trees by March 31, 2031. Applications that maximize tree planting through multiple planting types or that demonstrate ambition relative to a municipality's size will be more likely to receive funding (please see [Appendix D: Evaluation of applications](#)).

In your answer to the question below, please indicate the proposed number of trees to be planted for your project.

Question: Please indicate the proposed number of trees to be planted. [numerical]

Planting plan

Instructions on how to answer these questions were provided in the pre-application guidance ([Project information](#) section).

You are required to provide a planting plan (or equivalent). It should be prepared or reviewed by a professional with urban tree or forest health training (arborist, forester, biologist, ecologist, landscape architect, horticulturalist). A detailed list outlining what should be considered in your planting plan was provided in the pre-application guidance ([Project information](#) section). Please upload your planting plan in the Supporting document(s) section.

Species selection

Canada's rapidly changing climate is adversely affecting forest health across the country. In your response to the question below, please indicate the ways that your project's tree selection will contribute to forest resilience to climate change. Please refer to [Appendix A: Glossary of key terms](#) for definitions.

Question: Please select if/how the tree selection will contribute to forest resilience to climate change:

- Planting a variety of tree species to promote [biodiversity](#)
- Planting [resilient tree species that can withstand warming climates](#)
- Planting [fire-resistant species](#) in fire-prone areas
- Avoiding planting species threatened by current [endemic pests and diseases](#)
- Planting [higher quality stock and tree species](#)
- Other

In the text box below, please explain how your species selection addresses each applicable area that you selected in the question above. Be sure to provide specific examples in your response. For example, you could describe the mix of tree species you are planting to promote biodiversity, and if they are native species or not. You could also describe how selected species are appropriate for current and future climate scenarios. Higher application evaluation scores will be given to projects that have considered how species selection will contribute to forest resilience to climate change.

Question: Please elaborate on your selection above to describe how tree selection will contribute to forest resilience. [open text]

Instructions on how to answer this question were provided in the pre-application guidance [Species selection](#) section.

Question: Does the species selection include any species considered invasive by regional, provincial or federal authorities? [select one]

- Yes
- No

Maintenance plan

In this section, we want to better understand your approach to the maintenance of planted trees. The first three years of planting are most critical for watering and care, and this is why we are asking you to describe the frequency of applicable activities (such as watering, weeding, mulching and pruning); detail any additional tree protection activities (for example from mowers, weed whacking, snow removal, deer

and rodents, etc.); and indicate who will be responsible for each maintenance activity.

IMPORTANT: You may also attach an additional document providing the details of your maintenance plan in the Supporting document(s) section. If the maintenance plan is already attached as a separate document or included in your planting plan, you may instead identify the relevant page numbers.

Question: Please explain how trees will be maintained in the long term, including schedules and tasks for tree maintenance such as watering, mulching, weeding, pruning practices, fertilization, tree support removal, and pest and disease management.

[open text]

GMF encourages applicants to have a replanting plan in case of tree mortality and to include a contingency for maintenance and replanting in project budgets.

In your response to the question below, please tell us how you will address tree mortality. Please indicate the tree survival rate that you are targeting one year after planting, and if there is any plan for replanting/replacing trees in the case of mortality. If replanting will not be carried out (e.g. in some forest restoration projects), please provide the rationale.

Please also describe in your response who will be responsible for replanting and if this activity has been budgeted for. Finally, please describe any mechanisms in place to ensure tree replacement in the case of mortality (e.g., supplier warranty).

Question: Please provide information on how tree mortality will be addressed and include strategies for replanting.

[open text]

Monitoring

In this section, we want to better understand your strategies for post-planting monitoring and management to promote long-term tree survival.

Your application will be evaluated on the quality of the post-planting monitoring and management plan. Please describe your monitoring and management plan in your response to this question. Please include details on how you will measure, track and report on tree health and other relevant considerations after planting. Please explain how you will address tree mortality over time. Please also outline steps for internal and external knowledge-sharing.

Question: Please provide details on how the trees will be monitored for health and survival after they have been planted, including once the support from the GCCC initiative has ended.

[open text]

Note: To ensure project success, you will be required to submit a monitoring and maintenance report approximately one year after project completion. Ten percent of the project's value (up to a total of \$100,000) will be retained until the report is submitted. Please refer to [Appendix E: Reporting requirements](#) for details on the data collected through this report. GCCC will carry out site audits for 25 percent of funded planting projects.

Agricultural planting

In this section, we'd like you to tell us whether your project involves integrating trees into farmland that will continue to be used for farming even after the trees have been planted.

Projects that incorporate trees into farmland, such as [shelterbelt](#) or [riparian planting](#), can increase [biodiversity](#) and resilience by creating diverse habitats, improving soil health and making the farmland more resilient to climate change. Your response to the question below will not affect your project's evaluation but will help us understand how often these types of agricultural planting projects occur.

Question: Does this project involve planting trees on farmland where the land use after the trees have been planted will remain as farmland? [select one]

- Yes
- No

Afforestation/reforestation

In your response to this question, please indicate if your project contributes to [afforestation](#) and/or [reforestation](#). Please refer to [Appendix A: Glossary of key terms](#) for definitions.

Question: Does this project involve planting trees on land where there are no or very few trees (afforestation), planting on land that was forested but was disturbed, for example by wildfire or insect infestation (reforestation), or both? [select one]

- [Afforestation](#)
- [Reforestation](#)
- Both
- N/A

Risk management

In this section, we'd like to understand the biggest risks and challenges you face in implementing your project, including environmental, technical, operational, planning, time- and cost-related risks, and how you will manage and mitigate them.

Applications will be evaluated on their risk management plans and mitigation strategies. Reviewers will assess the project's understanding and adoption of risk management strategies with appropriate mitigation of potential risks to the project's execution.

When you fill out the table below, please identify relevant implementation risks and challenges along with risk-mitigation measures or strategies to address them.

Question: Please list in the table below the biggest risks and challenges faced in implementing this project, and how you will manage/mitigate them.
[fillable table]

Risk description	Mitigation measures
[open text]	[open text]

Supporting document(s)

Important: At this stage, you will be required to attach supporting documentation specified through [FCM's funding portal](#).

Required attachments for the "Project approach" section:

- Project team members' resumés or documents listing their professional qualifications and experience as they relate to this project (Note: Please provide detailed resumés or descriptions of experience for lead members of the project team; short descriptions of experience are sufficient for other team members.)
- A planting plan (or equivalent) prepared or reviewed by a professional with urban tree or forest health training (arborist, forester, biologist, ecologist, landscape architect, horticulturalist). Please provide the name/credentials of this professional in the plan.

Optional attachments for this section:

- Site preparation plan or design
- Engagement strategy
- Maintenance plan
- Monitoring or management plan
- Risk register document (in addition to the table in the [Risk management](#) section above)

Project benefits

In this part, we want to better understand your project's anticipated benefits.

GMF seeks to fund the very best examples of municipal innovation in tree planting that achieves a multitude of benefits for the environment, communities and local economies. We will award higher application evaluation scores to projects that demonstrate excellence in the areas described below.

Community climate change resilience

Tree planting is an effective nature-based climate solution that works to mitigate multiple climate risks facing communities. GCCC will assess whether projects deploy tree planting with the multifaceted lens of building climate resilience. In your response to the question below, please indicate the ways that your project will build community resilience to climate change.

Question: Please select how your project will build community resilience to climate change by planting trees in areas of greatest need. [select all that apply]

- Planting in population areas with disproportionately low canopy cover
- Planting in areas where evidence demonstrates high susceptibility to the urban heat island effect
- Planting with the intention of mitigating flood risk
- Planting to improve equitable access to the benefits of tree canopy

In the text box below, please elaborate on your selection above to describe how your project will build community resilience to climate change by planting in areas of greatest need. Please ensure that you provide sufficient detail in the text box and attach any additional documentation (e.g., maps) to demonstrate this if not already provided. Higher application scores will be awarded to projects that seek to mitigate climate risks for communities, plant in areas of greatest need, and improve equitable access to the benefits of tree canopy.

Question: Please elaborate on your selection above to describe how your project will build community resilience to climate change by planting in areas of greatest need.

[open text]

Socio-economic benefits

The questions in this section will help us to assess your project's targeted socio-economic outcomes.

We'd like to know if your municipality has a diversity and inclusion plan: a strategic framework designed to cultivate diversity and inclusivity within an organization. It should outline intentional actions, policies and initiatives aimed at creating an environment that values and respects individuals from various backgrounds, experiences and identities. Please indicate whether you have one in your response to the question below.

Question: Does your municipality have a diversity and inclusion plan, target or practice to increase workforce participation of under-represented groups? [select one]

- Yes
- No

We'd also like to know about your organization's approach to social procurement, which is a framework or set of guidelines established by an organization to direct its procurement practices in a way that goes beyond traditional cost and quality considerations. Please let us know in your response to the question below.

Question: Does your organization have a social procurement policy? [select one]

- Yes
- We have a social procurement framework or guidelines
- We are currently developing a social procurement policy
- We are interested in developing a social procurement policy
- Unsure what social procurement is
- No

We'd like to know if your project includes considerations for social value and/or sustainability. For example, procuring trees locally reduces the greenhouse gas emissions associated with transportation. Trees grown in local nurseries are acclimated to the specific climate, soil conditions and ecosystem of the region, enhancing their ability to adapt and thrive after planting.

Please indicate how your project will include such considerations in your response to the question below.

Question: Please describe how your project will include social value and/or sustainability considerations in its procurement practices, including steps that are being taken to procure trees from the most local source possible for this project.

[open text]

We'd also like to know about your project's potential to generate and fairly distribute the following:

- **social benefits** (e.g., increasing access to new and improved shared spaces for members of the community, including equity-deserving groups; designing with accessibility in mind; designing to improve air quality, public health outcomes, safety and/or security; designing to reduce noise)
- **economic benefits** (e.g., creating quality jobs; applying social and local procurement of goods and services criteria; fair community wealth-building where economic opportunities are prioritized for members of equity-deserving communities)

You can find more detailed definitions and examples of socio-economic benefits in [Appendix A: Glossary of key terms](#).

In your response to the question below, please tell us about your project's potential to result in improved socio-economic outcomes and a more equitable distribution of benefits and burdens in the community for present and future generations. Please select (and add) as many benefits that are relevant to your project.

Question: In the table below, please describe any other socio-economic benefits your project will generate. Please only select outcomes that you will implement or measure. Suggested benefits include:

- Improved accessibility
- Improved shared spaces
- Inclusive employment and apprenticeship opportunities
- Other community benefits

[fillable table]

Suggested socio-economic benefit	Description
<p>[select one]</p> <ul style="list-style-type: none"> • Improved <u>accessibility</u> • <u>Improved shared spaces</u> • <u>Inclusive employment and apprenticeship opportunities</u> • Other community benefits 	<p>[open text]</p>

Biodiversity and ecosystem health

The questions in this section will help us to assess your project on its targeted biodiversity and ecosystem health outcomes.

Habitat restoration for species at risk can contribute to biodiversity conservation. In the question below, please indicate whether your project involves work on habitat restoration for species at risk and other species of interest. Note that planting trees alone does not necessarily constitute habitat restoration for species at risk and other species of interest.

Answer "yes" if your planting activities are expected to do any of the following:

- Improve existing habitat for species at risk or species of interest by reforesting areas following disturbance(s) in critical habitat areas
- Create new habitat for species at risk or species of interest by increasing connectivity between natural areas containing critical habitat
- Support activities outlined in species-at-risk recovery strategies, action/management plans or other conservation documents

If you answer "yes," please also note in your response any species at risk or other species of interest supported by this project, including:

Caribou	Western Screech-Owl	Wood Turtle
Grizzly Bear	Spotted Owl	Salmon
American Marten	Northern Goshawk	Limber Pine
Little Brown Myotis	Chimney Swift	Whitebark Pine
	Bicknell's Thrush	Other (specify)

Question: Does this project involve work on habitat restoration, specifically habitats for species at risk and other species of interest? [select one]

- Yes
- No
 - If yes, for which species? [open text]

We'd also like to know about the biodiversity and ecosystem health benefits your project will generate. Examples of benefits may include habitat restoration; support for species at risk and other species of interest; planting to increase ecosystem connectivity; and restoring or enhancing the ecological value of sites. Please tell us about these benefits in your response to the question below.

Question: In the table below, please describe the biodiversity and ecosystem health benefits the project will generate.

[fillable table]

Biodiversity and ecosystem health benefits	Description
[open text]	[open text]

Environmental benefits

In this section, we'd like to know how your project will generate any additional environmental benefits beyond those described in the previous sections. Examples could include the following:

- Improving air, soil and water quality
- Slope stabilization/erosion controls

Projects will be assessed based on the significance of the other environmental benefits they will generate. Please tell us about these benefits in your response to the question below.

Question: In the table below, please describe any other environmental benefits the project will generate. [fillable table]

Other environmental benefits	Description
[open text]	[open text]

Supporting document(s)

Optional attachments for the “Project benefits” section:

You may provide additional documentation outlining further details about your project’s benefits, such as:

- Your organization’s social procurement policy, framework or guidelines (if available)
- Any documentation demonstrating your project’s benefits

Budget and workplan

Budget

Before answering the questions in this this section, please complete the project workbook provided to you by your GMF representative.

Please see the [Supporting document\(s\)](#) section for guidance on completing your project workbook. We also encourage you to consult [Appendix E: Reporting requirements](#) to ensure that your project’s budget includes sufficient resources to meet reporting requirements.

We will assess applications on the merits of their project budgets and workplans. Budgets should be realistic and reflect the proposed workplan. Workplans should have concrete deliverables tied to established project milestones. They should have realistic timelines and consider elements such as permitting processes, regulatory approvals, data collection, project monitoring and performance verification.

We will evaluate budgets and workplans based on industry standards for projects of similar size, scope and location.

When you fill out the table below, please include the budget information about your project that you provided at the pre-application stage, updating it if necessary. Use the guidance provided in the table to help you complete it. Please ensure that the values for the funding request and the anticipated total project costs are the same as those in your project workbook.

Budget	Required supporting information
Project start and end date (yyyy-mm-dd) [date-time field]	Indicate the start and end dates for your proposed initiative
Funding request (\$) [currency field]	Indicate the amount of funding you are requesting for your proposed initiative
Anticipated total project cost (\$) [currency field]	Provide the total costs of your proposed initiative

Supporting document(s)

IMPORTANT: At this stage, you will be required to attach the supporting documentation specified through [FCM's funding portal](#).

Required attachments for this section: GCCC project workbook.

Your project workbook is a critical supporting document for your funding application. It will be used for approved projects to create the funding agreement and for project monitoring. *Please be sure to carefully read and follow the instructions provided in the project workbook.*

Optional attachments for the “Budget and workplan” section: You may attach additional documentation that provides further details about your project.

Declaration and signature

In the declaration and signature section of the application form, simply type out the information for the person with signing authority from the lead applicant organization (i.e., the person who will sign the application if it is successful).

Reminder: Only a lead applicant with the “application contact” role can submit the full application form. This person must ensure they have permission to submit the application on behalf of their organization. Consultants working with a lead applicant to prepare this application cannot sign this declaration or submit this form.

Once the application is complete, please verify that you have gathered and attached all supporting documents to your submission, which are listed in [Appendix C: Required supporting documents](#). Follow the instructions in the next part of this guide to submit your application and required documents.

HOW TO SUBMIT YOUR APPLICATION

Organize your supporting documents

Before submitting your application, please check the list of required supporting documents in [Appendix C: Required supporting documents](#).

Ready to submit?

Once you have verified the information in your full application form, in your project workbook and in the required supporting documents, you can submit everything to GMF through [FCM's funding portal](#).

Ensuring that your submission is complete and includes all necessary supporting documents will shorten processing time.

Here are some tips for completing the submission process:

- Make sure you have answered **all** the questions in the application form, and check that the project workbook is complete.
- When everything is ready, submit your required supporting documents, your project workbook (as an Excel file) and completed application form (as a PDF file) **by uploading them in the “supporting documents”** section in [FCM's funding portal](#).
- Please refer to our [attachment guidelines](#) to find out which file formats are accepted, what the limits are on file size, and what to do if your files are too large.

Remember, don't hesitate to contact your GMF representative if you have any questions before submitting.

After submission, a GMF project officer will review your application for accuracy and completeness. They will work with you to resolve any remaining questions.

Quebec municipal applicants

Quebec municipalities interested in applying should refer to the GCCC – Tree Planting [funding webpage](#) for more details or please contact us at gmfinfo@fcm.ca, call 1-877-417-0550 or [book a meeting with a GMF representative](#).

Need help, or have suggestions to improve this guide?

If you are having trouble completing the application or uploading files, or if you have any questions or suggestions for us, we want to hear from you. Please give us a call at 1-877-417-0550 or email us at gmfinfo@fcm.ca.

APPENDIX A: GLOSSARY OF KEY TERMS

2SLGBTQI+: Two-spirit, lesbian, gay, bisexual, transgender, queer, intersex and others. The symbol "+" represents people who identify as being part of various sexual and gender communities and use additional terminologies.

Accessibility: In the context of GMF-funded projects accessibility is centred on both tangible and intangible improvements. Tangible improvements to accessibility could look like creating physical spaces to aid [people living with disabilities](#) or mobility issues. Intangible improvements could look like implementing measures for greater access to services for people living with disabilities, such as sensory-friendly quiet hours or flexible scheduling and service delivery.

Afforestation: Afforestation refers to the process of establishing a forest or stand of trees in an area where there was no or minimal forest cover.

Biodiversity: Short for biological diversity, biodiversity refers to the variability among living organisms, including diversity within species, between species and of ecosystems. Biodiversity is crucial for maintaining ecological balance, sustaining ecosystems and providing numerous benefits through ecosystem services (e.g., pollination, purification of water and air).

Canopy cover: Tree canopy cover is the layer of leaves, branches and stems of trees that cover the ground when viewed from above. "Planting in urban areas with disproportionately low canopy cover" refers to areas within cities or towns where the amount of tree cover is significantly lower compared to other parts of the urban environment.

Carbon sequestration: Sequestration is the process of capturing and storing atmospheric carbon dioxide. It is one method of reducing the amount of carbon dioxide in the atmosphere with the goal of reducing global climate change. This process can occur naturally, such as through plant growth, or can be facilitated by certain technologies.

Ecosystem health: Ecosystem health refers to the condition or state of an ecosystem. It is a measure of the stability and sustainability of an ecosystem, its ability to maintain its structure and functions, and its capacity to withstand stress and disturbances.

Endemic pests and diseases: In the context of forest resilience, endemic pests and diseases refer to harmful organisms and conditions that are native or regularly found within a certain area or among a certain species of trees. These pests and diseases are part of the natural ecosystem and have co-evolved with the local flora, often leading to a balance where the damage caused is usually not catastrophic. However, changes in environmental conditions, such as those brought about by climate change, can disrupt this balance and lead to outbreaks that can significantly harm or even wipe out certain tree species. Avoiding the selection of species that are

threatened by endemic pests and diseases is a key strategy for enhancing forest resilience. Examples of endemic pests and diseases include the emerald ash borer, Dutch elm disease, oak wilt and hemlock woolly adelgid, among others.

Equity-deserving group: A group of people who, because of systemic discrimination, face barriers that prevent them from having the same access to the resources and opportunities available to other members of society, and that are necessary for them to attain just outcomes. This phrase can refer to [Indigenous peoples](#), [newcomers to Canada](#), [non-binary persons](#), people who are part of [2SLGBTQI+ communities](#), [religious minority groups](#), [people living with disabilities](#), [racialized persons](#), and [women](#).

Equitable access to the benefits of tree canopy: Planting in neighborhoods where social and economic factors can amplify climate hazards — such as in communities with lower income levels, with varied employment statuses, racial or ethnic backgrounds, health statuses, and across all ages.

Fire-resistant species: Fire-resistant species refer to types of trees that have adapted to survive or even thrive in conditions where wildfires are common. These species have certain characteristics that make them less susceptible to fire damage, such as thick bark, high moisture content in leaves, and the ability to quickly re-sprout after a fire. Planting fire-resistant species can help to reduce the spread and intensity of wildfires, protecting both the forest and surrounding communities. It can also help to maintain the health and biodiversity of the forest in fire-prone areas, as they are able to survive and recover from fires more effectively than non-resistant species. By contributing to the overall resilience of the forest, fire-resistant species can help to mitigate the impacts of climate change, which is expected to increase the frequency and intensity of wildfires.

High-quality stock and tree species: Higher-quality stock in the context of tree planting typically refers to seedlings or trees that exhibit robust and desirable characteristics for successful growth and longevity. These characteristics may include good root development, disease resistance and appropriate genetic traits for the local climate. Higher-quality tree species are those well-suited to the local environment, resilient to potential threats like pests or diseases, and capable of providing long-term ecological benefits. Native species are often preferred for their adaptability to local conditions and their ability to support local ecosystems. When designing a tree planting project, it's crucial to select species that align with the specific goals and ecological context of the planting site.

Improved shared spaces: Improvements to shared spaces can include physical elements (such as new or renovated parks), intangible elements (such as cultural, educational and recreational opportunities), and improved safety and security (such as road and pedestrian safety and food security). The additional shade that trees provide can be incorporated as part of outdoor shared spaces, allowing for more cooling to reduce the urban heat island effect. Trees and natural spaces can also

reduce stress and increase feelings of well-being. They can also act as a sound barrier, reducing noise pollution in shared spaces.

Inclusive employment and apprenticeship: Employment as a community benefit helps to ensure that infrastructure projects improve the lives of people in the community through inclusive hiring and training. This typically consists of decent-paying jobs and apprenticeship opportunities for residents and equity-deserving groups. Inclusive employment and training develop the local workforce while improving economic security and inclusion for diverse community groups. Note that this indicator requires monitoring the number of employees hired who belong to one or more equity-deserving group(s) or monitoring the number of hours worked by employees who belong to one or more equity-deserving group(s) throughout the project.

Example: “Comox Valley Regional District (population: 66,500) obtained funding from a federal grant that included Infrastructure Canada’s Community Employment Benefits Program. The project was completed on time and on budget. The final community employment benefit hours far exceeded the original committed totals. Employment hours for Indigenous Peoples and apprenticeships more than doubled, and employment hours for under-represented populations ended up being more than four times the original commitment. There were no additional cost implications associated with the social procurement concepts that were included in the RFP.” (Source: Buy Social Canada)

Indigenous community: Indigenous communities are those for which a province or territory has passed an act or a regulation that affords them the status of a municipality or an Indigenous community (which includes First Nations, Métis and Inuit) that is undertaking in partnership with a municipal government an eligible project, or has a shared service agreement for any purpose with a municipal government related to municipal infrastructure, climate change or adaptation.

Indigenous peoples: First Nations, Métis and Inuit people and communities, including urban Indigenous communities.

Invasive species: Invasive species, in the context of tree planting, refer to non-native trees, shrubs or herbaceous plants that have been introduced to an area and that can thrive and spread aggressively outside their natural range. These species can cause harm to the environment, economy or health in the new area. They often outcompete native species for resources such as light, water and nutrients, leading to a reduction in biodiversity. Invasive species lists are held by provincial/territorial and regional authorities.

Meaningful engagement: This is an intentional process with the purpose of working in inclusive and respectful ways with all stakeholders and rights holders to shape decisions, actions, impacts or change.

Newcomers to Canada: A self-identified group that may include people who have obtained landed immigrant status, refugee status or permanent resident status up to five years prior to a given census year.

Non-binary persons: Persons whose gender identity does not align with a binary understanding of gender such as “man” or “woman.”

People living with disabilities: People who have a long-term or recurring physical, mental, psychiatric, intellectual or sensory impairment that, in interaction with various attitudinal and environmental barriers, hinders their full and effective participation in society on an equal basis with others. This is a self-identified status and does not require an external or formal recognition of disability.

Pruning practices: Pruning practices refer to the selective removal of certain parts of a tree, such as branches, buds or roots. This is done for a variety of reasons, including improving tree health, directing growth, increasing the quality of flowers, fruit, foliage or stems, and reducing the risk of falling branches. Pruning can also be used to increase light penetration into the crown of the tree or to reduce wind resistance in the tree. It is an important part of tree maintenance and can contribute to the overall health and longevity of trees.

Racialized persons: A person or group of people categorized according to ethnic or racial characteristics and subjected to discrimination on that basis.

Reforestation: Reforestation involves replanting trees in an area that was once forested but has been deforested or degraded, such as an area that has been damaged by wind storms, severe insect infestations or fire.

Religious minority groups: A group of people who share religious characteristics differing from those of the majority or dominant population, and who often experience discrimination or exclusion.

Rights holders: In Canada, [Indigenous peoples](#) have constitutionally protected rights. This means there is a duty to consult Indigenous peoples, as rights holders, in Canada (e.g., in resource development projects).

Riparian planting: Riparian tree planting within an agricultural context involves the strategic planting of trees and vegetation along the banks of rivers, streams or other water bodies within or adjacent to agricultural areas. This practice is aimed at establishing riparian buffers, which are vegetated zones that serve as a protective barrier between agricultural activities and water bodies, preventing soil erosion by stabilizing stream banks, filtering and reducing agricultural runoff entering water bodies, providing habitat for wildlife and improving overall water quality.

Shelterbelt planting: Shelterbelt tree planting involves creating a barrier or row of trees and shrubs strategically planted to provide protection against wind, control soil erosion and offer other environmental benefits. Shelterbelts are typically positioned to shield crops, livestock or structures from the impact of strong winds.

Social procurement: Social and sustainable procurement is a strategic approach that organizations use to purchase goods and services while considering their broader social and community impact. The primary goal of social procurement is to leverage procurement practices to generate more positive social, economic and environmental outcomes in a community or a region. Social procurement can be an important element of fair and equitable local economic development.

Social procurement policy: A social procurement policy is a framework or set of guidelines established by an organization to direct its procurement practices in a way that goes beyond traditional cost and quality considerations. A policy would, for example, define the organization's commitment to specific socio-economic objectives, such as promoting purchasing from small or local businesses, social-purpose businesses and diverse businesses (i.e., businesses that are majority-owned by members of an equity-deserving group).

Species at risk: Refers to an extirpated, endangered or threatened species or a species of special concern. These are any species of animals, birds, fish, plants or other organisms that are at risk of extinction due to habitat loss, climate change, overexploitation and other factors.

Stakeholders: A stakeholder can be an individual or group concerned about a particular issue and/or who holds legal or de facto rights to manage or make decisions.

Tree species resistant to warming climate: Species of trees that are resistant to a warming climate can survive, adapt and even thrive in conditions of increased temperatures and altered precipitation patterns, which are characteristic of climate change. These species have certain traits that make them more resilient to these changes, such as the ability to tolerate drought, heat and other stressors associated with a warming climate. For example, planting Douglas-fir because it is the dominant species located in an adjacent warmer and drier bio-geoclimatic zone.

Urban heat island: Urban heat islands are urbanized areas that experience higher temperatures than outlying areas. Buildings, roads and other infrastructure absorb and re-emit the sun's heat more than natural landscapes, such as forests and water bodies, do. Urban areas where these structures are highly concentrated and greenery is limited become "islands" of higher temperatures relative to outlying areas. Communities in these areas often face heightened risks of heat-related illnesses, reduced air quality and higher energy consumption.

Women: All people who identify as women, whether they are cisgender or transgender.

APPENDIX B: FUNDING DETAILS

The table below presents our funding overview. Funding amounts are based on total eligible costs for each stage. Further details on eligible costs are provided on our [funding webpage](#).

Funding details
<p>GCCC – Tree Planting will contribute the following:</p> <ul style="list-style-type: none">• A grant for up to 50% of eligible costs• Up to a maximum grant amount of \$10 million <p>Infrastructure activity costs that are directly associated with tree planting* are eligible activities to which GCCC – Tree Planting will contribute the following:</p> <ul style="list-style-type: none">• Grant up to 50% of eligible costs• Up to a maximum of \$1 million per municipality

Note: GMF will contribute up to 50 percent of eligible infrastructure costs up to a lifetime maximum of \$1 million per municipality throughout the lifetime of the GCCC Initiative, wherein infrastructure costs refer to any costs tied to the acquisition, installation, modification or removal of permanent physical infrastructure (e.g., sidewalks, soil cells, irrigation systems, utilities). This maximum is inclusive of all GCCC funding within the jurisdictional boundary of a municipality, regardless of a project's lead applicant. Infrastructure costs directly associated with tree planting activities can fall under Capital Expenditures, Equipment Rental or Services cost categories.

Contact us to learn more about conditions.

APPENDIX C: REQUIRED SUPPORTING DOCUMENTS

Along with your submission of the full application form, we'll be asking you to include supporting documents with important information about your organization and the details of the proposed project. Required documents will differ depending on the type of project and whether your organization is a municipal government or a partner of a municipal government.

The table below lists the mandatory documents along with the requirements and conditions your organization must fulfil before you can apply to GMF.

Additional supporting documentation may be requested. You are also welcome to provide further evidence as it becomes available.

Note: When possible, in your full application please refer to specific page numbers or sections in your supporting documents. This will ensure staff and peer reviewers evaluate your application accurately.

Application category	Required supporting documents
All applications	<ul style="list-style-type: none"> • Completed application form • Planting plan (or equivalent), prepared or reviewed by a professional with urban tree or forest health training (arborist, forester, biologist, ecologist, landscape architect, horticulturalist) • Project workbook, including budget and workplan • Letters from confirmed sources of funding (Note: You are not required to have all sources of funding confirmed prior to submitting your application. However, funding that is confirmed must be supported with a letter using the template) • Evidence of municipal support (e.g., council resolution describing your organizational commitment to, and financial support for, the project and funding application to GMF) • Project team resumés • Letters of support from landowners, if applicable • Letters of support from project partners, if applicable
Non-municipal applicants	<ul style="list-style-type: none"> • Municipal council resolution stating municipal partnership on the project • Confirmation of organizational support from CEO or CFO

Eligible Indigenous communities

- Articles of incorporation, including all supporting documentation
- Last 3 consecutive audited financial statements if applicable. If you don't have audited financial statements, please provide any of the following documents: review engagements, annual reports to CRA or published financial reports.
- If eligible through partnership with a municipality:
 - municipal council resolution stating municipal partnership
- If eligible through a shared service agreement:
 - shared service agreement with a Canadian municipality related to municipal infrastructure, climate change or adaptation

APPENDIX D: EVALUATION OF APPLICATIONS

External peer reviewers will evaluate all tree planting project applications. There will also be an internal analysis to provide a funding recommendation to FCM's Board of Directors.

GMF will evaluate your project using the following criteria:

Readiness and planning	
Connection to long-term forest management and planning objectives	5%
Project preparation and planning	10%
Engagement strategy	10%
Project design	
Right tree for chosen environment to promote tree survival and forest resilience	20%
Maintenance plan	20%
Benefits	
Community climate change resilience	10%
Socio-economic benefits	10%
Biodiversity and ecosystem health	10%
Other environmental benefits	5%
Implementation scoring	
Team and partners	pass/fail
Workplan	pass/fail
Budget	pass/fail
Risk management	pass/fail
Measuring and monitoring	pass/fail

APPENDIX E: REPORTING REQUIREMENTS

If you are approved for funding, you will be required to submit project reports to GMF. The purpose of these reports is to confirm that your project is progressing as planned or to inform GMF of any unforeseen changes. The reports are also meant to share your community's experience in undertaking the initiative with others seeking to address similar issues in their communities.

Project reports include a series of questions relating to project outcomes, key stakeholders involved in the project, methodology and approach used, your findings and recommendations, next steps in the project, and lessons learned from the project. They are typically in the range of five to ten pages but may be longer depending on the complexity of the project.

Before submitting your application, it is important to consider all required reporting documents for project completion and disbursement. Please ensure that your project workbook includes sufficient budgetary accommodations for all final reporting needs. This includes, but is not limited to, sufficient staff time.

To demonstrate a commitment to survivability, GMF will withhold 10 percent of the project grant (not exceeding \$100,000) for one year following the completion of planting, during which the recipient community will carry out ongoing maintenance and monitoring of planted trees. The submission of a report summarizing activities and survival rates after one year will be the condition of releasing the balance of the grant.

Your project's contributions to greenhouse gas emission reductions and [carbon sequestration](#) will be calculated for you at the end of your project using the information gathered in GCCC's reporting templates.

The following reporting documents will be required:

- Project progress report
- Project completion report
- Updated project workbook that includes:
 - An expense claim
 - All confirmed sources of funding
- Request for disbursement
- Monitoring and maintenance report summarizing activities and tree survival rates to be submitted approximately one year after completion of planting activities
- Financial audit (external) of all eligible costs incurred for the purpose of the project. This will only be required for non-municipal applicants with approved grant amounts equal or greater than \$500,000 or as deemed necessary by GMF.
- Photos of completed project

APPENDIX F: MUNICIPAL COUNCIL RESOLUTION TEMPLATE

Sample: Resolution

Instructions

To be eligible for GMF's funding, non-municipal applicants must provide a resolution drafted and adopted by the municipal council partnering on the project. When submitting your application to FCM, please include proof that the resolution was adopted by submitting *one* of the following:

- a formal copy of the resolution (on letterhead with a seal or signature and date)
- a signed and dated copy of the minutes at which the motion was adopted (including the text of the resolution)
- a signed and dated copy of the text of the resolution, with confirmation from the applicant that the text is identical to that adopted by council

A resolution is not required for municipal lead applicants. However, a resolution may be used to meet evidence of municipal support, which is an application submission requirement.

Council resolution requirements

If you choose to draft your own resolution, it must acknowledge that the partner organization is submitting the application in partnership with the municipality, and that funding allocated to partners for planting within the boundaries of a municipality count towards that municipality's lifetime contribution from the GCCC initiative.

Sample council resolution text

Whereas, <name of municipality> has the following interest: (list the main reasons for the municipal interest in the project)

Whereas, <name of partner organization> is undertaking <project title>

Be it resolved that <council> acknowledges that <name of partner organization> is applying for a funding opportunity from the Federation of Canadian Municipalities' Growing Canada's Community Canopies initiative for <project title>, in partnership with <name of municipality>.

<Council> also recognizes that the lifetime contribution from the Growing Canada's Community Canopies initiative will not exceed \$10 million for tree planting within our municipality, inclusive of a maximum contribution of \$1 million for infrastructure activity costs, and that if approved this project will be counted towards that limit.



GMF Eligible and Ineligible Costs – GCCC Tree Planting Funding

This table outlines what costs can be partially reimbursed by FCM. **Please pay particular attention to any costs that may be ineligible.**

Note: If your application is approved, expenses that are eligible for partial reimbursement or advance payment must be:

- incurred after the date the application is received by FCM (costs to write the application incurred up to 90 days prior to receipt of the application by FCM)
- invoiced directly to your organization
- an integral and an essential component of the initiative required to achieve the environmental objective; and
- actually, and reasonably incurred in accordance with applicable industry standards.

FCM reserves the right to audit financial statements or expenses incurred at a future date to verify cost eligibility.

Please keep financial accounts and records for at least seven years. These include, but are not limited to, contracts, invoices, statements, receipts and vouchers.

Financial records, including labour costs, must be documented in a manner that meets audit standards (GAAP) and enables verification of cost eligibility and level of effort.

Cost Category	Eligible costs	Ineligible costs
Section A: Costs incurred prior to date application received by FCM		
(1) Pre-application	Costs to write the GMF application up to \$5000 incurred up to 90 days prior to application receipt date.	All other costs incurred prior to application receipt date, including any stakeholder engagement or research that took place to support the writing of the full application or insertion of information into the Project Workbook.
Section B: Costs incurred after date application received by FCM		
(2) Administrative	Administrative costs that are directly linked to and have been incurred for the project, such as: <ul style="list-style-type: none"> • communication costs (e.g., long-distance calls) 	Office space, supplies and general overhead costs incurred in the ordinary course of business.

	<ul style="list-style-type: none"> permits, approvals and authorizations required for the projects printing or photocopying by outside suppliers acquisition of documents used exclusively for the project document translation 	
(3) Advertising	<p>Advertising costs essential to communicating the project to the public, as well as project evaluation, such as:</p> <ul style="list-style-type: none"> fees for advertising development fees for media distribution website development public surveys 	<ul style="list-style-type: none"> Advertising costs for general education or publicity that is a result of ongoing or other business activity and not a specific requirement of the project. Promotional items.
(4) Audit	The cost of a third-party financial audit for implementation projects with GCCC grants greater than \$500K as required by FCM for non-municipal applicants.	
(5) Capital	<p>Capital costs as defined and determined in accordance with generally accepted accounting principles (GAAP), including:</p> <ul style="list-style-type: none"> costs for acquiring, developing, constructing, modernizing or leasing systems (equipment, hardware, software, etc.), costs of construction, renovation or modernization of planting sites such as site preparation, the purchase of tree stock the purchase of shrubs and herbaceous plants, up to 15 per cent of planting stock costs, as long as they will help protect trees or are an essential component of habitat restoration objectives. other supplies and materials specifically needed to undertake the project (such as soil and mulch), planting costs, lease of land for nurseries. purchase of planting or maintenance equipment and vehicles, up to a maximum of \$50,000 or 10% of eligible project costs. Purchasing of this equipment is allowed if the purchase cost is comparable to renting. <p>Note: Costs associated with the acquisition, installation, modification, or removal of permanent infrastructure (e.g. sidewalk modification, soil cell installation, irrigation systems) are eligible and must be individually listed and identified as "Infrastructure related costs" in the budget tab (Tab 4)</p>	<ul style="list-style-type: none"> Purchase of real property.
(6) Equipment rental	<ul style="list-style-type: none"> Rental of tools and equipment related to the project. 	<ul style="list-style-type: none"> Rental of tools or equipment related to ongoing or other business activities.
(7) Meetings and public gatherings	<p>Costs related to meetings and public gatherings held to communicate the project to the public and collect feedback, such as:</p> <ul style="list-style-type: none"> facility rental audiovisual equipment rental services to support people with specific needs, where such services contribute to the equity and inclusion objectives of the project (e.g., simultaneous interpretation, shuttle service, babysitting service, etc.). 	<p>Any hospitality expenses such as:</p> <ul style="list-style-type: none"> food and drinks, unless part of a specific cultural protocol alcohol door prizes entertainment music decorations

	<ul style="list-style-type: none"> the provision of food and drinks, when it is part of a specific cultural protocol. Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers. (Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts). Costs related to local cultural protocols (e.g., gifts, cultural ceremonies) 	<ul style="list-style-type: none"> flowers, centerpieces
(8) Services	<p>Fees for professional or technical consultants and contractors.</p> <p>Note: Service fees associated with the installation, modification, or removal of permanent infrastructure (e.g. sidewalk modification, soil cell installation, irrigation systems) are eligible and must be individually listed and identified as "Infrastructure related costs" in the budget tab (Tab 4)</p>	<ul style="list-style-type: none"> Costs for engineering studies, audit studies or feasibility studies for which grants or contributions are provided by or committed to be provided by the Government of Canada
(9) Staff remuneration	<p>Daily rates actually paid by the eligible recipient to its employees (including permanent and contract employees) in Canada for time actually worked on the implementation including maintenance and monitoring of the project up to one year post planting (including staff time to participate in GCCC-led capacity building activities related to the eligible initiative). The daily rate per employee shall include the following costs:</p> <ul style="list-style-type: none"> direct salaries: actual and justifiable sums paid by the eligible recipient to employees in accordance with the eligible recipient's pay scales as regular salary excluding overtime pay and bonuses. fringe benefit, in accordance with the eligible recipient's policies, as follows: <ul style="list-style-type: none"> a) time-off benefits (prorated to the annual percentage of time actually worked on the implementation of the project): allowable number of days to be paid by the eligible recipient for the payable absences of statutory holidays and annual vacation. b) paid benefits: actual sums paid by the eligible recipient for paid benefits (prorated to the annual percentage of time actually worked on the implementation of the project); this includes the eligible recipient's contribution to employment insurance and workers' compensation plans (where applicable), health and medical insurance, group life insurance, or other mandatory government benefits. <p>Note: For private (for-profit) entities only, as determined by FCM, the value of total staff remuneration cannot exceed 10% of the project's eligible costs.</p>	<p>Regular salaries and/or benefits of applicant staff or partners including:</p> <ul style="list-style-type: none"> Overtime pay. Bonuses/performance pay. Fringe benefits, such as sick days, maternity leave, parental leave, pension plan and any other fringe benefits not listed as eligible. Costs related to ongoing or other regular business activities and not specifically required for the project. Staff wages while receiving training or attending learning events. Professional membership fees or dues Staff remuneration for which a grant or contribution are provided by or committed to be provided by the FCM.
(10) Transportation, shipping and courier charges	<p>Transportation costs for delivery of materials and services essential for the project.</p>	<ul style="list-style-type: none"> Any transportation expense related to ongoing or other business activities.

(11) Travel and accommodation	Travel and project-associated expenses for you and consultants to the extent that the travel and accommodation rates comply with Treasury Board of Canada guidelines and to the extent that such travel is necessary to complete the project and to the extent that such travel is necessary. This includes travel and accommodation costs to attend GCCC-led capacity building activities related to the eligible initiative (up to a maximum of \$10,000 or 10% of eligible project costs, whichever is lower)	<ul style="list-style-type: none"> • Travel and associated expenses of a partner in the project. • Travel, accommodation and fees to attend conferences, missions, trade shows, etc.
(12) Taxes	The portion of taxes for which your organization is not otherwise eligible for rebate.	<ul style="list-style-type: none"> • The portion of taxes for which your organization is eligible for rebate (provincial, territorial or federal).
(13) In-kind	<p>N/A</p> <p>Note: Lead applicants can include costs for staff time for time actually worked on the implementation of the project and list this as “staff remuneration.” See Staff Remuneration category above.</p>	<ul style="list-style-type: none"> • Any goods and services that are received through donation or in-kind contribution.

Abigail McKinnon

Subject: FW: White Lake (Olden) Cottagers' Association's response to ALTO and the Northern Route

From: Jim Rose [REDACTED]
Sent: March 15, 2026 11:29 AM
To: Cathy Macmunn <cmacmunn@centralfrontenac.com>
Cc: [REDACTED]

[REDACTED]

Subject: White Lake (Olden) Cottagers' Association's response to ALTO and the Northern Route

Dear Ms McMunn,

Please forward this submission regarding the proposed route of the high speed train submitted by the White Lake (Olden) Cottagers Association to the members of Council of the Township of Central Frontenac, for their review and action. Thank you.

Submission regarding the proposed route of the high speed train from the White Lake (Olden) Cottagers Association. The Association represents the environmental interests of 33 properties / 56 owners / cottages with frontage on White Lake (Olden) situated in the township of Central Frontenac.

The Association **does not** support any form of development in the vicinity of White Lake (Olden) that could imperil the water quality of White Lake. White Lake is a Fish Sanctuary which is federally protected in recognition of its role as an essential water source and broodstock reservoir for the White Lake Fish Culture Station. Federal designation and protection through the Fisheries Act has been delegated to the Ministry of Natural Resources. The local landowners and the municipal government have supported this protection and maintained the water's pristine condition to enable the White Lake Fish Culture Station. The Fish Culture Station was established in 1933 and has been under protection since that time through both Federal and Provincial regulations. Our municipal government and our Association have enhanced and supported this protection since the 1970's.

Jim Rose
President

EORN Cell Gap Project Monthly Update

February 2026

Regional view

	Planned	Completed	New this month
Upgrades to existing towers	311	311	n/a
New towers in service	257	174	7
New co-locations	89	78	0
Land use authority	257	256	0
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Frontenac County

	Planned	Completed	New this month
Upgrades to existing towers	13	13	n/a
New towers in service	14	8	1
New co-locations	6	4	0
Land use authority	14	14	n/a
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Note: data is updated by Rogers on the 15th of each month. Data provided for this update was received on February 15, 2026.

Frontenac County Uplifts Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C0234	Arden	Township of Central Frontenac	In-service
C0235	Sharbot Lake	Township of Central Frontenac	In-service
C2169	Godfrey	Township of Central Frontenac	In-service
C2170	Parham	Township of Central Frontenac	In-service
C3467	Highway 7 at Mountain Grove	Township of Central Frontenac	In-service
C3629	Highway 7 (Kaladar – Arden)	Township of Central Frontenac	In-service
C3406	Howe Island	Township of Frontenac Islands	In-service
C3469	Bon Echo	Township of North Frontenac	In-service
C1978	Harrowsmith	Township of South Frontenac	In-service
C3368	Verona	Township of South Frontenac	In-service
C3647	Frontenac Provincial Park 0 South	Township of South Frontenac	In-service
C4105	Missouri	Township of South Frontenac	In-service
C4106	Sydenham South	Township of South Frontenac	In-service

Frontenac County Co-location Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8471	Port Metcalf	Township of Frontenac Islands	In-service
C6625	Beech Corners	Township of North Frontenac	In-service
C8657	County Road 509 and Mountain Road	Township of North Frontenac	In-service
C7530	Snow Road Station	Township of North Frontenac	In-service
C8656	Smith Road at North Frontenac	Township of North Frontenac	2026
C8659	Canonto Road at Ompah	Township of North Frontenac	2026

Frontenac County New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8658	Ardoch Road and Road 509	Township of Central Frontenac	2026
C8688	Long Lake Road and Middle Road	Township of Central Frontenac	2026
C8655	Henderson Road at Henderson	Township of Central Frontenac	In-service
C8693	Benard Lane and Wilkinson Road	Township of Central Frontenac	In-service
C8716	Road 38 and Richard Brannigan Trail	Township of Central Frontenac	In-service
C8660	Matawatchan Road at Wilson	Township of North Frontenac	2026
C8661	Sunday Lake Drive and Cruise Road	Township of North Frontenac	2026
C8504	Jewel Road and Little Pond Road	Township of North Frontenac	In-service
C8691	Devil Lake Road at Little Wolfe Lake	Township of South Frontenac	In-service
C8721	Westport Road at White Lake	Township of South Frontenac	2026
C8788	Moreland-Dixie Road and South Frontenac Road 12	Township of South Frontenac	2026
C8552	Opinicon Road and Maple Leaf Road	Township of South Frontenac	In-service
C8689	Dewitt Road at Timmermans Island	Township of South Frontenac	In-service



The Corporation of the Township of Central Frontenac

Central Frontenac Recreation Advisory Committee Minutes

January 22, 2026 at 6:00 PM

Council Chambers – 14216 Road 38, Sharbot Lake, Ontario

Roll Call

Members: Bill Everett, Boyd Klages, Lesley Merrigan, Bob Teal, and Phillip Smith

Regrets: Cory Thompson

Staff in Attendance: Nill

1. Call to Order

Phillip Smith as Chair called the meeting to order at 6:00 PM.

2. Approval of Agenda

MOVED BY: Lesley Merrigan and Seconded by Boyd Klages

THAT the agenda of the January 22, 2026 meeting be approved as presented.

Carried

3. Disclosure of Pecuniary Interest

Nill

4. Approval of Minutes

a) CFRC Minutes from November 27, 2025

MOVED BY: Boyd Klages and seconded by Bob Teal

THAT the minutes of November 27, 2025, meetings be approved as presented.

Carried

b) District #1 – November 20, 2025

District #1 – December 17, 2025

MOVED BY: Lesley Merrigan and seconded by Boyd Klages

THAT the meeting minutes of District #1 dated November 20, 2025, and December 17, 2025 be accepted for information.

Carried

5. Business

a) Financial Update

There has been no update so the amount remains \$1,742.69.

b) Canada Day

Canada Day has been given a distinct budget of \$21,000.00 for 2026. First meeting for Canada Day should be the week of February 15 to 21, 2026 to start planning.

Expenditures currently expected:

- Sound System - \$2,100.00
- Fireworks - \$11,000.00
- Entertainment - \$2,500.00

MOVED BY: Lesley Merrigan and seconded by Bob Teal

THAT \$4,600.00 for entertainment and the sound system be allocated from the 2026 Canada Day Budget and further we ask the treasurer to sign the contract required for the sound equipment.

Carried

c) Fishing Derby Discussion

Phillip Smith provided a one page document regarding highlights for proposed 2026 Youth fishing derby, June 21, 2026.

- Lesley Merrigan offered to connect with MNR to see if they have any handouts available or general guidelines they may suggest.
- Estimated number of volunteers at 10, 2 for registration, 2 weighing, 3 for cooking, and 3 additional helpers.
- Should start advertising end of March.
- Bob Teal will be official weigh in.
- Discuss with Mike Deans about food and drinks for day.
- Fun Game to have at weigh in (casting game).
- Ask Michael McGovern about insurance or need for waiver.
- Setup online registration and offer a free lunch if pre-registered.
- Weigh in from 10:00 am to Noon.

d) Volunteer Awards 2026

For 2026 The Award will be by district with each district making their district nomination. The recipient must be a resident of Central Frontenac. We will need to have the district nominations back by the

May 21, 2026 meeting.

6. New/Other Business

- a) **3-Pitch** – Bob Teal mentioned that he was looking to start the 2026 season in May.
- b) **Resolution Run** – 28 people participated and \$1,100 was raised for the foodbank. Was successful and looking at doing again next year.

7. Next Meeting

February 19, 2026 at 6:00, Mountain Grove Fire Hall, Mountain Grove, ON

8. Adjournment

MOVED BY: Lesley Merrigan

THAT this meeting be adjourned at 7:04 PM

Carried



Township Of Central Frontenac

1084 Elizabeth St. Sharbot Lake, ON K0H 2P0

District 3 Recreation Sub-Committee Agenda February 1st 2026

Present: Duncan McGregor, Craig Middleton, Joan Hollywood, Sandy Robertson, Leslie MERRIGAN, Ashley Sargeant, Daniel Brady

1. Call to Order

2. Approval of Agenda

Moved by: Dan Seconded by: Ashley

3. Approval of Minutes

Moved by: Sandy Seconded by: Craig

4. Disclosure of Pecuniary Interest .

-Duncan declared in conversation regarding first aid courses

5. Financials

Motion #1 Moved by: Dan Seconded by: Leslie

To approve the [Dec 2025 , JAN, 2026] expenses paid from petty cash and further to reimburse the petty cash with a cheque made out to the Treasurer for the total of \$2610.00, to be taken from the FUND described in the expense list.

Motion #2 Moved by: Ashley Seconded by: Joan

To pay/reimburse [Sign Design] [\$367.25] for expenses incurred for [board Advertisement damages], to be paid through Accounts Receivable and to be reimbursed to the Township minus the recoverable tax portion, from the [Rink Fund).

Motion #3 Moved by: Duncan Seconded by: Ashley

To receive the financial report information. Presently

General \$2947.47, Pickleball 45856.83, Canteen \$993.40 , Rink \$9884.08, Ball

hockey \$965.00



6. Rink

Hockey Tournament Dec raised \$1800.00 went into rink fund

Suggested that others be trained on Zamboni

Cooling system - Central Frontenac Rec has to be approached to get a grant with a business plan ..Craig states that cooling system would roughly cost approximately \$250,000 Fund raising ideas mentioned...on line 50/50..chase the Ace

Motion #4 Moved by: Leslie. Seconded by: Dan

To receive the rink report for information and to begin researching grant opportunities for a cooling system.

7. Canteen

Discussion about running canteen, Ashley expressed interest in having it open perhaps Friday **and** Saturday evenings. It was agreed that consistency as to when it is open would be good.

8. Ball Hockey

Motion #5 Moved by: Dan Seconded by: Joan

THAT Youth Ball Hockey is approved again for 2026 with a budget not to exceed \$5000.00.

9. 2026 Recreation Possible Events/Programs

EVENT	DATE	LEAD	BUDGET
Easter Drop	April 4,2026	Duncan	
Jail N Bail			
Movie Night			
Outdoor Dance ?	?	Leslie	
Fishing Derby?	?	Dan	
Golf Tournament		Craig	
Swim Lessons		Dan , Duncan,Ashley	
Halloween		Duncan	
Canada Day Soap Box Race		To be Discussed	
80,s roller skate		Leslie	



9. Fundraising Events Discussion:

50/50 draw , chase the Ace ...we are unable to get license through Rec committee, however we could maybe go through Lions or Fire Fighters or some such organization.

Craig to look into this.

Euchre Tournament to be planned by Duncan ...bar to be run by Leslie....date to be determined when hall is available...tentative Feb 28th.

Craig to organize Golf Tournament

Leslie to organize dance June or July outdoor

Suggested Tip tap program to be set up for different events like Egg drop , to allow people to donate to things easily

- cost initially is \$200.00 plus ongoing \$50.00 month

- 10\$. Tap amount

Motion #6 Moved by: Ashley Seconded by: Craig

-that fund raising events discussed be approved.

10. Recruitment

Discussion was that we have enough committee members at present and that

each event ,the lead will gather necessary people to run the event. However

we are always open to new people joining this committee.

11. Regular Meeting Dates

Motion #7 Moved by: Sandy. Seconded by: Joan.

THAT the 2026 meeting dates will be the 3rd Sunday of each month.

February 15

March 15

April 19

May 17

June 21
July 19
August 16
September 20
October 18
November 15
December 20

AND THAT the meetings will start at 9:00 AM at the NFTC unless otherwise stated.

District 3 Recreation Sub-Committee-Agenda

February 1st 2026

9:00 AM



Township Of Central Frontenac

1084 Elizabeth St. Sharbot Lake, ON K0H 2P0

OR

12. **Appointments**

Motion #8 Moved by: Dan Seconded by: Craig

THAT (no one wants to be) be appointed as the Chair for 2026 therefor we will take turns chairing meetings. Communication through emails to determine what needs to be discussed at each meeting as the time approaches.

THAT Craig Middleton be appointed as the Treasurer for 2026.

THAT Sandy Robertson. be appointed as the Secretary for 2026.

THAT Ashley and Dan be appointed as the Canteen Co-Ordinator for 2026.

THAT Ashley be appointed as the Social Media Lead for 2026.

Motion 9: Rec to have a Euchre tournament with a budget of \$1500.00.

Moved by Sandy and seconded by Dan

Motion 10: to spend up to \$500.00 on a Tip tap tapping tip device.

13. Round Table

Is it possible to get a blanket liquor license for the rink? Discussed. Leslie states that she doubts this.

How does the MNR decide what lakes are being stocked? Question to be proposed to council. Feeling is that public goes to fish in the North.

Committee member's names go on list, and others to bring forward names of people to go on list for volunteers of the year award (Wanda Henderson award). Names to go to Leslie. Executive vote on this before April 19th Central Rec Committee meeting.

Canada Day planning to start shortly says Leslie.

First aid offered to Rec Committee ...Should we pay for members or member to take first aid course. Duncan thinks township should pay for their volunteers.

Suggested that an AED (automatic external defibrillator) be at the rink and Pickleball courts. An ask from Central Frontenac Rec Committee to finance this through our budget? Leslie to do some research as others in Central Frontenac may want them as well at other rinks and recreational areas.

14. Adjournment

Motion #12 Moved by:Leslie :Seconded by: Duncan

THAT the meeting be adjourned until Feb 15,2026 at 9 a.m

District #4 Recreation Sub- Committee Meeting Minutes

Date: November 19, 2025

Requests to Township:

Request	Rationale	Previously Requested	New Request	Note or Amendment
Removal of cleaning material from the equipment room	Community Use	July 17 sept 18 Oct 16 Dec. 12 March 19		Bob will contact Bill Young about building storage under the bathroom sinks for cleaning product.
Ramps at Picadilly Hall	Health and Safety	August 21 Sept 18 Dec. 12		Still underway as of March

Attendance: Bob Teal, Christine Teal, Betty Babcock, Margo McCullough, Sarah McCullough, Liz Steele Drew, Becci Neadow, Tina Howes, Kyle Wood, Tracy Hole

Regrets: Nicki Gowdy, Nicki Le Clair, Lisa Hamilton, Kelly Wood

Agenda:

1) Acceptance of Minutes from previous meeting (October 15, 2025):

Motioned by Tina seconded by Margo.

2) Action items from previous meeting:

- A. **Hinchinbrooke school site follow up:** Meeting was held last weekend. There is a lot of damage to the school. There are visible holes in the foundation to the outside of the building. There will be another meeting on Saturday November 22nd at 1pm at Jessie Cronks if anyone would like to join. Discussion around requesting the township to put in writing the statement that the back 2 acres of the school property will be kept by the township for recreational purposes.
- B. **Canteen Supplies & Clean Up follow up:** Thank you Tina and Betty for doing the canteen cleanup. Bob got all the pop out and stored for winter. It was noted that the soap dispenser was malfunctioning.
- C. **Halloween Party follow up:** Held on Oct 18, 12 kids and 15 adults in attendance. It appeared to be a younger group than typical. Kids really enjoyed the hot dogs. Becci purchased 2 totes for storing the Halloween party supplies. She only ended up needing 1. The additional tote will be taken to the storage shed.

District #4 Recreation Sub- Committee Meeting Minutes

Date: November 19, 2025

- D. **Christmas Party:** Hall & Santa is booked. Margo will be putting posters up at Hopes and the post office. A poster has been dropped at the Library. Nicki L, Margo and Sarah are planning a day to shop for supplies. The poster will be posted on social media this week.
- E. **Christmas Vendor Event:** Reminder Bob is making soup, Tina is making Chili, Nicki L is making tea biscuits, Liz is doing buns. Becci will make a 2nd pot of Chili.
- F. **Items for Budget follow up:** We still have some money left in the budget for this year. Bob suggested getting some fine gravel for around the Pickle Ball Court, and sand for the baseball field. Discussion around purchasing trees to create some shade. Spoke about putting trees where the guard posts are by the canteen. Bob spoke about getting 15-20ft tall trees to plant, potentially Red Maples. Bob will get quotes for 6 Red Maple Trees. Discussion around purchasing benches to be placed by the pickle ball courts, Bob will get pricing. Discussion around purchasing a defibrillator to be used at the canteen. We will need approval to purchase and install a defibrillator. Bob will bring up defibrillators at Central Rec. We will also speak to Nicki G about this subject.
- G. **First Aid Course follow up:** Phillip looking into it.
- H. **Chinese Dinner & Quarter Auction:** Waiting to hear from Jade Gardens about the cost for food. 1 donation has come in. Christine has created the event page on Facebook for people to be aware of the event and how to purchase tickets (Jan 10 vendor event).
- I. **Volunteer List follow up:** Please look at the list that Christine sent out and make sure everyone is included.
- J. **Volunteer Dinner:** Bob is waiting to hear from Tim Cota about food. Tina has the hall booked for March 27th. Nicki G ordering the cake.

3) Treasurer's Report:

\$ 37,477.68 in account with Township

\$ 508.25 cash on hand

\$ 37, 985.93 in total

Motioned to accept treasurer's report by Tina seconded by Tracy .

4) New Items:

- a) **Slanted Pole at the Ball Diamond:** Bob received a quote from Frontenac Power for \$1,299.50 to straighten the right field light pole @ the Parham ballfield. We have requested Michael McGovern to issue payment and Bob will book for the work to be completed.

District #4 Recreation Sub- Committee Meeting Minutes

Date: November 19, 2025

- b) Resolution Run:** You can run or walk. All money raised will go to the food bank. The run/ walk is to take place on January 3, 2026. There will be a 1k, 2k or 5k. All Rec Committees to take part. There will be sponsor sheets for raising funds. There will be snacks at the OSO Hall. Looking for people to help set up and run the event. The Lions club has partnered with Central Rec to help run the event. No alternate date. Food bank donations will also be collected on the day of.
- c) Jan 10th Vendor Event:** Hall is booked. Event takes place from 10-2. Vendors being booked. Becci & Lisa will help sell auction tickets. Sarah will make a pot of Hamburger stew, Liz will make a pot of Chili, Tina will bring buns.
- d) December Meeting:** It was decided that the December 17th meeting will be cancelled. We will meet again on January 21, 2026. If anything comes up please send it out by email.

5) Adjournment:

Motioned by Tina seconded by Liz .

Action/Discussion items for next meeting: January 21, 2026 .

Completed Requests for Township:

Request	Rationale	Previously Requested	Completion	
Repairs on wooden bleachers	Health and Safety	August 16	October Bob and Stu	
Meeting with Conservation Authority regarding Tichborne Rink	Community Use	November 1 November 23	January 9	
Dedication Plaque for Tree for Mary Howes	Honour 15 years of volunteer service	August 16	April 14	
Request meeting place for rec committee	Community use	November 23 January 18	April 14	
Removal of extra garbage bins.	Community use and environment	June 21	July 16	
Mulch under playground	Health and Safety		July 19	

District #4 Recreation Sub- Committee Meeting Minutes

Date: November 19, 2025

Septic Tank Lids	Health and Safety	July 19 August 16 April 19	August	
Barrel bolts for women's washroom	Community Use	August 16	August	
Parking at the Parham Landing	Safety	September 20	September	
Grading of the track at the fairgrounds	Safety	September 20	September	
Request for funding for Tichborne Rink	Community Use	October 18 November 15	January 3	
Clean up of old fire hall	Safety and Community use	November 23 January 18 April 19, 2023 March 20, 2024	ongoing	
Post No Smoking signs	Health and Safety	January 17, 2024 February March 20 April 17 May 15	June 2024	
Repair outlet by canteen window	Health and Safety	arch 20, 2024 April 17 May 1	June 2024	
Collect garbage from bins at ballfield	Environmental	March 20, 2024 April 17	June 2024 Ongoing	
Boathouse ramp at Parham landing	Health and Safety	June 19	June 19	
Levelling under metal bleachers	Health and Safety	January 18 April 19 June 21 July 19 August 16 September 20	June 2024	
Outdoor bathroom facility	Community Use	September 20	May 2024	
Put gravel in the player dugouts	Health and Safety	August		Completed October 18.

District #4 Recreation Sub- Committee Meeting Minutes

Date: November 19, 2025

Assess posted signs (real estate, advertisements, etc.) at the intersections of Wagarville/Road 38 and Wagarville/ Long Lake Roads		March 20, 2024 April 17 May 15 June 19		Nicki will bring this up to Steve. There is no sign by-law. They will remove any derelict signs. Community members can remove signs and return. Completed Sept 18.
Cameras at the canteen angled towards the pickleball court	Community Use	June 19, 2024 July 17		Nicki will find out who is responsible. This will be going into next year's budget. Completed Sept 18
Provide contact information of Health and Safety Representatives and direction on how to and to whom to report issues		March 20, 2024 April 17 May 15 June 19 July 17 Sept 18 Dec, 12	Jan 15, 2025	Cathy MacMunn is to be the contact but we will need her contact information. Bob will bring to Central Meeting. 613-929-4809
Light bulbs replaced at Rink Warming Shack	Health and safety	Nov 14 Dec. 12		Completed Jan 15

Track graded/ or dragged	Community use	April 16		Bob discussing with Bill
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Incident Report Forms	Health and Safety	Feb 19 March 19		Discussion to take place at central Rec. Move to archive
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District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

Requests to Township:

Request	Rationale	Previously Requested	New Request	Note or Amendment

Attendance: Bob Teal, Christine Teal, Betty Babcock, Margo McCullough, Sarah McCullough, Becci Neadow, Tina Howes, Kyle Brown, Tracy Hole, Nicki Gowdy

Regrets: Nicki Le Clair, Lisa Hamilton, Liz Steele Drew

Agenda:

1) Acceptance of Minutes from previous meeting (Nov 19, 2025):

Motioned by Tina seconded by Margo .

2) Action items from previous meeting

- A. **Christmas Party Report:** Party went well. It was a storm so there was low attendance. Had a brunch with Santa. Parents and kids enjoyed all the activities. 12 Children and 12 parents in attendance.
- B. **Vendor Event Reports (Nov & Jan):** Both were great. The canteen did well at November event, 11 vendors. At the January event we had a bake table as a response to requests from the November event. Having the bake table makes a big difference in money made.
- C. **Items for Budget follow up re: defibulator:** Nicki G to check in about a defibrillator with the township. Nicki mentioned that Scott Reid often gives them out for free to communities. Nicki to follow up with Scott Reid.
- D. **First Aid Course follow up:** A few members are in need of the course. Bob will reach out to the other rec committees to see if they're interested in having their members take part. Discussion around getting Duncan McGregor to run the course. It was also brought up that members should get their Safe Food Handlers course if they do not already. The course can be taken online and the rec committee will reimburse you.
- E. **Chinese Dinner & Quarter Auction:** Food is ordered and the deposit has been paid. Volunteers for the event are lined up. Don't forget to make a baked item. Baked items are being sold for a dollar so please portion accordingly. We currently have 35 items. We would like 50 items. Please let us know if you have an item.

District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

- F. **Volunteer Dinner:** The dinner will be on March 27th. Tina has booked the C.E building. If you think of anyone who volunteered last year that isn't on the list please let Bob know.
- G. **Resolution Run Report:** 28 people ran raising \$1,100 for the food bank. All who partook seemed to enjoy the event. There was a 1km, 2km and 5km course. We hope to host it again next year, and plan to get advertisements out earlier.

3) Treasurer's Report:

\$ 34,705.82 in account with Township

\$ 513.53 cash on hand

\$ 35,219.40 in total

Motioned to accept treasurer's report by Tina seconded by Nicki G .

4) New Items:

a) Motions Made by Email:

- i) Motion to spend \$50 for the Resolution Run. *Motioned by Liz seconded by Christine.*
- ii) Motion to spend \$50 on peanut butter for the Peanut Butter Challenge and make a donation of \$50 to the North & Central Frontenac Food Bank. *Motioned by Lisa and seconded by Tina.*
- iii) Motion to spend \$50 on renting the CE Building for the Nov 27, 2025 Euchere Night. *Motioned by Lisa seconded by Christine.*
- iv) Motion to purchase a new muffler for the snowblower at an estimated cost of \$180.00. *Motioned by Liz seconded by Christine.*
 - (1) The snowblower will need to be taken for new belts and a tune up in the spring.
- v) Motion to spend up to \$100 on food trays for long time volunteer Bill Lowery's funeral reception. *Motioned by Liz seconded by Nicki G.*
- vi) Motion to provide \$30 in canteen vouchers and to purchase a big prize up to \$150 for the Chinese Dinner and Quarter Auction. *Motioned by Nicki G seconded by Becci.*

b) Orders Confirmed by Email:

District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

- i) Bob ordered new bases & pitchers mound for the ball field at Play it Again Sports in Kingston. The cost was \$665.00 plus tax.
- ii) Bob ordered 6 trees for the ball field to be delivered in the spring. The cost was \$1,650 plus tax. 1 tree is to be donated over to District 1 as a memorial tree for Wanda Harrison.
- c) **Yearly Events:** Please look at the yearly events we do and if you would like to run an event. We would like to get our dates booked and know who will lead each event.
- d) **Executive Positions:** We will be voting on executive positions. Please think about if you would like to take on an executive position. Please note we will be adding an Event Coordinator position to our executive roles.
- e) **Volunteer List:** List was reviewed at the meeting. Again if you think of anyone else to add to the list please let us know.

5) Adjournment:

Motioned by Tina seconded by Tracy.

Action/Discussion items for next meeting: February 18, 2026 .

Completed Requests for Township:

Request	Rationale	Previously Requested	Completion	
Repairs on wooden bleachers	Health and Safety	August 16	October Bob and Stu	
Meeting with Conservation Authority regarding Tichborne Rink	Community Use	November 1 November 23	January 9	
Dedication Plaque for Tree for Mary Howes	Honour 15 years of volunteer service	August 16	April 14	
Request meeting place for rec committee	Community use	November 23 January 18	April 14	
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District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

Septic Tank Lids	Health and Safety	July 19 August 16 April 19	August	
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Outdoor bathroom facility	Community Use	September 20	May 2024	
Put gravel in the player dugouts	Health and Safety	August		Completed October 18.

District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

Assess posted signs (real estate, advertisements, etc.) at the intersections of Wagarville/Road 38 and Wagarville/ Long Lake Roads		March 20, 2024 April 17 May 15 June 19		Nicki will bring this up to Steve. There is no sign by-law. They will remove any derelict signs. Community members can remove signs and return. Completed Sept 18.
Cameras at the canteen angled towards the pickleball court	Community Use	June 19, 2024 July 17		Nicki will find out who is responsible. This will be going into next year's budget. Completed Sept 18
Provide contact information of Health and Safety Representatives and direction on how to and to whom to report issues		March 20, 2024 April 17 May 15 June 19 July 17 Sept 18 Dec, 12	Jan 15, 2025	Cathy MacMunn is to be the contact but we will need her contact information. Bob will bring to Central Meeting. 613-929-4809
Light bulbs replaced at Rink Warming Shack	Health and safety	Nov 14 Dec. 12		Completed Jan 15

Track graded/ or dragged	Community use	April 16		Bob discussing with Bill
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Incident Report Forms	Health and Safety	Feb 19 March 19		Discussion to take place at central Rec. Move to archive
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Removal of cleaning material from the equipment room	Community Use	July 17 sept 18 Oct 16 Dec. 12 March 19		Bob will contact Bill Young about building storage under the bathroom sinks for cleaning product.
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District #4 Recreation Sub- Committee Meeting Minutes

Date: January 28, 2026

Ramps at Picadilly Hall	Health and Safety	August 21 Sept 18 Dec. 12		Still underway as of March
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**MINUTES OF THE CENTRAL FRONTENAC
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)
HELD ON JANUARY 7, 2026**

ROLL CALL:

MEMBERS: Lynn Klages, Susan Irwin, Duncan McGregor (left the meeting at 10:49 a.m.), Sara Carpenter.

REGRETS: Christine Butler, Derek Redmond, Davin Allan, Chris Nelson (staff).

1. CALL TO ORDER

Lynn Klages called the meeting to order at 10:08 a.m.

2. APPROVAL OF AGENDA

MOVED by D. McGregor, SECONDED by S. Irwin:

THAT the agenda be approved.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

None disclosed.

4. APPROVAL OF MINUTES

MOVED by D. McGregor, SECONDED by L. Klages:

THAT the minutes of the December 3, 2025 meeting of the Central Frontenac Economic Development Advisory Committee be approved.

CARRIED

5. BUSINESS ARISING

a. Environmental Scan

The Polar Plunge in support of the CF Railway Heritage Society has been postponed until Jan. 10 due to extreme cold. The owners of the new gym in SL

are hard at work preparing the facility for opening. Central Frontenac's 2026 volunteer appreciation event will be held during National Volunteer Week (April 19-25). The Frontenac Heritage Festival is Family Day weekend, with events and activities in and around Sharbot Lake from the evening of Friday, Feb. 13 through Sunday, Feb. 15.

b. Working Group Updates

D. McGregor proposed that the committee establish its priorities and working framework for 2026-2027. Since provincial elections will be held in the fall, there is some urgency to act before a new council is elected and committee activity is paused. This will be a topic at the next EcDev meeting.

i. Greening of Sharbot Lake // Enhance Visual Experience

S. Irwin reported that the October, 2025 contribution from the CF Economic Development Committee to Villages Beautiful – \$2,500 – has been advanced.

Cost estimates are needed for additional banner hardware, as well as for the production of attractive tourism banners for seasonal installation. C. Nelson will be asked to provide costing.

Public Works lacks the proper equipment to clear the gravel pedestrian walkway at Thomson's Cut, said S. Irwin. They are exploring alternatives.

ii. Staff Position/Partnerships

CF's Ec Dev committee will be partnering with NF's Economic Development Task Force at two trade shows this year. S. Carpenter will work with C. Nelson to organize the initial planning meeting for the joint working group.

C. Butler and S. Carpenter met virtually with Amy Hogue from OHTO (Ontario Highlands Tourism Organization) to discuss how our two organizations might work together on shared priorities. (See Visitor Attraction, *b. vii.*)

D. McGregor queried whether the Community Coordinator position might be reoriented to include more of the economic development duties of the job. L. Klages will chat about this with CAO Cathy MacMunn.

The committee agreed to hold additional meetings in the short term to

accelerate some of the committee's initiatives. The next meeting will be on Jan. 19 at 10:00 a.m. in the CF boardroom.

iii. Lake and Trail Interface

S. Irwin advised that Ec Dev's financial contribution to the CFRHS (Central Frontenac Railway Heritage Society) is awaiting some paperwork for processing.

Installation of the concrete curbs at the K&P trail in downtown SL is paused until spring; C. Nelson will coordinate the installation with Public Works and the CFRHS.

iv. Signage

L. Klages referenced a presentation she had shared with the committee in September entitled, *A Case for Branding Promoting Business and Tourism*. Members agreed that branding is an important economic driver for any municipality. Consulting firms are sometimes engaged to create comprehensive branding programs, potentially a worthwhile investment.

The committee has asked C. Nelson to present some preliminary design ideas for "Welcome to CF" signage, to be posted at entry points to the Township.

v. Volunteers

L. Klages reported that there will be a change of venue for the Township's 2026 Volunteer Appreciation event. Circle Square Ranch is being considered.

vi. Township Website

The Township has struck a committee to advise on CF website's redesign and ongoing content development and quality assurance. The committee will consist of CF staff, councillors, and members of the public. S. Irwin, S. Carpenter and C. Butler are participating. The project plan approved by Council calls for a beta version of the website to be ready by April 17, and deployment by May 12.

vii. Visitor Attraction

CF and NF have struck a working group to jointly design the booth for March and April's trade shows, develop promotional materials, decide on key messages, and work out logistics. The first meeting will be held as soon as a date can be finalized.

The shows are the Quinte Sportsman Boat and RV Show (March 13-15) and the Ottawa Outdoor and Adventure Travel Show (Apr. 25-26).

S. Carpenter and C. Butler connected virtually on December 15 with Amy Hogue, OHTO's digital content specialist. Amy and Kasey Rogerson, her Industry Development counterpart, are very open to coming to SL for a presentation on how business and tourism operators can leverage the reach of OHTO to promote their organizations. This might be of particular interest to the Sharbot Lake Business Group. S. Carpenter and C. Butler will take the first steps in organizing something for early April.

6. NEW/OTHER BUSINESS

a. Financial Update

After including approved expenditures, a balance of \$5,014 remains in the CF Economic Development committee's 2025-2026 budget, S. Carpenter reported. D. McGregor will request the transfer of these funds to reserves, to be used for municipal tourism-oriented signage projects.

L. Klages and D. McGregor noted that the 2026-2027 budget for the Central Frontenac Economic Development Advisory Committee was approved at Council at \$24,500.

7. NEXT MEETING

Monday, Jan. 19, 2026 at 10:00 a.m.

8. ADJOURNMENT

L. Klages adjourned the meeting at 11:20 a.m.

**MINUTES OF THE CENTRAL FRONTENAC
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)
HELD ON FEBRUARY 4, 2026**

ROLL CALL:

MEMBERS: Lynn Klages, Susan Irwin, Christine Butler, Sara Carpenter.

REGRETS: Davin Allan, Derek Redmond, Duncan McGregor.

STAFF PRESENT: Chris Nelson, Community Services Coordinator.

1. CALL TO ORDER

Lynn Klages called the meeting to order at 10:10 a.m.

2. APPROVAL OF AGENDA

Coordinator's Report was added under Business Arising as a new standing item.

MOVED by S. Carpenter, SECONDED by S. Irwin:

THAT the agenda be approved as amended.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

None disclosed.

4. APPROVAL OF MINUTES

A date correction was made on page 3.

MOVED by S. Irwin, SECONDED by C. Butler:

THAT the minutes of the January 19, 2026 meeting of the Central Frontenac Economic Development Advisory Committee be approved as amended.

CARRIED

5. BUSINESS ARISING

a. Environmental Scan

A road salt shortage reported in other municipalities hasn't affected CF so far. The Frontenac Heritage Festival will be held on Family Day Weekend, Feb. 13-15, with activities and events in SL and Arden. The Crossing Pub's music night Thursdays are becoming quite popular; they have introduced a Sunday brunch; more promotions and specials are planned. The Fall River Café appears to be closed for the winter; the small building adjacent to the restaurant has been sold.

b. Coordinator's Report

C. Nelson presented an updated version of the Staff Request Form and requested the committee's feedback. Chris agreed to incorporate a few suggestions and will add additional content in the coming month.

c. Working Group updates

i. Greening of Sharbot Lake / Enhance Visual Experience

S. Irwin and C. Butler shared a status report on the greening and beautification projects of 2025 that were undertaken by Villages Beautiful with the robust support of these two committee members. (See Appendix A.) Their collective accomplishments were impressive.

C. Butler asked C. Nelson if the Township could repost or share Villages Beautiful Facebook posts more often to help improve VB's reach throughout the township. Chris said he could definitely help with that.

ii. Staff position / Partnerships – deferred.

iii. Signage – deferred.

iv. Volunteers – deferred.

v. Township website – deferred.

vi. Visitor attraction – deferred.

d. EcDev Strategic Priorities for 2026-2027

When revisiting the priority-setting exercise from last year, C. Butler looked at items that the committee had not been able to pursue, to see if they might be candidates for activities in the coming year. S. Carpenter mentioned D. Allan's suggestion about EcDev potentially sponsoring regular educational events for the local business community. There was agreement about the need to strengthen ties with the Sharbot Lake Business Group. S. Carpenter asked C. Nelson for a copy of the BR+E manual (Business Retention & Expansion program from OMAFA) to see if elements of the program could be worthwhile to replicate in CF.

Given the absence of several committee members and the urgency of some trade show planning, L. Klages and C. Butler suggested revisiting strategic planning at the next meeting.

e. Trade Show Discussion

The committee explored options for equipment, promotional materials and supplies that will be needed for the upcoming trades shows. C. Nelson provided budget estimates. The trade show working group, consisting of CF and NF participants, will have a planning meeting in SL on Feb. 9.

MOVED by L. Klages, SECONDED by S. Carpenter:

THAT the Central Frontenac Economic Development Advisory Committee (EDAC), spend up to \$3,000, excluding HST, to exhibit at two trade shows in early 2026 to help attract more visitors to the area. Eligible costs include 50% of the booth rental (North Frontenac will share the booth and pay 50%), and expense reimbursement per CF's usual mileage and per diem rates for the CF staff and EDAC volunteers who will staff the booth. The two shows are the Quinte Sportsman Boat and RV Show in Belleville, March 13-15; and the Ottawa Outdoor + Adventure Travel Show, April 25-26.

CARRIED

MOVED by L. Klages, SECONDED by S. Irwin:

THAT the Central Frontenac Economic Development committee (EDAC) invest up to \$3,000, excluding HST, in CF-branded promotional materials, a mix of reusable items, CF-branded giveaways, and attractive handouts; promotional materials are intended to

amplify the Central Frontenac brand and showcase the area's singular natural beauty and character.

CARRIED

MOVED by L. Klages, SECONDED by S. Irwin:

THAT for Central Frontenac Township's attractive and professional public image to be supported by strong visual communication from staff, appropriate graphic design software is needed. EDAC supports CF Township's procurement of graphic design software for staff use, for example Canva Pro, which is widely used and reasonably priced.

CARRIED

6. NEW/OTHER BUSINESS

a. N/A

7. NEXT MEETING

Wednesday, March 4, 2026, at 10:00 a.m.

8. ADJOURNMENT

L. Klages adjourned the meeting at 12:06 p.m.

APPENDIX A

2025 Status Report re: DTR Goals: Greening of Sharbot Lake Village

1. Establishing a Relationship with Villages Beautiful

- A collaborative working relationship has been established to support the gardening initiatives of Villages Beautiful throughout the Township, as well as its annual Festival of Trees event in Sharbot Lake.
- Villages Beautiful Contact: Debbie Waite: dsw.261@gmail.com
- Outreach and support was very much appreciated by Villages Beautiful!

2. Embracing an annual beautification project: consistent themes/ plants throughout the village

- In consultation with Villages Beautiful and Sharbot Lake Area Businesses a red and white planting theme was adopted and readily embraced by participants to display our Canadian National Pride
- Financial Support of \$3,500 was allocated for the purchase of self-watering planters and hanging baskets on the causeway and to assist area businesses. \$2,644 was spent. Note: 2 “urn” type self-watering planters located at Sharbot Lake Beach will need to be replaced. They went astray when construction of the new washroom commenced and have not been found.
- The purchase of plants from local vendors such as Goodfellows Flowers and 1010 Lawn & Garden Centre, was encouraged. Vendors embraced the planting theme ordering red and white flowering plants for purchase.
- A grant of \$2,500 was made to Villages Beautiful to support the 25th anniversary of the Festival of Trees. Numerous businesses contributed gift baskets, tree decorations and gift certificates to make the event a great success.

3. Supporting tree planting

- Per the DTR at p. 28: “A Steering Committee for “Greening the Park” was established in 2022” with tree planting occurring the same year.
- The DTR (p.28) also records: “A broader “Vision of Trees” proposal including a list of diverse species and various placements throughout the village has been shared with the Management Group for consideration”. Efforts to track down the “Vision of Trees” proposal which included outreach to Bill Bowick, Cheryl Matson and Alison Robinson, proved

APPENDIX A

unsuccessful. Cheryl, however, recommended keeping things simple with a focus on native species.

- A decision was made to focus on the beautification project, rather than trees, for 2025.

4. Maintaining Greenery: Liaise with Public Works re watering/ maintenance contracts, and budget

Volunteers with Villages Beautiful took responsibility for public area plantings, garden maintenance and watering except for the causeway hanging baskets. Watering of the causeway hanging baskets was included in the Township maintenance contract with Jeff Hamilton in 2025 following Susan's negotiations with Township staff. Negotiations are currently underway for the 2026 maintenance contract to include watering of all public area gardens, planters and baskets in the village that were watered in 2025 by Villages Beautiful volunteers. Details of the number and location of planters etc., as well as anticipated watering frequency, have been shared by Susan with Public Works and the CAO.

Businesses and organizations assumed responsibility for planters at their locations.

5. Engaging volunteers, businesses, and organizations

We've had an overwhelmingly positive response to our downtown greening efforts. Businesses, churches, non-profits, schools, residents, and public spaces across the south end (from Robinson Excavation to the north gas stations) and key community locations—including Fossey Park, the Medical Centre, Government Dock, Thompson's Cut, Mason's, the Pickleball area, and more—have been included and were enthusiastic about participating.

Local vendors were fully on board and ordered appropriate flowers and provided pricing. We found some businesses were happy to water, some prefer support with watering, some were paying for flowers themselves, and others don't require assistance—showing strong community buy-in at all levels.

The initiative has also gained broader momentum, with Lesley Merrigan expressing interest in expanding the project across all of Central Frontenac through Recreation Committee involvement. Additionally, Jeff Green published an article highlighting the initiative, and funding will be supported through the Economic Development budget.

Villages beautiful led the way by actively posting about growing their group and looking for volunteers. Their group organized working parties where the different locations were tackled and maintained.



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: 51-2026
DATE: March 24, 2026
FROM: J. Michael McGovern, Treasurer
PREPARED BY: J. Michael McGovern, Treasurer
RE: Accounts Payable Report

RECOMMENDATION

THAT Council receive the Accounts Payable Report (Cheque Distribution) in the amount of \$1,594,121.04 as prepared by the Treasurer, for information;

BACKGROUND

Invoices are routinely received, processed, and paid regularly, typically on a bi-weekly basis

DISCUSSION

Invoice details are available from the Treasurer at the office. Please call in advance of the meeting for any information.

STRATEGIC PLAN PRIORITY

Sustainable Core Services are at the heart of our commitment. We will ensure that essential services remain efficient and accessible, enabling our community's sustainable growth.

FINANCIAL IMPLICATIONS

The municipality's cash position is sufficient to cover these invoice payments.

ATTACHMENTS/REFERENCES

Cheque Distribution Reports.

TOWNSHIP OF CENTRAL FRONTENAC
Treasurer's Report
ACCOUNTS PAYABLE

2026-03-11

TOTAL A/P Cash Requirements

\$1,594,121.04 to be approved by Council

Date

February 27, 2026 \$ 926,737.60
 March 11, 2026 \$ 667,383.44

DISTRIBUTION	Total	\$	1,594,121.04
General Government		\$	-
Council		\$	-
General Administration		\$	621,283.40
Technology		\$	-
911 Civic Addressing		\$	4,026.30
Central Frontenac Fire		\$	69,082.06
Emergency Measures		\$	-
Conservation Authorities		\$	18,834.32
Policing		\$	108,689.56
Fenceviewers		\$	-
Animal Control		\$	-
Livestock Losses		\$	-
Building Department		\$	10,813.43
Facilities Coordinator/Septic program		\$	2,274.46
By-law Enforcement		\$	3,452.67
Roads Department		\$	560,492.78
Streetlighting		\$	-
Waste Disposal		\$	7,311.94
Cemeteries		\$	7,287.93
Helipad		\$	-
Medical Centre		\$	-
Recreation		\$	88,805.86
Other Cultural		\$	194.12
Planning		\$	12,346.21
Economic Development/Festival		\$	-
Municipal Drain		\$	-
HST Rebate(100% Gst, 78% Pst)		\$	79,226.00

Township of Central Frontenac
CHEQUE DISTRIBUTION REPORT

Ranges:	From:	To:
Vendor ID:	First	Last
Vendor Name:	First	Last
Cheque Date:	2026-02-27	2026-02-27
Sorted By:	Vendor Name	

Distribution Types Included: **AVAIL, TAKEN, FNCHG, PURCH, TRADE, MISC, FREIGHT, TAXES, WRITE
 UNIT, ROUND, RZGAIN, RZLOSS**

Cheque Number	Date	Department	Document Number	Document Amount
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Vendor:	2BDE001	2B Developments		
EFT000000007050	2026-02-27	Administration	3017-03	\$17,854.00
Total For Vendor 2BDE001 2B Developments				\$17,854.00

Vendor:	AGOI001	AGO Industries Inc		
EFT000000007051	2026-02-27	Administration	1213957	\$166.56
Total For Vendor AGOI001 AGO Industries Inc				\$166.56

Vendor:	AJST001	A.J. Stone Company Ltd		
EFT000000007052	2026-02-27	Administration	0000197889	\$79.10
Total For Vendor AJST001 A.J. Stone Company Ltd				\$79.10

Vendor:	ALGO001	Algonquin And Lakeshore		
EFT000000007053	2026-02-27	General Government	MARCH 2026 LEVY	\$31,906.87
Total For Vendor ALGO001 Algonquin And Lakeshore				\$31,906.87

Vendor:	ATKI001	Atkinsrealis Canada		
030238	2026-02-27	Administration	1776596	\$452.00
Total For Vendor ATKI001 Atkinsrealis Canada				\$452.00

Vendor:	BELL001	Bell Canada		
030239	2026-02-27	Administration	6133355713 FEB 26	\$109.32
030239	2026-02-27	Administration	6133352140 FEB 26	\$104.32
030239	2026-02-27	Administration	6133353862 FEB 26	\$107.47
030239	2026-02-27	Administration	6133355713 JAN 26	\$106.23
030239	2026-02-27	Administration	6133353862 JAN 26	\$104.43
030239	2026-02-27	Administration	528888063 JAN 26	\$255.38
030239	2026-02-27	Administration	6133352140 JAN 26	\$101.37
Total For Vendor BELL001 Bell Canada				\$888.52

Vendor:	BERT004	Marlene Bertrim		
030246	2026-02-27	Recreation & Cultural Services	FEB 24 2026	\$346.91

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor BERT004 Marlene Bertrim				\$346.91	
Vendor: CARK001 Car Keys Express					
030240	2026-02-27	Administration	CKE-3113296	\$442.40	
Total For Vendor CARK001 Car Keys Express				\$442.40	
Vendor: CINT001 CINTAS					
EFT000000007054	2026-02-27	Administration	4255660443	\$171.88	
EFT000000007054	2026-02-27	Administration	4256417217	\$171.88	
EFT000000007054	2026-02-27	Administration	4257187603	\$171.88	
EFT000000007054	2026-02-27	Administration	4258676672	\$226.29	
EFT000000007054	2026-02-27	Administration	4259398738	\$171.88	
Total For Vendor CINT001 CINTAS				\$913.81	
Vendor: COMM004 Community Living					
EFT000000007055	2026-02-27	Recreation & Cultural Services	2026-02	\$1,500.00	
EFT000000007055	2026-02-27	Recreation & Cultural Services	2026-03	\$1,500.00	
Total For Vendor COMM004 Community Living				\$3,000.00	
Vendor: CONS001 Conseil Des Ecoles Publiques					
EFT000000007056	2026-02-27	General Government	MARCH 26 LEVY	\$2,143.53	
Total For Vendor CONS001 Conseil Des Ecoles Publiques				\$2,143.53	
Vendor: CONS002 Conseil Scolaire Catholique Du					
EFT000000007057	2026-02-27	General Government	MARCH 26 LEVY	\$2,305.51	
Total For Vendor CONS002 Conseil Scolaire Catholique D				\$2,305.51	
Vendor: COUN001 County Of Frontenac					
EFT000000007058	2026-02-27	General Government	IVC00000000066981	\$60,440.81	
EFT000000007058	2026-02-27	Administration	IVC00000000066972	\$906.83	
EFT000000007058	2026-02-27	Administration	IVC00000000066971	\$1,774.88	
EFT000000007058	2026-02-27	Administration	IVC00000000066978	\$688.68	
EFT000000007058	2026-02-27	Administration	IVC00000000066979	\$180.79	
Total For Vendor COUN001 County Of Frontenac				\$63,991.99	
Vendor: CREI001 CREIGHTON					
EFT000000007059	2026-02-27	Administration	INV330957	\$2,324.08	
EFT000000007059	2026-02-27	Administration	INV330581	\$3,141.40	
EFT000000007059	2026-02-27	Administration	INV331154	\$1,864.50	

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor CREI001 CREIGHTON				\$7,329.98	
Vendor: CULL001 Culligan Ottawa Water Conditioning					
EFT000000007060	2026-02-27	Administration	37105TP	\$66.22	
EFT000000007060	2026-02-27	Administration	37104TP	\$88.22	
EFT000000007060	2026-02-27	Administration	573371TP	\$90.22	
EFT000000007060	2026-02-27	Administration	57352TP	\$36.97	
Total For Vendor CULL001 Culligan Ottawa Water Conditi				\$281.63	
Vendor: DICO001 ACC Haulage Dicola Water					
EFT000000007061	2026-02-27	Administration	0085911	\$339.00	
Total For Vendor DICO001 ACC Haulage Dicola Water				\$339.00	
Vendor: E360S01 E 360 Solutions					
EFT000000007062	2026-02-27	Administration	1050003-0000186198	\$502.18	
Total For Vendor E360S01 E 360 Solutions				\$502.18	
Vendor: EARL001 Earl Rosebush Fuels					
EFT000000007063	2026-02-27	Administration	403255	\$291.02	
Total For Vendor EARL001 Earl Rosebush Fuels				\$291.02	
Vendor: FIRE004 Fireservice Management Ltd					
EFT000000007064	2026-02-27	Protection Services	457880	\$142.38	
EFT000000007064	2026-02-27	Protection Services	457758	\$87.58	
Total For Vendor FIRE004 Fireservice Management Ltd				\$229.96	
Vendor: FIRE007 Firehouse Subs Public Safety Foundation of Canada					
030241	2026-02-27	Administration	REBATE	\$4,413.95	
Total For Vendor FIRE007 Firehouse Subs Public Safety				\$4,413.95	
Vendor: FLIE001 Flieler, Elaine					
EFT000000007065	2026-02-27	Administration	115	\$565.00	
EFT000000007065	2026-02-27	Administration	114	\$753.32	
Total For Vendor FLIE001 Flieler, Elaine				\$1,318.32	
Vendor: FLUE001 Fluent Information Management Systems Inc					
030242	2026-02-27	Administration	INV-10577	\$2,034.00	

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor FLUE001 Fluent Information Managem				\$2,034.00	
Vendor: GINC001 Gincor Industries					
EFT000000007066	2026-02-27	Administration	97219	\$1,087.03	
EFT000000007066	2026-02-27	Administration	97115	\$469.75	
Total For Vendor GINC001 Gincor Industries				\$1,556.78	
Vendor: GREG001 Greer Galloway Consulting Engineers					
EFT000000007067	2026-02-27	Administration	47836	\$1,584.05	
EFT000000007067	2026-02-27	Administration	48105	\$2,118.75	
Total For Vendor GREG001 Greer Galloway Consulting En				\$3,702.80	
Vendor: HOLE002 Hole, Branden					
EFT000000007068	2026-02-27	Protection Services	FEB 7 2026	\$92.29	
Total For Vendor HOLE002 Hole, Branden				\$92.29	
Vendor: INTE002 International Coat of Arms					
030243	2026-02-27	Administration	29136	\$610.20	
Total For Vendor INTE002 International Coat of Arms				\$610.20	
Vendor: J&JL001 J & J Landscaping					
EFT000000007069	2026-02-27	Administration	RB17192746863	\$2,029.48	
Total For Vendor J&JL001 J & J Landscaping				\$2,029.48	
Vendor: JEFF001 Jeff's Auto Glass (Uniglas)					
EFT000000007070	2026-02-27	Administration	3035-411549	\$1,067.79	
Total For Vendor JEFF001 Jeff's Auto Glass (Uniglas)				\$1,067.79	
Vendor: KENN004 Kennebec Tree & Lawn					
EFT000000007071	2026-02-27	Administration	2026009	\$678.00	
EFT000000007071	2026-02-27	Administration	2026008	\$423.75	
Total For Vendor KENN004 Kennebec Tree & Lawn				\$1,101.75	
Vendor: KING002 Kingston Humane Society					
EFT000000007072	2026-02-27	Protection Services	811339	\$532.20	
Total For Vendor KING002 Kingston Humane Society				\$532.20	

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Vendor: KROW002 Krown Rust Control (kingsotn)					
030244	2026-02-27	Administration	146-241589		\$452.00
Total For Vendor KROW002 Krown Rust Control (kingsot					\$452.00

Vendor: KSWI001 K & S Windsor Salt Ltd					
EFT000000007073	2026-02-27	Administration	5300772808		\$11,533.97
EFT000000007073	2026-02-27	Administration	5300773365		\$5,664.36
EFT000000007073	2026-02-27	Administration	5300773433		\$4,753.14
EFT000000007073	2026-02-27	Administration	5300774625		\$4,840.71
EFT000000007073	2026-02-27	Administration	5300772271		\$4,963.85
EFT000000007073	2026-02-27	Administration	5300775129		\$4,796.92
EFT000000007073	2026-02-27	Administration	53004776070		\$5,154.02
EFT000000007073	2026-02-27	Administration	5300776755		\$4,906.38
EFT000000007073	2026-02-27	Administration	5300777407		\$5,275.79
EFT000000007073	2026-02-27	Administration	5300778118		\$4,788.71
EFT000000007073	2026-02-27	Administration	5300778051		\$5,575.43
Total For Vendor KSWI001 K & S Windsor Salt Ltd					\$62,253.28

Vendor: LEDU001 Mario Leduc					
030245	2026-02-27	Protection Services	BUILD REFUND		\$600.00
Total For Vendor LEDU001 Mario Leduc					\$600.00

Vendor: LEVA001 Levac Propane Inc					
EFT000000007074	2026-02-27	Administration	2123279		\$1,802.80
EFT000000007074	2026-02-27	Administration	2120851		\$4,404.80
EFT000000007074	2026-02-27	Administration	2122682		\$1,822.53
EFT000000007074	2026-02-27	Administration	2147405		\$736.97
EFT000000007074	2026-02-27	Administration	2142789		\$816.84
EFT000000007074	2026-02-27	Administration	2083353		\$476.06
EFT000000007074	2026-02-27	Administration	2142781		\$2,147.34
EFT000000007074	2026-02-27	Administration	2141260		\$1,624.44
EFT000000007074	2026-02-27	Administration	2063288		\$1,393.08
EFT000000007074	2026-02-27	Administration	M000893		\$2,496.94
EFT000000007074	2026-02-27	Administration	2063289		\$1,085.38
EFT000000007074	2026-02-27	Administration	2115061		\$711.36
EFT000000007074	2026-02-27	Administration	2113543		\$835.14
EFT000000007074	2026-02-27	Administration	2121753		\$688.92
Total For Vendor LEVA001 Levac Propane Inc					\$21,042.60

Vendor: LIME001 Limestone District School Board					
EFT000000007075	2026-02-27	General Government	MARCH 2026 LEVY		\$414,585.54
Total For Vendor LIME001 Limestone District School Bo					\$414,585.54

Vendor: MANU001 Manulife Financial					
EFT000000007076	2026-02-27	General Government	MANULIFE MAR 26		

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor MANU001 Manulife Financial				\$24,376.98	
Vendor: MCCU004 Sarah McCullough					
030253	2026-02-27	Recreation & Cultural Services	FEB 25 26	\$100.00	
Total For Vendor MCCU004 Sarah McCullough				\$100.00	
Vendor: MESS001 Messer Canada Inc (formerly Linde)					
EFT000000007077	2026-02-27	Administration	2108300119	\$336.94	
EFT000000007077	2026-02-27	Protection Services	2109871322	\$721.35	
Total For Vendor MESS001 Messer Canada Inc (formerly				\$1,058.29	
Vendor: MIKE001 Mike Dean Super Food Stores					
EFT000000007078	2026-02-27	Administration	JANUARY 2026	\$887.68	
Total For Vendor MIKE001 Mike Dean Super Food Stores				\$887.68	
Vendor: MISS001 Mississippi Valley Cons Author					
EFT000000007079	2026-02-27	Protection Services	CF LEVY 2026	\$18,834.32	
Total For Vendor MISS001 Mississippi Valley Cons Auth				\$18,834.32	
Vendor: MLSU001 M & L Supply					
EFT000000007080	2026-02-27	Administration	029658	\$2,680.78	
EFT000000007080	2026-02-27	Administration	030024	\$2,266.42	
Total For Vendor MLSU001 M & L Supply				\$4,947.20	
Vendor: NEDO002 Nedow, Crystal					
EFT000000007081	2026-02-27	Administration	FEB 4 2026	\$454.80	
Total For Vendor NEDO002 Nedow, Crystal				\$454.80	
Vendor: OMER001 OMERS					
EFT000000007082	2026-02-27	Administration	OMERS JANUARY 2026	\$39,163.62	
EFT000000007082	2026-02-27	Administration	OMERS FEBRUARY 2026	\$38,069.72	
Total For Vendor OMER001 OMERS				\$77,233.34	
Vendor: ONTA001 Ontario Association Of Fire Chiefs					
EFT000000007083	2026-02-27	Administration	67758	\$28.25	
Total For Vendor ONTA001 Ontario Association Of Fire C				\$28.25	

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Vendor: PATS001 Pat's Radiator Service Ltd					
EFT000000007084	2026-02-27	Administration	166448	\$1,302.03	
Total For Vendor PATS001 Pat's Radiator Service Ltd				\$1,302.03	
Vendor: PETR002 Petro Canada Sharbot Lake					
030248	2026-02-27	Administration	223588	\$4.51	
Total For Vendor PETR002 Petro Canada Sharbot Lake				\$4.51	
Vendor: PITN001 Pitney Bowes Global Credit Services					
EFT000000007085	2026-02-27	Administration	1028524396	\$1,856.59	
EFT000000007085	2026-02-27	Administration	3202687156	\$945.47	
Total For Vendor PITN001 Pitney Bowes Global Credit S				\$2,802.06	
Vendor: PRIN001 Princess Auto					
EFT000000007086	2026-02-27	Administration	44262	\$1,463.04	
EFT000000007086	2026-02-27	Administration	3692905	\$420.50	
EFT000000007086	2026-02-27	Administration	3712614	\$746.15	
Total For Vendor PRIN001 Princess Auto				\$2,629.69	
Vendor: PURO001 Purolator Courier Ltd					
030249	2026-02-27	Administration	595254853	\$126.47	
Total For Vendor PURO001 Purolator Courier Ltd				\$126.47	
Vendor: RECE006 Receiver General For Canada - Radio License					
030250	2026-02-27	Transportation Services	20260027163	\$1,519.52	
030250	2026-02-27	Protection Services	20260028093	\$3,316.08	
Total For Vendor RECE006 Receiver General For Canada				\$4,835.60	
Vendor: RECE013 Receiver General Of Canada (Garnishee)					
030251	2026-02-27	Administration	FEB 24 2026	\$595.66	
Total For Vendor RECE013 Receiver General Of Canada (\$595.66	
Vendor: REVE001 Revell Ford Lincoln					
030252	2026-02-27	Administration	SO# 588257	\$3,071.25	
030252	2026-02-27	Administration	236038	\$225.88	
030252	2026-02-27	Administration	235787	\$380.79	
Total For Vendor REVE001 Revell Ford Lincoln				\$3,677.92	

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Vendor: RICO0001 Ricoh Canada Inc.					
EFT000000007087	2026-02-27	Administration	SCO95125960	\$68.78	
EFT000000007087	2026-02-27	Administration	SCO95162429	\$109.00	
EFT000000007087	2026-02-27	Administration	SCO95178895	\$863.18	
Total For Vendor RICO0001 Ricoh Canada Inc.				\$1,040.96	
<hr/>					
Vendor: RUSH001 Rush Truck Centres (formerly Tallman)					
EFT000000007088	2026-02-27	Administration	3044956694	\$155.23	
EFT000000007088	2026-02-27	Administration	3044712004	\$4,166.61	
EFT000000007088	2026-02-27	Administration	3044729772	\$564.43	
EFT000000007088	2026-02-27	Administration	3044694885	\$1,003.16	
EFT000000007088	2026-02-27	Administration	3045042656	\$10.80	
EFT000000007088	2026-02-27	Administration	3044932012	\$1,400.43	
Total For Vendor RUSH001 Rush Truck Centres (formerly				\$7,300.66	
<hr/>					
Vendor: SAND001 Sands Canada Inc.,					
EFT000000007089	2026-02-27	Administration	00732159	\$230.96	
Total For Vendor SAND001 Sands Canada Inc.,				\$230.96	
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Vendor: SIGN001 SignDesign					
EFT000000007090	2026-02-27	Administration	15647	\$433.92	
Total For Vendor SIGN001 SignDesign				\$433.92	
<hr/>					
Vendor: SIMM001 Simmons Plumbing and Pumps					
030254	2026-02-27	Administration	8284	\$553.70	
030254	2026-02-27	Administration	8303	\$2,878.11	
Total For Vendor SIMM001 Simmons Plumbing and Pumps				\$3,431.81	
<hr/>					
Vendor: STIN003 W.O. Stinson & Sons Ltd					
EFT000000007091	2026-02-27	Administration	34001785	\$2,598.94	
EFT000000007091	2026-02-27	Administration	34001843	\$2,844.21	
EFT000000007091	2026-02-27	Administration	34001842	\$1,703.71	
EFT000000007091	2026-02-27	Administration	34001970	\$3,079.40	
EFT000000007091	2026-02-27	Administration	34001774	\$4,116.82	
EFT000000007091	2026-02-27	Administration	34001837	\$2,113.97	
EFT000000007091	2026-02-27	Administration	34001962	\$2,699.85	
EFT000000007091	2026-02-27	Administration	34001961	\$2,984.33	
EFT000000007091	2026-02-27	Administration	34001960	\$542.69	
EFT000000007091	2026-02-27	Administration	34001955	\$4,405.45	
EFT000000007091	2026-02-27	Administration	34001954	\$1,913.56	
EFT000000007091	2026-02-27	Administration	34001821	\$4,203.74	
EFT000000007091	2026-02-27	Administration	34001938	\$6,363.88	
EFT000000007091	2026-02-27	Administration	34001885	\$5,381.20	
EFT000000007091	2026-02-27	Administration	34001884	\$2,861.07	
EFT000000007091	2026-02-27	Administration	34001872		

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
EFT000000007091	2026-02-27	Administration	34001795		\$932.71
EFT000000007091	2026-02-27	Administration	34001894		\$6,093.19
EFT000000007091	2026-02-27	Administration	34001893		\$1,021.23
EFT000000007091	2026-02-27	Administration	34001765		\$2,885.00
EFT000000007091	2026-02-27	Administration	34001764		\$1,028.22
EFT000000007091	2026-02-27	Administration	34001727		\$1,906.88
EFT000000007091	2026-02-27	Administration	34001959		\$1,659.63
EFT000000007091	2026-02-27	Administration	483028538		\$758.59
EFT000000007091	2026-02-27	Administration	461005961		\$455.20
EFT000000007091	2026-02-27	Administration	94005025		\$2,450.74
EFT000000007091	2026-02-27	Administration	94005044		\$3,835.56
EFT000000007091	2026-02-27	Administration	461006267		\$266.42
EFT000000007091	2026-02-27	Administration	108002630		\$446.55
EFT000000007091	2026-02-27	Administration	108002871		\$542.95
EFT000000007091	2026-02-27	Administration	108002861		\$525.65
Total For Vendor STIN003 W.O. Stinson & Sons Ltd					\$72,985.29

Vendor: TAYL002 Taylor Auto Mall

030255	2026-02-27	Administration	18188	\$376.31
Total For Vendor TAYL002 Taylor Auto Mall				\$376.31

Vendor: THEF001 The Frontenac News

EFT000000007092	2026-02-27	Administration	84581	\$1,209.73
EFT000000007092	2026-02-27	Administration	84579	\$620.78
Total For Vendor THEF001 The Frontenac News				\$1,830.51

Vendor: THEO001 The Ontario Aggregate Resources Corporation

030256	2026-02-27	Transportation Services	26-237348	\$1,095.83
030256	2026-02-27	Transportation Services	24-237697	\$789.00
030256	2026-02-27	Transportation Services	24-237698	\$1,284.89
030256	2026-02-27	Transportation Services	26-237354	\$848.00
Total For Vendor THEO001 The Ontario Aggregate Resou				\$4,017.72

Vendor: THEP001 The Public Sector Digest (PSD Citywide Inc)

EFT000000007093	2026-02-27	Administration	26018	\$254.25
Total For Vendor THEP001 The Public Sector Digest (PSI				\$254.25

Vendor: THOM002 Thomson Reuters

030257	2026-02-27	Administration	853236082	\$221.55
030257	2026-02-27	Administration	853235958	\$132.93
Total For Vendor THOM002 Thomson Reuters				\$354.48

Vendor: THUN001 Thunder Graphics Inc

EFT000000007094	2026-02-27	Administration	225510	
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**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
		Total For Vendor	THUN001 Thunder Graphics Inc	\$3,566.28	
Vendor:	TOWN007	Town & Country Electrical Contractors Ltd			
EFT000000007095	2026-02-27	Administration	2569	\$1,394.74	
		Total For Vendor	TOWN007 Town & Country Electrical Co	\$1,394.74	
Vendor:	UNIV001	Universal Supply Group (Quinte/Napa/Fraction/CMax			
EFT000000007096	2026-02-27	Administration	332121051	\$2,619.13	
		Total For Vendor	UNIV001 Universal Supply Group (Quir	\$2,619.13	
Vendor:	VALL002	Valley Plumbing & Water Treatment			
EFT000000007097	2026-02-27	Administration	113706	\$377.42	
		Total For Vendor	VALL002 Valley Plumbing & Water Trea	\$377.42	
Vendor:	WSIB001	WSIB			
030258	2026-02-27	Protection Services	WSIB FEB 2026	\$14,918.00	
030258	2026-02-27	Protection Services	WSIB JAN 2026	\$15,365.05	
		Total For Vendor	WSIB001 WSIB	\$30,283.05	
Vendor:	WSPC001	WSP Canada Inc.			
EFT000000007098	2026-02-27	Administration	20341828	\$357.36	
		Total For Vendor	WSPC001 WSP Canada Inc.	\$357.36	
Vendor:	YOUN006	D.G. Younge Cemetery Services			
		Total For Vendor	YOUN006 D.G. Younge Cemetery Servic	\$1,130.00	
GRAND TOTAL				\$926,737.60	

Township of Central Frontenac
CHEQUE DISTRIBUTION REPORT

Ranges:	From:	To:
Vendor ID:	First	Last
Vendor Name:	First	Last
Cheque Date:	2026-03-11	2026-03-11
Sorted By:	Vendor Name	

Distribution Types Included: **AVAIL, TAKEN, FNCHG, PURCH, TRADE, MISC, FREIGHT, TAXES, WRITE
 UNIT, ROUND, RZGAIN, RZLOSS**

Cheque Number	Date	Department	Document Number	Document Amount
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Vendor:	ADVA002	Advanced Janitorial & Property		
030259	2026-03-11	Administration	CFFJANITORIAL:0226	\$1,153.17
Total For Vendor ADVA002 Advanced Janitorial & Proper				\$1,153.17

Vendor:	AJST001	A.J. Stone Company Ltd		
EFT000000007100	2026-03-11	Administration	0000198149	\$3,367.40
EFT000000007100	2026-03-11	Administration	0000198159	\$309.28
EFT000000007100	2026-03-11	Administration	0000198523	\$1,406.00
Total For Vendor AJST001 A.J. Stone Company Ltd				\$5,082.68

Vendor:	BELL001	Bell Canada		
030260	2026-03-11	Administration	6133353862JAN16	\$104.43
030260	2026-03-11	Administration	6133352140JAN16	\$101.37
030260	2026-03-11	Administration	528888063FEB10	\$510.76
Total For Vendor BELL001 Bell Canada				\$716.56

Vendor:	BLAC001	Black Dog Tire & Lubricants Ltd,		
EFT000000007101	2026-03-11	Administration	IK0082156	\$915.71
EFT000000007101	2026-03-11	Administration	IK0082698	\$1,985.34
EFT000000007101	2026-03-11	Protection Services	IK0082155	\$496.27
Total For Vendor BLAC001 Black Dog Tire & Lubricants L				\$3,397.32

Vendor:	BRIS001	J.R. Brisson (Tera Pro)		
030265	2026-03-11	Administration	PSO276278-1	\$3,560.61
Total For Vendor BRIS001 J.R. Brisson (Tera Pro)				\$3,560.61

Vendor:	CANA006	Canadian Pacific Railway Co.		
EFT000000007102	2026-03-11	Transportation Services	1000-0011174494	\$1,210.50
EFT000000007102	2026-03-11	Transportation Services	1000-0011174524	\$769.00
Total For Vendor CANA006 Canadian Pacific Railway Co.				\$1,979.50

Vendor:	CINT001	CINTAS		
EFT000000007103	2026-03-11	Administration	4260912587	\$171.88

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
EFT000000007103	2026-03-11	Administration	4260299227	\$171.88	
EFT000000007103	2026-03-11	General Government	4259398611	\$1,370.84	
Total For Vendor CINT001 CINTAS				\$1,714.60	
Vendor:	CITY004	City of Kingston Fire & Rescue-Training			
030261	2026-03-11	Administration	IN-0049256	\$4,679.39	
Total For Vendor CITY004 City of Kingston Fire & Rescu				\$4,679.39	
Vendor:	COLV001	Colvoy Equipment			
EFT000000007104	2026-03-11	Administration	8170	\$2,778.78	
Total For Vendor COLV001 Colvoy Equipment				\$2,778.78	
Vendor:	COXD002	Cox, David			
030262	2026-03-11	Transportation Services	02262026	\$400.00	
Total For Vendor COXD002 Cox, David				\$400.00	
Vendor:	CREI001	CREIGHTON			
EFT000000007105	2026-03-11	Administration	INV334449	\$542.40	
Total For Vendor CREI001 CREIGHTON				\$542.40	
Vendor:	CULL001	Culligan Ottawa Water Conditioning			
EFT000000007106	2026-03-11	Administration	68766TP	\$66.22	
Total For Vendor CULL001 Culligan Ottawa Water Condit				\$66.22	
Vendor:	CUNN001	Cunningham, Swan, Carty			
EFT000000007107	2026-03-11	Administration	212836	\$6,202.75	
EFT000000007107	2026-03-11	Administration	202408	\$1,695.00	
EFT000000007107	2026-03-11	Administration	212845	\$2,011.40	
EFT000000007107	2026-03-11	Administration	213098	\$14,145.84	
EFT000000007107	2026-03-11	Administration	203448	\$526.03	
EFT000000007107	2026-03-11	Administration	203430	\$548.37	
EFT000000007107	2026-03-11	Administration	213255	\$4,418.30	
EFT000000007107	2026-03-11	Administration	212827A	\$186.45	
EFT000000007107	2026-03-11	Administration	212827B	\$33.90	
EFT000000007107	2026-03-11	Administration	212824	\$1,922.41	
EFT000000007107	2026-03-11	Administration	212796	\$734.50	
EFT000000007107	2026-03-11	Administration	213001B	\$146.90	
EFT000000007107	2026-03-11	Administration	213001A	\$870.10	
EFT000000007107	2026-03-11	Administration	2128271	\$146.90	
EFT000000007107	2026-03-11	Administration	212827H	\$186.45	
EFT000000007107	2026-03-11	Administration	212827E	\$367.25	
EFT000000007107	2026-03-11	Administration	212827F	\$33.90	
EFT000000007107	2026-03-11	Administration	212827G	\$146.90	
EFT000000007107	2026-03-11	Administration	210664		

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor CUNN001 Cunningham, Swan, Carty				\$35,509.85	
Vendor: DESC001 Deschamps, Tyree					
EFT000000007108	2026-03-11	Protection Services	02232026	\$100.00	
Total For Vendor DESC001 Deschamps, Tyree				\$100.00	
Vendor: DICO001 ACC Haulage Dicola WAter					
EFT000000007109	2026-03-11	Administration	008656	\$339.00	
Total For Vendor DICO001 ACC Haulage Dicola WAter				\$339.00	
Vendor: E360S01 E 360 Solutions					
EFT000000007110	2026-03-11	Administration	1050003-0000188033	\$439.33	
Total For Vendor E360S01 E 360 Solutions				\$439.33	
Vendor: EAST003 Eastern Fluid Power Inc					
EFT000000007111	2026-03-11	Administration	KI23497	\$509.58	
EFT000000007111	2026-03-11	Administration	KI23586	\$595.26	
Total For Vendor EAST003 Eastern Fluid Power Inc				\$1,104.84	
Vendor: GEMM001 Gemmill Sand And Gravel Limited					
EFT000000007112	2026-03-11	Administration	00005255	\$174,327.71	
Total For Vendor GEMM001 Gemmill Sand And Gravel Lin				\$174,327.71	
Vendor: GINC001 Gincor Industries					
EFT000000007113	2026-03-11	Administration	98009	\$1,030.88	
Total For Vendor GINC001 Gincor Industries				\$1,030.88	
Vendor: GREE001 Greenshield Pest Control Inc					
EFT000000007114	2026-03-11	Administration	148319	\$116.39	
EFT000000007114	2026-03-11	Administration	148320	\$116.39	
EFT000000007114	2026-03-11	Administration	148323	\$116.39	
Total For Vendor GREE001 Greenshield Pest Control Inc				\$349.17	
Vendor: HALE001 Hales Excavation & Trucking Ltd					
EFT000000007115	2026-03-11	Administration	5168	\$752.57	
Total For Vendor HALE001 Hales Excavation & Trucking				\$752.57	

Township of Central Frontenac
CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Vendor: HAMI001 Hamilton Carpentry					
EFT000000007116	2026-03-11	Administration	3474	\$47,234.00	
EFT000000007116	2026-03-11	Administration	3475	\$32,962.10	
Total For Vendor HAMI001 Hamilton Carpentry				\$80,196.10	
Vendor: HOLE001 Hole, Dan					
EFT000000007117	2026-03-11	Protection Services	03032026	\$100.00	
EFT000000007117	2026-03-11	Administration	MAR102026	\$138.39	
Total For Vendor HOLE001 Hole, Dan				\$238.39	
Vendor: HOLE004 Hole, David					
030263	2026-03-11	Administration	02232026	\$145.13	
030263	2026-03-11	Administration	MAR102026	\$1,024.65	
Total For Vendor HOLE004 Hole, David				\$1,169.78	
Vendor: IRON002 Iron Trade Works					
030264	2026-03-11	Administration	2492	\$4,196.55	
Total For Vendor IRON002 Iron Trade Works				\$4,196.55	
Vendor: JEFF001 Jeff's Auto Glass (Uniglas)					
EFT000000007118	2026-03-11	Administration	3035-411623	\$711.90	
Total For Vendor JEFF001 Jeff's Auto Glass (Uniglas)				\$711.90	
Vendor: KENN004 Kennebec Tree & Lawn					
EFT000000007119	2026-03-11	Administration	2026012	\$678.00	
EFT000000007119	2026-03-11	Administration	2026011	\$423.75	
Total For Vendor KENN004 Kennebec Tree & Lawn				\$1,101.75	
Vendor: KIMC001 Kimco Steel Sales Limited					
EFT000000007120	2026-03-11	Administration	496643	\$916.93	
Total For Vendor KIMC001 Kimco Steel Sales Limited				\$916.93	
Vendor: KING002 Kingston Humane Society					
EFT000000007121	2026-03-11	Protection Services	811356	\$532.20	
Total For Vendor KING002 Kingston Humane Society				\$532.20	
Vendor: KLAG001 Lynn Klages					
EFT000000007122	2026-03-11	Administration	MAR52026		

**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor KLAG001 Lynn Klages				\$768.62	
Vendor: KSWI001 K & S Windsor Salt Ltd					
EFT000000007123	2026-03-11	Administration	5300787123	\$10,598.11	
EFT000000007123	2026-03-11	Administration	5300787923	\$11,019.51	
Total For Vendor KSWI001 K & S Windsor Salt Ltd				\$21,617.62	
Vendor: LEVA001 Levac Propane Inc					
EFT000000007124	2026-03-11	Administration	2148889	\$747.63	
EFT000000007124	2026-03-11	Administration	2149260	\$2,011.97	
EFT000000007124	2026-03-11	Administration	2156543	\$4,077.81	
EFT000000007124	2026-03-11	Administration	2158988	\$1,475.24	
EFT000000007124	2026-03-11	Administration	2158987	\$1,136.05	
EFT000000007124	2026-03-11	Administration	2161625	\$647.49	
EFT000000007124	2026-03-11	Administration	2156472	\$806.35	
Total For Vendor LEVA001 Levac Propane Inc				\$10,902.54	
Vendor: MACM001 MacMunn, Cathy					
EFT000000007125	2026-03-11	General Government	MAR102026	\$79.20	
Total For Vendor MACM001 MacMunn, Cathy				\$79.20	
Vendor: MARK001 Mark R. Halladay Emergency Services,					
EFT000000007126	2026-03-11	Administration	MAR72026	\$339.00	
Total For Vendor MARK001 Mark R. Halladay Emergency				\$339.00	
Vendor: MCCO001 McConville Excavating					
EFT000000007127	2026-03-11	Administration	1720	\$734.22	
EFT000000007127	2026-03-11	Administration	1721	\$734.22	
EFT000000007127	2026-03-11	Administration	1722	\$734.22	
Total For Vendor MCCO001 McConville Excavating				\$2,202.66	
Vendor: MCKI001 Abigail McKinnon					
EFT000000007128	2026-03-11	Planning and Development	20260109	\$37.08	
Total For Vendor MCKI001 Abigail McKinnon				\$37.08	
Vendor: MESS001 Messer Canada Inc (formerly Linde)					
EFT000000007129	2026-03-11	Administration	2109922523	\$820.67	
Total For Vendor MESS001 Messer Canada Inc (formerly				\$820.67	

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Vendor: MICH001 Michelin North America					
EFT000000007130	2026-03-11	Administration	DA0010777697	\$4,069.39	
Total For Vendor MICH001 Michelin North America				\$4,069.39	
Vendor: MINI001 Minister Of Finance - EHT					
030266	2026-03-11	Transportation Services	L1750649632	\$1,341.65	
Total For Vendor MINI001 Minister Of Finance - EHT				\$1,341.65	
Vendor: MINI013 Ministry Of Finance - Policing					
EFT000000007131	2026-03-11	Protection Services	JANUARY312026	\$4,026.30	
EFT000000007131	2026-03-11	Protection Services	20260131	\$108,689.56	
Total For Vendor MINI013 Ministry Of Finance - Policing				\$112,715.86	
Vendor: MORR002 Morrow, John					
030267	2026-03-11	Administration	MAR102026	\$163.21	
Total For Vendor MORR002 Morrow, John				\$163.21	
Vendor: NATI003 National Grating					
EFT000000007132	2026-03-11	Administration	18287	\$2,837.43	
Total For Vendor NATI003 National Grating				\$2,837.43	
Vendor: NEAD001 Neadow Property Maintenance(yard works)					
EFT000000007133	2026-03-11	Administration	008	\$941.68	
EFT000000007133	2026-03-11	Administration	9	\$941.68	
Total For Vendor NEAD001 Neadow Property Maintenanc				\$1,883.36	
Vendor: NELS003 Chris Nelson					
EFT000000007134	2026-03-11	Administration	MAR102026	\$192.10	
Total For Vendor NELS003 Chris Nelson				\$192.10	
Vendor: NEWH001 Newhook, Renee					
030269	2026-03-11	Transportation Services	WO#3709	\$400.00	
Total For Vendor NEWH001 Newhook, Renee				\$400.00	
Vendor: NORT002 North Frontenac Telephone Co.					
EFT000000007135	2026-03-11	Administration	MAR12026	\$169.44	
EFT000000007135	2026-03-11	Administration	MAR012026	\$141.25	
EFT000000007135	2026-03-11	Administration	MAR12026_0		

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
EFT000000007135	2026-03-11	Administration	MAR12026-82093964	\$89.27	
EFT000000007135	2026-03-11	Administration	MAR12026-27921231	\$257.94	
EFT000000007135	2026-03-11	Administration	MAR12026-37566501	\$179.68	
Total For Vendor NORT002 North Frontenac Telephone C				\$1,536.88	
Vendor: NORT004 Brandt Tractor Ltd					
EFT000000007136	2026-03-11	Administration	160000968	\$227.77	
EFT000000007136	2026-03-11	Administration	160001316	\$76.65	
EFT000000007136	2026-03-11	Administration	160500627	\$1,806.63	
Total For Vendor NORT004 Brandt Tractor Ltd				\$2,111.05	
Vendor: NWRE001 Nationwide Restaurant Equipement					
030268	2026-03-11	Administration	INV-001857	\$2,825.00	
Total For Vendor NWRE001 Nationwide Restaurant Equip				\$2,825.00	
Vendor: OBOA002 OBOA Building Admin Chapter					
EFT000000007137	2026-03-11	Protection Services	MAR62026	\$25.00	
Total For Vendor OBOA002 OBOA Building Admin Chapt				\$25.00	
Vendor: PERF001 Perfect Mind					
EFT000000007138	2026-03-11	Administration	IN2348960	\$6,102.00	
Total For Vendor PERF001 Perfect Mind				\$6,102.00	
Vendor: PERT002 Perth & District Portable Toilet Rentals					
EFT000000007139	2026-03-11	Administration	PT-3818	\$341.71	
Total For Vendor PERT002 Perth & District Portable Toile				\$341.71	
Vendor: PITN002 Pitney Works					
EFT000000007140	2026-03-11	Administration	MAR102026	\$11,300.00	
Total For Vendor PITN002 Pitney Works				\$11,300.00	
Vendor: PROD001 Prodecad Ltd					
030271	2026-03-11	Administration	11974	\$533.36	
Total For Vendor PROD001 Prodecad Ltd				\$533.36	
Vendor: PROF001 Professional Pumps & Water Treatment					
030272	2026-03-11	Administration	6308	\$248.60	

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor PROF001 Professional Pumps & Water				\$248.60	
Vendor: PROF002 Profire Emergency Equipment Inc.					
030273	2026-03-11	Administration	SO057582	\$1,655.45	
030273	2026-03-11	Administration	INVO077797	\$951.03	
030273	2026-03-11	Administration	INVP077802	\$883.77	
Total For Vendor PROF002 Profire Emergency Equipmen				\$3,490.25	
Vendor: PURO001 Purolator Courier Ltd					
030274	2026-03-11	Administration	550232130	\$186.80	
030274	2026-03-11	Administration	520254427	\$55.11	
030274	2026-03-11	Administration	500246981	\$58.20	
Total For Vendor PURO001 Purolator Courier Ltd				\$300.11	
Vendor: RUSH001 Rush Truck Centres (formerly Tallman)					
EFT000000007141	2026-03-11	Administration	3045246685	\$101.47	
EFT000000007141	2026-03-11	Administration	3044963398	\$1,614.87	
EFT000000007141	2026-03-11	Administration	3045033677	\$7,501.52	
EFT000000007141	2026-03-11	Administration	3045315237	\$576.19	
Total For Vendor RUSH001 Rush Truck Centres (formerly				\$9,794.05	
Vendor: RYAN001 Ryan Communications					
EFT000000007142	2026-03-11	Administration	747822	\$844.51	
Total For Vendor RYAN001 Ryan Communications				\$844.51	
Vendor: SAND001 Sands Canada Inc.,					
EFT000000007143	2026-03-11	Administration	00732239	\$868.83	
Total For Vendor SAND001 Sands Canada Inc.,				\$868.83	
Vendor: SAND002 Sandbox Software Solutions					
030275	2026-03-11	Administration	24271	\$5,007.57	
Total For Vendor SAND002 Sandbox Software Solutions				\$5,007.57	
Vendor: SAVI001 HARBR Human Resources					
EFT000000007144	2026-03-11	Administration	INV-4257	\$1,412.50	
Total For Vendor SAVI001 HARBR Human Resources				\$1,412.50	
Vendor: STIN003 W.O. Stinson & Sons Ltd					
EFT000000007145	2026-03-11	Administration	94005082	\$1,202.70	

Township of Central Frontenac CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
EFT000000007145	2026-03-11	Administration	483028901		\$956.45
EFT000000007145	2026-03-11	Administration	461006650		\$276.30
EFT000000007145	2026-03-11	Administration	2683256		\$11.28
EFT000000007145	2026-03-11	Administration	94005051		\$2,087.39
EFT000000007145	2026-03-11	Administration	94005060		\$2,766.56
EFT000000007145	2026-03-11	Administration	94005061		\$2,257.68
EFT000000007145	2026-03-11	Administration	94005084		\$467.82
EFT000000007145	2026-03-11	Administration	94005092		\$1,233.46
EFT000000007145	2026-03-11	Administration	94005093		\$1,470.70
EFT000000007145	2026-03-11	Administration	94005098		\$2,898.62
EFT000000007145	2026-03-11	Administration	94005099		\$3,046.38
EFT000000007145	2026-03-11	Administration	34001981		\$1,607.82
EFT000000007145	2026-03-11	Administration	34002032		\$1,201.59
EFT000000007145	2026-03-11	Administration	34002033		\$1,508.64
EFT000000007145	2026-03-11	Administration	34002042		\$2,304.30
EFT000000007145	2026-03-11	Administration	34002044		\$3,168.41
EFT000000007145	2026-03-11	Administration	34002048		\$1,392.73
EFT000000007145	2026-03-11	Administration	34002079		\$1,419.85
EFT000000007145	2026-03-11	Administration	34002080		\$4,564.64
EFT000000007145	2026-03-11	Administration	34002103		\$2,050.01
EFT000000007145	2026-03-11	Administration	34002104		\$4,326.77
EFT000000007145	2026-03-11	Administration	34002105		\$4,670.06
EFT000000007145	2026-03-11	Administration	34002106		\$2,116.26
EFT000000007145	2026-03-11	Administration	34002113		\$1,363.44
EFT000000007145	2026-03-11	Administration	108003063		\$776.99
EFT000000007145	2026-03-11	Administration	108003231		\$474.39

Total For Vendor STIN003 W.O. Stinson & Sons Ltd \$51,812.32

Vendor: STRO001 NORS (strongo)

030270	2026-03-11	Administration	92706649	\$1,581.19
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Total For Vendor STRO001 NORS (strongo) \$1,581.19

Vendor: TAYL002 Taylor Auto Mall

030276	2026-03-11	Administration	17465	\$246.88
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Total For Vendor TAYL002 Taylor Auto Mall \$246.88

Vendor: TAYS001 Tayside Motorsports

EFT000000007146	2026-03-11	Administration	38372	\$760.09
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Total For Vendor TAYS001 Tayside Motorsports \$760.09

Vendor: TBGM001 TBG Mechanical Solutions Ltd.

030277	2026-03-11	Administration	#8366	\$2,282.65
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Total For Vendor TBGM001 TBG Mechanical Solutions Ltd \$2,282.65

Vendor: THEF001 The Frontenac News

EFT000000007147	2026-03-11	Administration	84698	\$620.70
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**Township of Central Frontenac
 CHEQUE DISTRIBUTION REPORT**

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
Total For Vendor THEF001 The Frontenac News				\$620.78	
Vendor: THEM003 The Municipal Information Network					
030278	2026-03-11	Administration	MS26-69699	\$649.75	
Total For Vendor THEM003 The Municipal Information Ne				\$649.75	
Vendor: THEP001 The Public Sector Digest (PSD Citywide Inc)					
EFT000000007148	2026-03-11	Administration	26110	\$5,628.92	
Total For Vendor THEP001 The Public Sector Digest (PSI				\$5,628.92	
Vendor: THUN001 Thunder Graphics Inc					
EFT000000007149	2026-03-11	Administration	225561	\$1,050.88	
Total For Vendor THUN001 Thunder Graphics Inc				\$1,050.88	
Vendor: TORO001 Toromont Cat					
030279	2026-03-11	Administration	PS040723043	\$652.37	
030279	2026-03-11	Administration	PS040723044	\$4,459.30	
Total For Vendor TORO001 Toromont Cat				\$5,111.67	
Vendor: UNIV001 Universal Supply Group (Quinte/Napa/Fraction/CMax					
EFT000000007150	2026-03-11	Administration	332124114	\$20.45	
EFT000000007150	2026-03-11	Administration	332124104	\$262.14	
Total For Vendor UNIV001 Universal Supply Group (Quir				\$282.59	
Vendor: VINK003 Vinkle Cleaning Services (Cassandra Vinkle)					
EFT000000007151	2026-03-11	Administration	HINCH0023	\$1,217.44	
EFT000000007151	2026-03-11	Administration	OSO0023	\$4,384.68	
Total For Vendor VINK003 Vinkle Cleaning Services (Ca				\$5,602.12	
Vendor: WISE001 Wise Choice Cont					
030280	2026-03-11	Administration	1057	\$55,370.00	
Total For Vendor WISE001 Wise Choice Cont				\$55,370.00	
Vendor: XPLO001 Xplornet Communications					
Total For Vendor XPLO001 Xplornet Communications				\$183.61	

Township of Central Frontenac
CHEQUE DISTRIBUTION REPORT

Cheque Number	Date	Vendor Name	Document Number	Apply Amount	Dist Type
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GRAND TOTAL **\$667,383.44**



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38
Sharbot Lake, Ontario

REPORT NUMBER: xx-2025
DATE: March 24, 2026
FROM: J. Michael McGovern, Treasurer
PREPARED BY: J. Michael McGovern, Treasurer
RE: Prudent Investor (PI) Annual Review

RECOMMENDATION

WHEREAS the Prudent Investment Standard requires the Treasurer to review the policy annually with Council, including any investment performance during the period covered and any other information required under the Regulation and that the Treasurer may consider to be pertinent;

NOW THEREFORE BE IT RESOLVED THAT Council has received and reviewed the current investment policy statement (IPS) as part of the ONE JIB update process and confirm re-approval, without revision, of continuing the moderate risk profile under the Prudent Investor path that is geared towards a long-term investment capital return to fund Road 38 reconstruction;

AND FURTHER THAT Council receive the investment performance in this report as prepared by the Treasurer for information.

BACKGROUND

Since starting with the Prudent Investor Standard in early 2025, we have invested \$3,300,000. The Market value as of December 31, 2025 is \$3,731,192.21, which is a return of 15.72% since inception.

To put the PI return above into perspective, the interest earned on bank account balances in the year were an average of 3.25%, well below the performance achieved under Prudent Investor.

Portfolio Summary by Fund

as at December 31, 2025

Fund	Unit Balance	Unit Price (\$)	Book Cost (\$)*	Unrealized Capital Gain or Loss (\$)	Market Value (\$)	Market Value (%)**
PH&N Short Term Bond & Mortgage Fund - O	102,342.631	9.8991	1,005,454.94	7,645.00	1,013,099.94	27.2
BlueBay Total Return Credit Fund (Canada) - O	40,199.972	9.2447	364,280.09	7,356.59	371,636.68	10.0
RBC Commercial Mortgage Fund - O	9,643.533	10.2106	98,607.05	-140.79	98,466.26	2.6
RBC QUBE Low Volatility Canadian Equity Fund - O	17,587.783	21.5661	364,089.97	15,209.92	379,299.89	10.2
RBC QUBE Canadian Equity Fund - O	15,796.218	16.0541	225,299.88	28,294.18	253,594.06	6.8
PH&N Canadian Equity Fund - O	1,581.372	159.2095	211,799.16	39,970.29	251,769.45	6.7
PH&N Canadian Equity Value Fund - O	9,275.979	27.0696	206,502.77	44,594.27	251,097.04	6.7
RBC QUBE Low Volatility U.S. Equity Fund (CAD) - O	6,243.001	29.4794	189,090.51	-5,050.59	184,039.92	4.9
RBC QUBE U.S. Equity Fund - O	3,932.870	23.2742	93,025.75	-1,491.35	91,534.40	2.5
PH&N U.S. Equity Fund - O	472.303	193.0232	84,703.25	6,462.19	91,165.44	2.4
RBC International Equity Index Fund - O	18,474.136	14.1282	263,459.65	-2,453.36	261,006.29	7.0
RBC International Equity Fund (CAD) - O	7,592.158	34.0019	242,228.56	15,919.24	258,147.80	6.9
RBC Emerging Markets Dividend Fund - O	6,203.210	18.3235	123,789.40	-10,124.88	113,664.52	3.0
RBC Emerging Markets Equity Fund (CAD) - O	4,380.164	25.7229	117,024.84	-4,354.32	112,670.52	3.0
Total			3,589,355.82	141,836.39	3,731,192.21	100.0

DISCUSSION

Investing under the Prudent Investor Standard will continue to allow us to leverage investment dollars to help with costs of Road projects such as Road 38.

STRATEGIC PLAN PRIORITY

Sustain Core Services are at the heard of our commitment. We will ensure that essential services remain efficient and accessible, enabling our community's sustainable growth.

FINANCIAL IMPLICATIONS

Returns are reinvested as per our policy.

ATTACHMENTS/REFERENCES

Central Frontenac Investment Policy Statement

Central Frontenac Talking Points

Attachment 1

INVESTMENT POLICY STATEMENT

FOR

TOWNSHIP OF CENTRAL FRONTENAC (the “Municipality”)

AUGUST 13, 2024

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Township of Central Frontenac

Investment Policy Statement

1. GLOSSARY AND DEFINITIONS

The following capitalized terms are defined terms which have the meanings set out below:

Act: means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time.

Agent: means any administrator, Custodian, payment servicer, investment counsel, consultant, banker, broker, dealer or other service provider engaged or appointed by ONE JIB and authorized by ONE JIB to exercise any of the functions of ONE JIB pursuant to a written agreement, in the manner and to the extent provided in the Regulation and without limiting the generality of the foregoing, Agent includes ONE Investment.

Alternative Assets: means investments outside traditional investments such as equities, fixed income, and cash which may include, hedge funds, private equity, natural resources, real estate and infrastructure. Alternative investments are typically less liquid than traditional investments and are appropriate only for allocations with a long investment horizon.

Asset Class: An asset class is a specific category of assets or investments, such as cash, fixed income, equities, alternative investments, real estate etc.

Asset Mix (or Asset Allocation): means the proportion of each asset class in a portfolio. Asset classes include bank deposits, money market securities, bonds and equities, among other things.

Benchmark: means an index that is representative of a specific securities market (e.g. the S&P/TSX Composite Index, the FTSE/TMX 91 Day T-bill Index, etc.) against which investment performance can be compared. Performance benchmarks refer to total return indices in Canadian dollar terms.

CHUMS Financing Corporation (CHUMS): means a subsidiary of the Municipal Finance Officers' Association of Ontario (MFOA) which, in conjunction with LAS, established ONE Investment.

CFA Institute: refers to the global, not-for-profit professional association that administers the Chartered Financial Analyst (CFA) and the Certificate in Investment Performance Measurement (CIPM) curricula and examination programs worldwide, publishes research, conducts professional development programs, and sets voluntary, ethics-based professional and performance reporting standards for the investment industry.

Custodian: means a specialized financial institution that is responsible for safeguarding a municipality's investments and is not engaged in "traditional" commercial or consumer/retail banking. Global custodians hold investments for their clients in multiple jurisdictions around the world, using their own local branches or other local custodian banks ("sub-custodians" or "agent banks").

Diversification: means a risk management technique that mixes a variety of investment types within a portfolio to help mitigate portfolio risk. A diversified portfolio holds different kinds of investments to improve the risk adjusted returns.

Derivative: means a contract between two or more parties whose value is based on an agreed-upon underlying financial asset (like a security) or set of assets (like an index). Common underlying instruments include bonds, commodities, currencies, interest rates, market indexes, and stocks.

Environmental, Social and Governance (ESG) Investing: means considering and integrating ESG factors into the investment process, rather than eliminating investments based on ESG factors alone. Integrating ESG information can lead to more comprehensive analysis of a company.

Internal Controls: means a system of controls that may include authorities, policies, procedures, separation and segregation of duties, compliance checks, performance measurement and attribution, reporting protocols, measures for safekeeping of property and data, and the audit process.

Investment Plan: means the investment plan applicable to the Long-Term Money investments and adopted by ONE JIB under the Regulation, as it may be amended from time to time.

Investment Policy Statement (IPS): means the investment policy, or policies, applicable to the Municipality's investments adopted and maintained by the Council of the Municipality for Long-Term Money under the Regulation, and for Short-Term Money, as the same may be amended from time to time. The IPS may also apply to the money and investments held by the Municipality for the benefit of persons other than the Municipality itself and may make reference to source(s) of money in which the Municipality may have an indirect interest but which the Municipality has no authority to invest.

JIB: is short for Joint Investment Board and means a joint municipal service board that is established under section 202 of the Act by two or more municipalities for the purposes of Part II of the Regulation.

Legal List Securities: means the securities and other investments and financial instruments that are included from time to time in Part I of the Regulation.

Leverage: means an investment strategy of using borrowed money—specifically, the use of various financial instruments or borrowed capital—to increase the potential return of an investment. Typically leverage also tends to increase investment risks.

Liquidity: means the ability to turn an investment to cash relatively quickly, without a substantial loss in value. For example, a savings account is more liquid than real estate.

Local Authority Services (LAS): means an entity which, in conjunction with MFOA, established ONE Investment.

Local Distribution Corporation or LDC: means a corporation incorporated under Section 142 of the *Electricity Act, 1998*.

Long-Term Money: means money that the municipality has defined as long-term and characterized as money that is not required immediately by the Municipality as described in section 5.2. Monies that are Long Term Money will be invested in accordance with the Prudent Investor Standard.

Market Value: means the price at which a security is trading and could presumably be sold. Also known as Fair Value it represents the current value of the investment.

Maturity: means the date upon which the principal or stated value of an investment becomes due.

Money not Required Immediately (MNRI): means the long-term money that will be invested in accordance with the Prudent Investor Standard.

Money Required Immediately (MRI): means the short-term money to be used to meet financial obligations within the next 2 years.

Municipality: means the Township of Central Frontenac.

OCIO Offering: means the comprehensive investment program made available through ONE JIB pursuant to which a duly qualified investment manager is engaged by ONE Investment to advise a participating municipality with regard to the investment of the participating municipality's MNRI and to invest and manage such MNRI in accordance with the terms and conditions set out in the ONE JIB Agreement.

ONE Investment: means the not-for-profit corporation founded by CHUMS and LAS which provides certain management, administrative and other services to ONE JIB as their agent.

ONE JIB: means ONE Joint Investment Board, established by certain founding municipalities under Section 202 of the Act as a JIB for purposes of Part II of the Regulation, which is the duly appointed JIB for the Municipality, as constituted from time to time and which acts in accordance with the Act, the Regulation, the ONE JIB Agreement, including the Terms of Reference, this IPS and the Investment Plan.

ONE JIB Agreement: means the agreement effective as of the Prudent Effective Date, entered into in accordance with the requirements of the Regulation, pursuant to which ONE JIB has control and management of the Municipality's Long-Term Money.

Outsourced Chief Investment Officer (OCIO): means a submanager of ONE Investment that provides investment advice and professional services and is involved in the implementation and operational aspects of the OCIO Offering.

Participating Municipality: means from time to time each of the municipalities for whom ONE JIB acts as the JIB under the terms of the ONE JIB Agreement.

Pooled Fund: means a unit trust established under a trust instrument, generally not available to the public, in which institutional, sophisticated or high net worth investors contribute monies that are invested and managed by an External Portfolio Manager. Monies are pooled or combined with monies of other investors.

Portfolio: means any collection of funds that are grouped together and required for specific purposes.

Proxy Voting: means a legal transfer to another party of a shareholder's right to vote thereby allowing shareholders who cannot attend meetings to participate. External Portfolio Managers usually vote proxies on behalf of their clients.

Prudent Effective Date: means the agreed upon date to which the prudent investor regime applies to the Municipality.

Prudent Investor Standard: means the standard that applies when the Municipality invests money that it does not require immediately under section 418.1 of the Act. It requires the Municipality to exercise the care, skill, diligence and judgment that a prudent investor would exercise in making such an investment and the standard does not restrict the securities in which the Municipality can invest. The Prudent Investor Standard makes use of Modern Portfolio Theory and applies the standard of prudence to the entire portfolio in respect of the Municipality's Long-Term Money rather than to individual securities. It identifies the fiduciary's central consideration as the trade-off between risk and return as found in the CFA Institute Standards of Practice Handbook.

Rebalancing: means the process of realigning the weightings of a portfolio of assets. Rebalancing involves periodically buying or selling securities in a portfolio to maintain an original or desired level of asset allocation or risk.

Regulation: means Ontario Regulation 438/97.

Risk: means the uncertainty of future investment returns or chance of loss of capital.

Risk Tolerance: means the financial ability and willingness to absorb a loss in return for greater potential for gains.

Safekeeping: means the holding of assets (e.g., securities) by a financial institution.

Securities Lending: means loaning a security to another market participant. The borrower is required to deliver to the lender, as security for the loan, acceptable collateral with value greater than the value of the securities loaned. The Securities Lending program is managed by the Custodian or another appointed agent on behalf of investors. A Securities Lending program is widely used by institutional investors to generate additional marginal returns on the total portfolio.

Short-Term Money: means money that is required immediately by the Municipality as described in section 5.1 and which remains under the control and management of the Municipality. The money can be invested in appropriate Legal List Securities.

Sinking Fund: means a fund established to fulfil the requirements to make annual contributions in respect of various debenture issues wherein money is to be regularly set aside for the payment of the principal of the debentures at maturity.

Sinking Fund Required Contributions (Annual Sinking Fund Requirement): means the amount of money to be set aside each year for deposit into a sinking fund or a retirement fund, as applicable,

for each sinking fund and term debenture issue in accordance with the Municipality's debenture by-laws.

Sinking Fund Required Earnings: means the investment earnings needed for the Sinking Fund Contributions to continue to grow to a value sufficient to repay the principal at maturity for each issue of sinking fund and term debentures.

Sinking Fund Excess Earnings: means the investment earnings in excess of the required earnings.

Trust Fund: means a fund which consists of assets that have been conveyed or assigned to a trustee to be administered as directed by agreement or statute. As a result, a trustee holds title to the assets for the purpose of providing benefits and being accountable to a beneficiary. The Municipality is the trustee of funds that are to be used for specific purposes by the Municipality or any related parties.

2. PURPOSE AND LEGISLATIVE FRAMEWORK

2.1 Purpose of Policy

This IPS governs the investment of the Municipality's MNRI and MRI. It is intended, among other things, to direct the Treasurer in the investment of MRI and to direct ONE Joint Investment Board (ONE JIB) in the investment of MNRI by implementing the Authorizing Prudent Investor By-law # 2024-26 pursuant to which the Municipality authorized the establishment of guidelines for the prudent management of the Municipality's MNRI pursuant to section 418.1 of the Act.

In addition to the Municipality's MRI and MNRI, the Municipality is from time to time entrusted with the management of money and investments for a third-party beneficiary ("third-party trust funds").

There are also source(s) of money in which the Municipality may have an indirect interest but which the Municipality currently has no authority to invest. Such source(s) of money, referred to in this IPS as "designated funds", are listed in this policy. The designated funds are identified in this IPS for the sole purpose of enabling the Municipality to better see, on an aggregated basis, the various financial assets in which the Municipality has an interest. The Municipality is not responsible for the investment activities or performance of designated funds.

The goals of this IPS are to:

- Define and assign responsibilities for investment of MRI and MNRI;
- Describe the Municipality's responsibilities with respect to third-party trust funds and designated funds;
- Ensure compliance with the applicable legislation;
- Direct ONE JIB as to the Municipality's investment goals and risk tolerance;
- Provide guidance and limitations regarding the investments and their underlying risks;

- Establish a basis of evaluating investment performance and the underlying risks; and,
- Establish a reporting standard to Council.

This IPS applies to employees of the Municipality, to ONE JIB and to the employees of ONE Investment. ONE JIB, the Treasurer, and any agent, sub-manager, or advisor providing services to ONE JIB in connection with the investment of the portfolio shall accept and strictly adhere to this IPS.

2.2 Governing Legislation

Investments of MRI will only be made in Legal List Investments in accordance with this IPS and Section 418 of the Act. Investments of MNRI are governed by the Prudent Investor Standard in accordance with Section 418.1 of the Act. This standard is similar to that which governs trustees and pension fund administrators and creates a fiduciary responsibility. Prudent investment in compliance with the Act and the Regulation enhances the potential for the Municipality to earn improved risk-adjusted rates of return.

The Act provides that the Municipality, and therefore ONE JIB, must consider the following criteria in planning investments of MNRI, in addition to other criteria relevant to the circumstances:

- General economic conditions;
- The possible effect of inflation or deflation;
- The role that each investment plays within the Municipality's total portfolio of investments;
- The expected total return from income and the appreciation of capital; and
- Needs for liquidity, regularity of income and preservation or appreciation of capital.

Money and investments that the Municipality holds as third-party trust funds or has an interest in as designated funds will be subject to applicable legislation and any related agreements or instruments.

2.3 Prudent Investor Standard

For MNRI, the standard to be used by the Municipality and ONE JIB shall be the Prudent Investor Standard as required by Section 418.1 of the Act and Part II of the Regulation in the context of managing the Municipality's MNRI and investments thereof. Investments shall be made with the care, skill, diligence, and judgment, taking into account the prevailing circumstances, that persons of prudence, discretion and integrity would exercise in the management of investments, considering the necessity of preserving capital as well as the need for income and appreciation of capital. The Act includes a duty to obtain the advice that a prudent investor would obtain under comparable circumstances.

Officers, employees and investment agents acting in accordance with written procedures and the IPS and exercising due diligence shall take all necessary actions to optimize

performance of investments on a portfolio basis, taking into account the prescribed risk and other parameters set out in this IPS and market factors. The Municipality's staff acting in accordance with written procedures and this IPS, shall be relieved of personal responsibility for an investment's performance, provided underperformance relative to expectations is reported to Council and the liquidation or sale of investments is carried out in accordance with this IPS.

3. MONEY REQUIRED IMMEDIATELY AND MONEY NOT REQUIRED IMMEDIATELY

3.1 Determination of MNRI and MRI

Determination of the Municipality's MNRI is the responsibility of Council. In making the determination, Council may consider:

- the time horizon within which the monies are needed to meet financial obligations;
- the purpose for which the monies have been collected or set aside and are to be used;
- the source of the money; or
- any combination of the foregoing

MNRI will be comprised of money that is to be used to meet financial obligations that become due more than two years from the date of receipt of such money by the Municipality.

For certainty, all money and investments of the Municipality that have not been identified as MNRI (other than third-party trust funds and any designated funds referenced in Section 2.1) shall be deemed for purposes of this IPS to be MRI.

Determination of the Municipality's MNRI and MRI may be modified at any time and from time to time by action of Council and with respect to specific money by the Treasurer in accordance with the provisions of Section 6.2.

Any changes in this IPS regarding the Municipality's MNRI and MRI must be communicated immediately in writing to ONE JIB.

3.2 Overview of Portfolios

The Municipality's portfolios represent funds required for specific purposes. A high-level description of each of these portfolios and their objectives is provided in Section 5 below. This IPS applies to the following money of the Municipality, its agencies, boards and commissions including:

- MRI which is invested in Legal List Securities; and/or
- MNRI which is invested under the Prudent Investor Standard.

4. ROLES AND RESPONSIBILITIES

4.1 Role of ONE JIB

ONE JIB has been appointed by the Municipality in accordance with the requirements of the Act and the Regulation and on the terms and conditions set out in the ONE JIB Agreement (Appendix I).

ONE JIB exercises control and management of the Municipality's MNRI and the investments made by it in accordance with the objectives and risk tolerance established in this IPS.

Among the responsibilities of ONE JIB are the following:

- Reviewing this IPS;
- Adopting and maintaining an Investment Plan that complies with this IPS;
- Engaging Custodians, administrators and other investment professionals (i.e. Agents);
- Allocating the money and investments under its control and management in compliance with this IPS;
- Monitoring the performance of the OCIO Offering and Agents; and,
- Reporting to the Municipality.

The foregoing is subject to the more detailed terms and conditions contained in the ONE JIB Agreement.

4.2 Role of Municipal Staff

This IPS is approved and adopted by Council with input from the Treasurer, and from ONE JIB with respect to MNRI. MRI of the Municipality, and any third-party trust funds referenced in Section 2.1, remain under the control and management of the Treasurer.

Consistent with this IPS, the Treasurer is responsible for the implementation of the investment program and the establishment of investment procedures which shall include:

- Investment management of MRI and any third-party trust funds referenced in Section 2.1 by, or under the direction of, the Treasurer;
- The deposit or withdrawal of MNRI, under the explicit delegation of authority regarding MNRI, and the investment thereof, to ONE JIB, which is responsible for the control and management of such funds and investments; and,
- A system of controls exercised by the Treasurer to regulate the activities of subordinate officials.

No person including, without limitation, ONE JIB, may engage in an investment transaction except as provided under the terms of this IPS.

In the management of MRI of the Municipality, and any third-party trust funds referenced in Section 2.1, the Treasurer may engage one or more agents and service providers. ONE Investment can assist with the investment of the Municipality's MRI, in Legal List

Securities, and with the investment of third-party trust funds, in accordance with the terms of the applicable trust, if permitted, at the request of the Municipality.

4.3 Ethics and Conflicts of Interest

Individuals who are responsible for the Municipality's Short-Term Investment Portfolio shall comply with the Municipality's Conflict of Interest guidelines and any relevant professional codes of conduct (e.g., the CPA Code of Professional Conduct).

ONE JIB, in its capacity as a joint municipal service board, in addition to being a local board of each member Municipality is subject to a Code of Conduct as required by the Municipal Act, 2001 (the "Act"). This Code of Conduct applies to the Chair and the other Members of ONE JIB acting in their capacity as Members of ONE JIB.

5. INVESTMENT

5.1 MRI: Short-Term Money

The Municipality's MRI is described in this IPS as Short-Term Money. Short-Term Money consists of money that is needed to meet the short-term financial obligations of the Municipality and are controlled and managed by the Treasurer.

5.1.1 Short-Term Money: Investment Objectives

The main focus of the investment of Short-Term Money is cash management, and the interest income generated by the investment of these monies contribute to municipal revenues. To the extent possible, the Municipality shall attempt to match its investments with anticipated obligations.

Capital preservation is the paramount objective for short-term investments, and these investments need to be highly liquid. Consequently, only high quality, short-term investments that are also Legal List Securities will be held in this portfolio. The Municipality aims to maximize returns subject to the constraints set out in Part I of the Regulation, as amended from time to time, with a view to preserving capital and to further manage risk through diversification by issuer and credit quality.

The investment objectives for short term money, ranked in priority, are as follows:

a) Security of Principal

The primary objective for MRI is to ensure the security of principal. To minimize the risk of loss, investments shall be subject to minimum credit ratings and shall be diversified by maturity, type of investment and issuer. Investing activities will be reviewed on a regular basis as actual, revised and forecasted operating and capital plans are completed. Maturity dates should be structured so that investment cash inflows occur when needed.

b) Liquidity Requirements

Liquidity is measured by the ease with which securities can be converted to cash to meet forecast spending. The investments that are eligible under Ontario's Eligible Investments and Related Financial Agreements Regulation possess different features and thus market

prices will vary depending on market conditions, as well as the particular features of the type of investment.

To ensure adequate liquidity, the Municipality's investments shall be diversified by holding securities of various terms to maturity and by various types of investments and issuers and to the extent possible, the term of such investments shall match the forecasted requirements for such monies to meet expenditures.

c) Rate of Return

The Municipality's money shall be invested to maximize the rate of return within acceptable risk levels while respecting the security of principal, legal constraints and the liquidity needs of each investment portfolio.

5.1.2 Short-Term Money: Eligible Investments

Short Term Money may be invested in high quality, short-term investments that are also Legal List Securities available from banks, dealers and other financial institutions. Investments issued or guaranteed by approved institutions will be permitted by this Policy, as deemed eligible by Ontario Regulation 438/97 or as authorized by subsequent provincial regulations.

The Municipality's existing investment policy (see Appendix 2) will continue to apply to its Short-Term Money.

5.2 MNRI: Long-Term Money

The Municipality's MNRI is described in Section 3.1 as Long-Term Money. In accordance with the ONE JIB Agreement and this IPS, ONE JIB has exclusive control and management of the Long-Term Money and the investments made therewith.

From time to time, the Municipality may require money immediately to meet financial obligations and may require ONE JIB to liquidate one or more investments in order to generate money to meet those obligations. ONE JIB will select the investment(s) to be liquidated. The timing of such liquidation will be determined by ONE JIB in consultation with the Treasurer.

5.2.1 Long-Term Money: Investment Objectives

In setting the objectives noted below, the Municipality has taken into account the following considerations:

- Preservation of capital;
- Adequate liquidity that takes into account the needs of financial obligations and reasonably anticipated budgetary requirements;
- Diversification by asset class, market, sector, issuer, credit quality and term to maturity;
- Income and capital appreciation; and,
- Macro risks, such as inflation, economic growth and interest rates.

Investment of Long-Term Money (MNRI) is managed by ONE JIB in a way that balances investment objectives, expected returns, and risk to develop asset allocations that achieve the Municipality's financial needs within stated risk tolerances.

The primary investment objective for the Municipality's MNRI is growth to contribute toward funding future large capital road projects. The overall MNRI portfolio investment horizon shall be in line with the nature of the municipality's annual capital forecast and underlying liabilities. The risk tolerance to capital losses is to be minimized while weighing the benefits of higher expected returns over a longer investment horizon.

Investment of long-term money is to be managed by ONE JIB in a way that balances the investment objectives with a level of risk that is appropriate for the municipality. The MNRI invested with ONE JIB will be broadly diversified to help reduce the volatility of investment returns. Returns have an impact on revenues, as well as a longer-term impact on future years' budgets and should, at a minimum, keep pace with inflation. To the extent possible, the Long-Term Money's investment horizons are aligned with the Municipality's obligations and cash flow requirements and may consist of liquid and non-liquid securities based on future cash flow requirements.

5.2.2 Long-Term Money: Eligible Investments

Eligible investments for Long-Term Money include any Pooled Fund or other collective investment vehicle or institutional investment management product approved or selected by ONE Investment for the Prudent Investment Program (OCIO Offering), provided always that the products and the selection of products comply in all material respects with the IPS.

Additionally, nothing in this IPS prevents Long-Term Money from being held in cash, short term money market instruments, or overnight deposits.

5.2.3 Long-Term Money: Sinking Funds

Not Applicable to this Municipality

5.2.4 Long-Term Money: Local Distribution Corporation (LDC) Securities

Not Applicable to this Municipality

5.3 Third-Party Trust Funds and Designated Funds

In addition to the Municipality's own money, the Municipality is from time to time entrusted with third-party trust funds, and the Municipality's responsibilities and obligations with respect thereto may be subject to other legislation and governed by other agreements and instruments. To the extent that there is any conflict or inconsistency between the provisions of this IPS and the terms and conditions contained in such other legislation, agreements or instruments applicable to third-party trust funds, the latter shall prevail.

The Municipality's third-party trust funds and the designated funds are listed in Schedule A.

For certainty, the third-party trust funds and the designated funds are not MNRI of the Municipality, and such monies are not under the control or management of ONE JIB.

5.4 Investment Management

5.4.1 Investment Management of Short-Term Money

The investment of Short-Term Funds shall be controlled and managed by the Treasurer.

5.4.2 Investment Management of Long-Term Money

The investment of Long-Term Money shall be controlled and managed by ONE JIB in accordance with this IPS.

5.5 Transition to Prudent Investor Regime

Until the Prudent Effective Date, the Municipality will continue to control and manage its MRI, MNRI and investments in Legal List Securities. Some Legal List investments were made with MRI and some with MNRI.

Upon and after the Prudent Effective Date, the control and management of money and investments that are determined to be not required immediately shall be given to ONE JIB. Nothing in this IPS requires that such investments need be liquidated or disposed of. It is not contrary to this IPS for investments that the Municipality does not require immediately to be held, and to continue to be held by ONE JIB, in instruments such as term deposits, guaranteed investment certificates or principal protected notes issued by a financial institution. They can be held to maturity and invested upon receipt of cash proceeds.

Management of third-party trust funds and any designated funds is not directly affected by the Prudent Effective Date.

5.6 Investment Constraints

5.6.1 Environmental, Social and Governance (ESG) Investing

The Municipality supports ESG investing for Short-Term and Long-Term Money. The Municipality believes that well-managed companies are those that demonstrate high ethical and environmental standards and respect for their employees, human rights, and the communities in which they do business, and that these actions contribute to long term financial performance.

For the investment of Long-Term Money, ONE JIB is required to explore and consider how the OCIO sub-manager is implementing responsible investing principles at the time of hiring and during periodic reviews. It may report on results periodically, if requested.

5.6.2 Securities Lending

For the investment of Short-Term Money, Securities Lending is not Permitted.

For the investment of Long-Term Money, the Municipality may invest in pooled funds, and other investment funds that are managed by the OCIO sub-manager who may engage in Securities Lending if the policies of the OCIO permit such an action.

5.6.3 Derivatives

Derivatives shall not be used for the investment of Short-Term Money.

For the investment of Long-Term Money, futures and forwards contracts, options and other derivative instruments may only be used for to (a) create an asset mix position that does not leverage the portfolio, (b) replicate the performance of a capital market index, or (c) reduce risk as part of a hedging strategy.

5.6.4 Use of Leverage

Nothing in this IPS prevents the use of leverage, provided it is prudent to do so. Leverage is inherent in the use of certain types of investment strategies and instruments. Where leverage is employed, ONE JIB (for MNRI) and the Treasurer (for MRI) shall have in place monitoring procedures to manage overall exposure to any counterparty. Leverages should not be exercised for speculative purposes but may be used as a hedging tool.

5.6.5 Pooled Funds

Investments in open-ended pooled funds, closed-ended pooled funds, limited partnerships and other specialist corporate structures (e.g. LLCs), are permitted provided that the assets of such funds are permissible investments under this Policy or provided that any non-permitted investments are disclosed by the Investment manager. Within pooled funds, the Investment Managers' policies will take precedence over this Statement of Investment Policies and Goals.

5.6.6 Currency Hedging

The Short-Term Investment Portfolio will not utilize currency hedging.

The Municipality's funding requirements are in Canadian dollars. However, some exposure to foreign currencies in the Long-Term Investment Portfolio may be advantageous to provide diversification and potentially enhance returns. Therefore, it shall not be a violation of this IPS for investments in global mandates to be unhedged, in whole or in part, where the diversification benefits embedded in the currency exposure are considered to be beneficial or desirable by ONE JIB.

5.6.7 Alternative Asset Classes

The Legislation does not prevent the direct / indirect placement of the Long-Term Money in Alternative Assets Classes; this IPS restricts investments in alternative investments for the purpose of management of Long-Term Money under the ONE JIB.

Alternative Asset Classes may have uncorrelated return characteristics with traditional asset classes that may improve diversification within the portfolio, which may lead to better risk adjusted returns. Typically, these investments may not be fully liquid, and are only appropriate for inclusion in portfolios with long investment horizons.

5.7 Performance Monitoring, Rebalancing and Management

5.7.1 Short-Term Money

The performance benchmarks may vary from time to time, as decided by the Treasurer, subject to the investment constraints listed in the IPS.

The investment of Short-Term Money will be monitored and rebalanced – at the direction of the Treasurer as per the existing investment policy attached as Appendix II.

5.7.2 Long-Term Money

For the investment of Long-Term Money, ONE JIB shall establish parameters for monitoring investments and rebalancing through policy or directly within the investment plan.

Investments are expected to achieve returns at least equal to their benchmarks measured over a rolling five-year period. At minimum, ONE JIB shall provide reporting described in Section 6.7 that shows the Municipality's holdings, declares compliance with this IPS, and shows External Portfolio Manager performance.

6. ADMINISTRATIVE POLICIES

6.1 Flow of Money and Annual Municipal Budget

6.1.1 Transfer to ONE JIB as Part of Annual Review Process

On an annual basis, as part of the Municipality's Annual Review process, the Municipality shall identify the amount, if any, of Long-Term Money that it holds. Any Long-Term Money not already under the control and management of ONE JIB shall be transferred to ONE JIB as soon as practicable.

6.1.2 Transfer to Municipality as Part of Annual Review Process

On an annual basis, ONE JIB shall be notified by the Treasurer as to the amount, if any, required by the Municipality from the Long-Term Money then under the control and management of ONE JIB for the Municipality's operational purposes. Such amount shall be deemed to be Short-Term Money and shall be returned to the Municipality in a lump sum or by way of periodic payments, as directed by the Treasurer.

6.2 Flow of Money Otherwise than through the Budget Process

6.2.1 Surplus Funds

The Short-Term Funds capture revenues received by the Municipality during each year after the approval of the Municipality's budget for the year. Any amounts deemed to be MNRI by the Treasurer at any such time during the year shall be transferred to ONE JIB to be under its management and control as Long-Term Money. Amounts so transferred will be recorded annually in the Investment Plan and allocated by ONE JIB in accordance with the Investment Plan.

6.2.2 Contingencies

The Treasurer is authorized to direct ONE JIB to return any amounts determined by the Treasurer to be required to meet expenditures for unexpected contingencies not anticipated by the Municipality's budget in force for that year, provided however that the aggregate of the amounts to be returned to the Municipality under this Section 6.2.2 during the year shall not exceed 25% of the Long-Term Money under the control and management of ONE JIB as at the date that the Municipality approved its budget for the year (the Budgeted Long-Term Money). In determining the Budgeted Long-Term Money for purposes of calculating the 25% limit, any Long-Term Money to be transferred to the control and management of ONE JIB in accordance with that year's Annual Review pursuant to Section 6.1.1 shall be included and any amount to be returned by ONE JIB to the Municipality pursuant to Section 6.1.2 shall be excluded. ONE Investment should be made aware of material transactions in advance to ensure the orderly sale of securities to fund withdrawals.

6.3 Valuation of Investments

Investments shall be valued according to the values provided by the Custodian(s). For the investment of Long-Term Money, values of unitized vehicles shall be valued according to the unit values published by the Custodian. Other investments shall be valued at their market value when that is available from regular public trading. If a market valuation of an investment is not available, then a fair value shall be supplied by the OCIO to the Custodian no less frequently than quarterly.

6.4 Voting Rights

Subject to the provisions of Section 5.2.4 with respect to LDC securities, where External Portfolio Managers have been appointed, such External Portfolio Managers shall assume the responsibility of exercising voting rights and will report their voting policies to ONE JIB annually. The Municipality may access these policies at any time.

6.5 Internal Controls

The Treasurer shall establish an annual process of review of all investments made under this IPS. This review will provide internal control by assuring compliance with governing legislation and with policies and procedures established by the Treasurer. To the extent

ONE JIB's input is needed, these requirements will be communicated in advance to ONE JIB.

6.6 Custodians

All investments and assets of the investment portfolios shall be held by a Custodian and any of the Custodian's sub-custodians or nominees. For Long-Term Money, the Custodian shall be acceptable to ONE Investment. For Short-Term Money the Custodian shall be acceptable to ONE Investment, if ONE Investment is administering the investment of the Municipality's Short-Term Money, otherwise the Custodian shall be acceptable to the Municipality.

6.7 Reporting

6.7.1 Short-Term Money

For the investment of Short-Term Money, the Treasurer shall report at least annually to Council, the report to be in a form and contain such content as Council may request or as prescribed by our existing investment policy in Appendix II. The report to Council shall include investment performance during the period covered and any other information required under the Regulation and that the Treasurer may consider to be pertinent.

6.7.2 Long-Term Money

The Regulation provides that ONE JIB shall submit an investment report to Council in respect of the investment of Long-Term Money at least annually. This report shall include the following.

- Investment performance during the period covered by the report;
- Asset mix of the total portfolio;
- A listing of individual investments held at the fund level at the end of the reporting period showing, where appropriate, book value, market value, realized/unrealized gains/losses and actual income received;
- A list of all transactions including the security name, trade date, and the purchase and/or sale price;
- A statement by the Treasurer as to whether all investments were made in accordance with the IPS and as to whether all investments were made in accordance with the Investment Plan; and
- Any other pertinent information in the opinion of the Treasurer.

All securities invested on behalf of the Municipality by ONE JIB or with the assistance of ONE Investment shall be held for safekeeping in the name of the Municipality by a Custodian.

7. APPROVAL, SUBSEQUENT MODIFICATIONS AND EFFECTIVE DATE

7.1 Revocation / Amendment of Previous Investment Policy

There are no amendments to the existing investment policy (Appendix II), as it still applies to Short-Term Money

This IPS will operate alongside of the existing Investment Policy , and will be applicable for only Long Term Money that is not required immediately.

7.2 Modifications to the IPS

At least annually, Council shall review the IPS and update it, if required. In the course of reviewing the IPS, Council may request comments from the Treasurer with respect to the investment of Short-Term Money and from ONE JIB with respect to the investment of Long-Term Money.

Following the Council’s review of the IPS, ONE JIB shall review the Investment Plan and update it, if required.

At a minimum, the annual IPS review will consider:

- the adequacy of funding for capital works;
- the Municipality’s ability to reduce other spending;
- flexibility of the timeframe to payout; and
- sensitivity to loss.

7.3 Effective Date

This IPS is adopted by Council of the Municipality effective August 13, 2024. The Treasurer is directed to sign a copy of this IPS to evidence approval and to deliver a copy of this IPS to ONE JIB.

Following approval of the municipality by ONE JIB, a Prudent Investor Effective Date will be agreed upon by the Municipality and ONE JIB to commence the transition to the Prudent Investment Program.

J. Michael McGovern
Signed by:

J. Michael McGovern
[Treasurer]

August 14, 2024
Date

Schedule A

Third-Party Trust Funds and Designated Funds

Third-Party Trust Funds

Bank - Cemetery Plot Olden
Bank - Cemetery Monument Olden
Bank - Cemetery Hinchinbrooke
Bank – Bordenwood
Bank – Oconto Cemetery Donations
Bank – Zealand Cemetery
Bank – St. Paul's
Investments – Cemetery National Trust Olden

Designated Funds

Not applicable

Appendix I: ONE JIB Agreement

Appendix II: Investment Policy for Short-Term Money

Corporation of the Municipality of Central Frontenac Municipal Investment Policy

1. PURPOSE

This policy establishes guidelines for municipal investments, as defined by and in compliance with the requirements of s. 418 to s. 420 of the Municipal Act, 2001 and of O.Reg.438/97. The goals of this policy are to ensure compliance with legislation and to establish a reporting practice to council, where, at least annually, a full disclosure of information relating to municipality held investments is provided.

2. POLICY

It is the policy of the Corporation of The Municipality of Central Frontenac to ensure

- 2.1** All investments are in compliance with O.Reg.438/97 and with s.418 to s.420 of the Municipal Act, 2001.
- 2.2** Preservation of capital
- 2.3** Maintenance of liquidity
- 2.4** Competitive return on investments

3. SCOPE

This investment policy applies to any investment of the financial assets of the Municipality of Central Frontenac, including Current, Capital, Reserve, Trust, and Gas Tax Funds.

4. AUTHORIZED INVESTMENTS

The eligible securities are prescribed under Ontario Regulation 438/97.

In addition, the Municipality further restricts investments to:

- a. Guaranteed Investment Certificates;
- b. the Money Market Fund, the Bond Fund, the Corporate Bond Fund and the Equity Fund, operated by *The One Investment Program*;
- c. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I, II or III to the *Bank Act* (Canada),
 - ii. a loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*, or
 - iii. a credit union or league to which the *Credit Unions and Caisses Populaires Act, 1994* applies.

The Treasurer will attempt where possible to diversify the investments so that certificates are covered under the Bank of Canada Deposit Insurance Act.

5. CURRENCY

The Municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars. O. Reg. 438/97, s.6 (1).

6. REPORTING

The Treasurer or designate has a specific responsibility to prepare and provide, at least annually, an annual investment report to council. O. Reg. 438/97, s.8 (1). This report shall contain the following information:

- 6.1** a statement about the performance of the portfolio of investments of the municipality during the period covered by the report.
- 6.2** an estimated proportion of the long-term and short-term securities compared to the total investments and a description of the change, if any, in that estimated proportion since the previous year's report.
- 6.3** a statement by the treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investments policies and goals adopted by the municipality; and

- 6.4 a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security.
- 6.5 such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 438/97, s. 8 (2); O. Reg. 655/05, s. 6.

7. AUTHORITY

Authority to invest public funds is derived from section 418 to section 420 of the Municipal Act, 2001.

The Municipal Treasurer shall have the responsibility for the management of the investment program and to ensure that all investments are made in accordance with this Policy and Ontario's Eligible Investments and Related Financial Agreements Regulation O.Reg 438/97. All investment documents which authorize the transfer of funds from the Township's General Bank Account must be co-signed by the Township's Mayor or designate.

This policy is approved by resolution of the Council of The Municipality of Central Frontenac,

READ a first and second time this 8th day of July, 2014.

READ a third time and passed this 8th day of July, 2014.

Frances Smith, Mayor

Steve Silver, Interim CAO/Clerk

Central Frontenac

TALKING POINTS – Q4 2025

Data as of December 31, 2025

Total Portfolio Return (%)	3 Months	YTD	Since Inception	Inception Date
Central Frontenac – Model F	2.40	-	15.72	1/14/2025

Economic snapshot

Slowing growth due to U.S. tariffs and tumbling immigration was partially offset in 2025 by fiscal stimulus, continued interest-rate cuts by central banks and massive capital expenditures in artificial intelligence.

Inflation remains too high in the U.S. and slightly elevated in several developed markets, primarily due to tariff increases and persistent post-pandemic economic scarring. However, year-over-year inflation is expected to peak in the spring of 2026 before declining.

In Canada, we believe economic growth should accelerate moderately in the year ahead and may pleasantly surprise relative to consensus expectations. Tariff headwinds should fade, and notable tailwinds are expected. These beneficial forces include interest-rate cuts, further fiscal stimulus, low oil prices, a positive stock-market wealth effect, further growth in artificial-intelligence expenditures and the early stages of an AI-driven productivity boost.

The U.S. economy should remain among the developed-world’s economic growth leaders.

POSITIVE THEMES	NEGATIVE THEMES	INTERESTING
<p>Some growth tailwinds for 2026</p> <p>Tariff impact on inflation undershooting expectations</p> <p>Combination of rate cuts + economic expansion is rare and constructive for markets</p> <p>Hoping for faster productivity growth ahead</p> <p>Upside surprises for Canadian economy</p>	<p>U.S. economy decelerates mildly</p> <p>Risk assets trending less reliably upward</p> <p>Worries about AI bubble continue</p> <p>Chinese housing weakness</p> <p>Social Security funding concerns</p>	<p>Monroe Doctrine + Venezuela</p> <p>AI and the economy</p> <p>Central bank actions in review</p> <p>Inflection points ahead:</p> <ul style="list-style-type: none"> - Supreme Court on Tariffs - New Fed Chair - Feb 1 shutdown risk <p>USMCA coming into focus</p>

For additional details, <https://www.rbcgam.com/en/ca/insights/>

Canadian Fixed Income

- The Bank of Canada (BOC) reduced interest rates twice following a six-month pause, with cuts occurring in September and October. These reductions brought the policy rate to 2.25%.
- The Canadian fixed income market experienced mixed performance in the fourth quarter, with rising Government of Canada bond yields creating headwinds that were partially mitigated by narrowing credit spreads
- The shorter duration holdings in Central Frontenac's portfolio returned 0.36% (Short Term Bonds) to 1.08% (Commercial mortgages) in Q4.

Global Fixed Income & Credit

- Government bond yields have fluctuated in a relatively narrow range over the past year as investors weighed easier monetary policy against increased government spending and firmer inflation.
- Markets have priced in just over two Fed rate cuts for 2026.
- Narrowing in U.S. credit spreads following progress on trade deals suggests increased confidence in the outlook for economic growth. Although spreads are relatively narrow, the all-in yields on corporate and high-yield bonds remain appealing to fixed-income investors.
- Central Frontenac's global credit fund returned 1.01% (global credit) in Q4.

Canadian Equity

- The Canadian stock index outperformed many of its global peers, as strength in banks, gold mining and technology offset a sluggish domestic economy and led to another round of all-time highs in Q4.
- Over half of the market performance this year has been due to solid earnings, while higher valuations explain the remainder of the index's move.
- The gold companies in the S&P/TSX have more than doubled this year as higher gold prices drove free cash flows. Gold companies now represent 13.3% of the index, so the performance of the broader index will be somewhat dependent on the direction of precious-metals prices.
- S&P/TSX consensus earnings estimates have been raised for 2026 to 15%.
- The core Canadian equity strategies held by Central Frontenac posted strong returns, ranging from 4.93% (value) to 7.70% (quantitative) over the quarter.

Global Equity

- Global equities climbed to fresh records during the past quarter as investors embraced risk-taking amid easier monetary conditions, strong corporate profits and optimism around the benefits of artificial intelligence.
- The strong gains mean that valuations have been creeping higher almost everywhere, and the overvaluation story is no longer just a U.S. large-cap phenomenon. However, European and emerging market stocks remain attractively priced.
- The core U.S. equity exposure's performance was muted in Q4.
- Outside the U.S., Central Frontenac's international equity fund exposure performed well at ~3.0% over the quarter, and the newly added emerging market equity exposure performed the best (8.41% for the dividend fund, 5.65% for the core fund).

Prepared by PH&N Institutional



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: 53-2026
DATE: March 24, 2026
FROM: J. Michael McGovern, Treasurer
PREPARED BY: J. Michael McGovern, Treasurer
RE: Cemetery Scotia Trust Resignation as Trustee

RECOMMENDATION

THAT Council receives for information the Treasurer's Administrative Report entitled "Cemetery Scotia Trust Resignation as Trustee";

AND THAT Council authorizes the Treasurer to transfer the funds from Scotiatrust acct # 78004512 to the existing Royal Bank Cemetery Account.

AND FURTHER THAT Council authorizes the CAO & Mayor to sign the Release, acknowledgment and indemnity document for Scotiatrust once the BAO approves the application and the Treasurer has received the funds

BACKGROUND

As a cemetery operator, proceeds from each sale of interment rights is required to be collected and deposited into a trust fund for future cemetery care and maintenance. Contributions by cemetery operators to the fund became mandatory in Ontario in 1955. A percentage of the price paid for interment or scattering rights is put into the Care and Maintenance Fund or Account, which is a trust fund for the upkeep of a cemetery in perpetuity. The trust fund's purpose is to ensure there is money available to maintain the cemetery for future generations, including after a cemetery no longer has new burials nor the revenue that comes with them from the sale of interment rights.

The Township currently holds Cemetery Care and Maintenance Funds in Scotiatrust associated with the Olden Cemetery and also hold funds in an RBC (Royal Bank of Canada) dedicated account in relation to all of our other cemeteries. Perpetual care

came to be in 1979, and therefore the scotia trust account was set up before the previous treasurer started in 1981.

DISCUSSION

We received a notice dated January 16, 2026 from Scotia Wealth Management (Scotia) that they are resigning as Trustee for Cemetery Funds. As of the January 16th communication, Scotia believed the Bereavement Authority (BAO) would complete a bulk transfer of the funds based on direction from the account holders.

A follow up communication dated February 9, 2026, Scotia advised that the BAO will not be completing a bulk transfer as anticipated and that each cemetery operator/licensee will need to follow the BAO process to transfer the funds. Scotia has set the resignation date of April 16, 2026. This will impact approximately 300 accounts.

Reference (O.Reg 30/11) - Under the Funeral, Burial and Creation Services Act, 2002, S.O.2002, c.33:

85. For the purposes of subsection 53 (5) of the Act, a municipality may act as the trustee of a care and maintenance fund or account,

(a) for a cemetery of which the municipality is the owner; or

(b) for a cemetery of which the municipality is not the owner, if the cemetery operator requests the municipality to act as trustee.

The process from the BAO to complete the transfer is:

- 1) Obtain a council resolution supporting the transfer for funds from the ScotiaTrust account to the Township's dedicated cemetery account with RBC.
- 2) Submit a formal "Application to Transfer Cemetery Care and Maintenance Fund/Account
- 3) Provide the most recent statement of account/fund from the current trustee

Staff are recommending that the Municipality transfer the balances from ScotiaTrust to our RBC account as we earn interest and any interest earned is allowed to be used annually to offset operating costs of the cemetery's, which the municipality currently completes annually.

Once approval is received from council to complete the transfer, staff are then required to complete an application to the BAO to transfer the funds. Approval is required from the BAO before the physical transfer of funds can be completed.

STRATEGIC PLAN PRIORITY

Healthy Community Development is very important. We will create an environment that nurtures physical, mental, and social wellbeing, providing the foundation for every individual's success.

FINANCIAL IMPLICATIONS

The balance in the account as of December 31, 2025 is \$17,238, which would be transferred to the Royal Bank of Canada and therefore, all Cemetery Funds would be held under Care and Maintenance will be in the same account. Yearly deposits have ranged from approximately \$2,000 to \$6,000, depending on the # of purchases made.

ATTACHMENTS/REFERENCES

n/a



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38
Sharbot Lake, Ontario

REPORT NUMBER: 54-2025
DATE: March 24, 2026
FROM: J. Michael McGovern, Treasurer
PREPARED BY: J. Michael McGovern, Treasurer
RE: 2027 Insurance Renewal

RECOMMENDATION

WHEREAS AON is the endorsed insurance broker for the Ontario Education Collaborative Marketplace (OECM);

AND WHEREAS the Central Frontenac Procurement Policy permits purchasing through group buying organizations, such as OECM without issuing a Request for Proposal (RFP), as the competitive procurement process has already been completed by the group;

NOW THEREFORE BE IT RESOLVED that Council pre-approve the Treasurer to obtain pricing in the fall through OECM for the provision of insurance services for a three-year term (2027-2030), including the option of two one-year extensions.

BACKGROUND

In both 2016 and 2021, Council authorized the CAO/Clerk and the Treasurer to enter into three-year agreements for insurance services with Aon, each including the option of two one-year extensions.

During those years, Frontenac County, along with the municipalities of South Frontenac, North Frontenac, and Central Frontenac, jointly issued Requests for Proposal (RFPs) for an insurance consultant. The sole respondent in both instances was Cameron & Associates, at a cost of approximately \$9,000 per municipality (ranging from \$5,000 to \$20,000), in addition to significant staff time required to compile necessary

documentation. The consultant subsequently issued an RFP for insurance services on behalf of the participating municipalities.

In 2016 three firms submitted bids:

- JLT – \$135,476
- Aon – \$115,909
- Frank Cowan – \$227,555

In 2021, Central Frontenac received three submissions:

- Intact – \$297,353
- Marsh – \$313,496
- Aon – \$217,148

More recently, the Frontenac Treasurers discussed the possibility of issuing a joint RFP. However, it was determined that this approach would likely not provide significant financial benefit, given the limited savings achieved previously and the considerable staff time required. As a result, one municipality has chosen to remain with its current provider, one has already renewed, and two remain undecided. This suggests that Central Frontenac may proceed independently or with limited collaboration.

Since 2016, the number of insurance providers available to bid has decreased to approximately four, reducing overall market competitiveness.

According to the OECM website, Aon is a leading global professional services firm operating in Canada as Aon Reed Stenhouse Inc., with approximately 1,600 employees across 23 offices. Their structure includes specialized industry practice groups and broking centres of excellence, providing sector-specific expertise. Aon's Public Sector team has over 40 years of experience and currently services more than 200 institutions in Canada, placing approximately \$200 million in premiums.

DISCUSSION

Prior to 2016, the Municipality had experience working with Frank Cowan, which provided strong service. While there were initial concerns regarding the transition to Aon, the change resulted in annual savings of approximately \$175,000.

Since that time, Aon and its service team have consistently demonstrated a high level of professionalism and customer service, exceeding expectations. Their pricing has also remained competitive.

The Municipality's Procurement Policy permits the use of group purchasing organizations where value can be demonstrated:

"For the procurement of goods and services, construction, or consulting services through a purchasing group where analysis supports best value."

Issuing a new RFP would require substantial staff time and resources, as well as consultant costs estimated between \$5,000 and \$20,000. Based on past experience, it is unlikely that this process would yield significant additional savings. It is also noteworthy that it has taken approximately ten years for insurance costs to return to 2016 levels following the initial transition to Aon.

STRATEGIC PLAN PRIORITY

Sustainable Core Services are at the heart of our commitment. We will ensure that essential services remain efficient and accessible, enabling our community's sustainable growth.

FINANCIAL IMPLICATIONS

Utilizing the group purchasing provisions within the Procurement Policy is expected to result in both time and cost savings by avoiding the need for a full RFP process.

ATTACHMENTS/REFERENCES

N/A



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: 55-2026
DATE: March, 24, 2026
FROM: Michael J. McGovern, Treasurer
PREPARED BY: Erin Babcock, Deputy-Treasurer
RE: 357/358/359 Response

RECOMMENDATION

THAT Council for the Township of Central Frontenac approve the following reduction/change of Assessment pursuant to the Municipal Act.

Roll Number 10-39-070-010-30722-0000 for the period of October 28, 2023 to August 28, 2025 as reported by MPAC. Reason – **Demolition/ Razed by fire**, demolition, or otherwise - (357)(1)(d)(i).

AND FURTHER that Council approves an adjustment of taxes to be calculated by the tax department for the related period.

BACKGROUND

MPAC reviews applications and does a site visit where necessary to determine the new assessment details, such as, assessment amount, tax class change, etc.

Phase-in of Assessment has meant that Assessments for 2012 have had to be restated by MPAC based on the now existing property to determine the new phased-in amounts. Additional reports have been implemented by MPAC to determine this information.

DISCUSSION

It is the normal practice to approve this adjustment of assessment as recommended by MPAC.

STRATEGIC PLAN PRIORITY

N/A

FINANCIAL IMPLICATIONS

The assessment change will result in a reduction of property taxes for the period given based on the assessment provided.

ATTACHMENTS/REFERENCES

Reports from MPAC provided to Council



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38
Sharbot Lake, Ontario

REPORT NUMBER: 56-2026
DATE: March 24, 2026
FROM: Chris McDonough, Manager of Emergency Services Fire Chief
PREPARED BY: Chris McDonough, Manager of Emergency Services Fire Chief
Donna Longmire, Fire Services Coordinator
RE: Central Frontenac Fire Rescue (CFFR) Activity Report

RECOMMENDATION

THAT Council receive the Central Frontenac Fire Rescue (CFFR) Activity Report prepared by the Manager of Emergency Services/Fire Chief dated February 24, 2026

BACKGROUND

Fire Prevention/Public Education

The month of February Fire Rescue Services focused its public education and social media initiatives on winter safety topics, including winter weather safety, snowmobile safety, and ice safety. The department continues to advance community engagement and public education efforts. Annual inspections of vulnerable occupancies remain on going, with one inspection completed in February and several additional inspections scheduled for the coming months.

Meeting/Training Sessions

This past month firefighters continued participate in both in-house training as well as ice water training. In addition, a “Resilient Minds” course was delivered, which is evidence-based, peer-led mental health awareness program developed by firefighters for firefighters. A total of 27 members attended the two sessions.

Five firefighters also successfully obtained their NFPA 1006 for Ice Water Rescue Technician certification, further enhancing the departments technical rescue capabilities.

A District Chiefs’ meeting was held in mid- February, along with participation in Environment and Climate Change Weather Briefing meetings. Work has begun on the Community Wildland Fire Protection Plan.

Fire and Emergency Operations

Preparations are underway for the Emergency Exercise Program, scheduled for June 11, 2026, which will focus on responding to major weather events, including tornadoes and/or derecho-type storms.

Summer students will be returning in the coming months to assist with public education, administrative duties and other departmental support tasks.

The Voyent Alert system was utilized to issue informational alerts 14 times in January and 7 times in February. As of the end of February, there were 723 active subscriptions. This vital communication tools is used to send alerts to residents, businesses, and visitors during critical events such as fire or floods, as well as for routine notifications, including snow removal advisories, planned maintenance, etc.

STRATEGIC PLAN PRIORITY

Sustainable Core Services are at the heart of our commitment. We ill ensure that essential services remain efficient and accessible, enabling our community's sustainable growth.

FINANCIAL IMPLICATIONS

N/A

ATTACHMENTS/REFERENCES

- February 2026 CFFR – Incidents
- Three Year Comparison for the Month of February – Incidents
- February Training/Meetings

February 2026 Incidents

Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel
Arden				
Fire	1	3.85	2 h 24 m	1.0
Overheat (no fire, e.g. engines,...	1	3.85	0 h 0 m	0.0
Vehicle Collision	1	3.85	9 h 15 m	5.0
Vital signs absent, DOA	1	3.85	8 h 0 m	5.0
Medical/resuscitator call no ac...	1	3.85	1 h 40 m	4.0
Other Medical/Resuscitator Call	3	11.54	9 h 30 m	3.0
Subtotal for Arden	8	30.77	30 h 49m	3.0
Mountain Grove				
Overheat (no fire, e.g. engines,...	2	7.69	1 h 59 m	1.5
Vehicle Collision	1	3.85	0 h 54 m	2.0
Subtotal for Mountain Grove	3	11.54	2 h 53m	1.7
Sharbot Lake				
Fire	1	3.85	12 h 16 m	10.0
Overheat (no fire, e.g. engines,...	2	7.69	5 h 38 m	5.0
CO false alarm - equipment m...	1	3.85	4 h 52 m	4.0
Vehicle Collision	1	3.85	1 h 59 m	7.0
Medical/resuscitator call no ac...	1	3.85	1 h 51 m	3.0
Other Medical/Resuscitator Call	3	11.54	7 h 18 m	3.7
Subtotal for Sharbot Lake	9	34.62	33 h 54m	5.0
Parham				
Fire	1	3.85	10 h 6 m	6.0
Overheat (no fire, e.g. engines,...	2	7.69	21 h 46 m	7.0
CO false alarm - perceived em...	1	3.85	9 h 7 m	5.0
Other Medical/Resuscitator Call	2	7.69	5 h 21 m	2.0
Subtotal for Parham	6	23.08	46 h 20m	4.8
Total Number of Responses	26		113 h 56m	4.0

February 2026 Incidents Pie Chart

Vital signs absent, DOA - 1
3.85%

CO false alarm - equipment malfunction (no CO present) - 1
3.85%

CO false alarm - perceived emergency (no CO present) - 1
3.85%

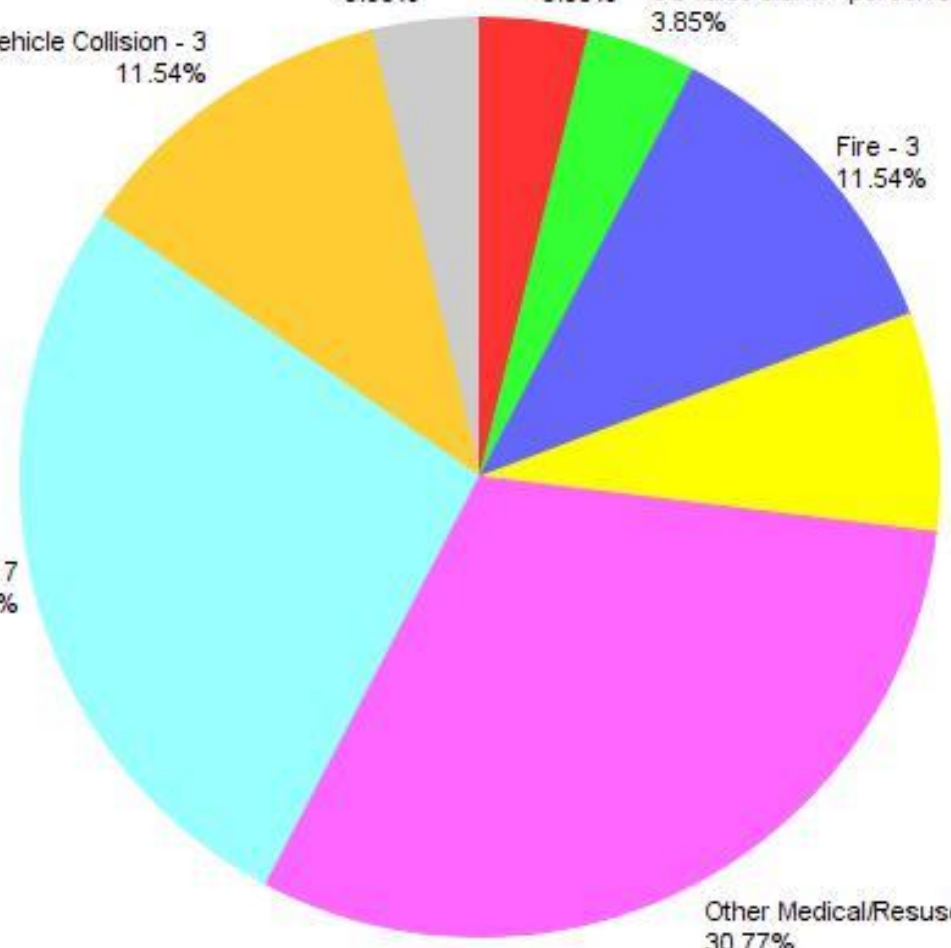
Vehicle Collision - 3
11.54%

Fire - 3
11.54%

Medical/resuscitator call no action required - 7
26.92%

fire, e.g. engines, mechanical devices) - 7
26.92%

Other Medical/Resuscitator Call - 8
30.77%

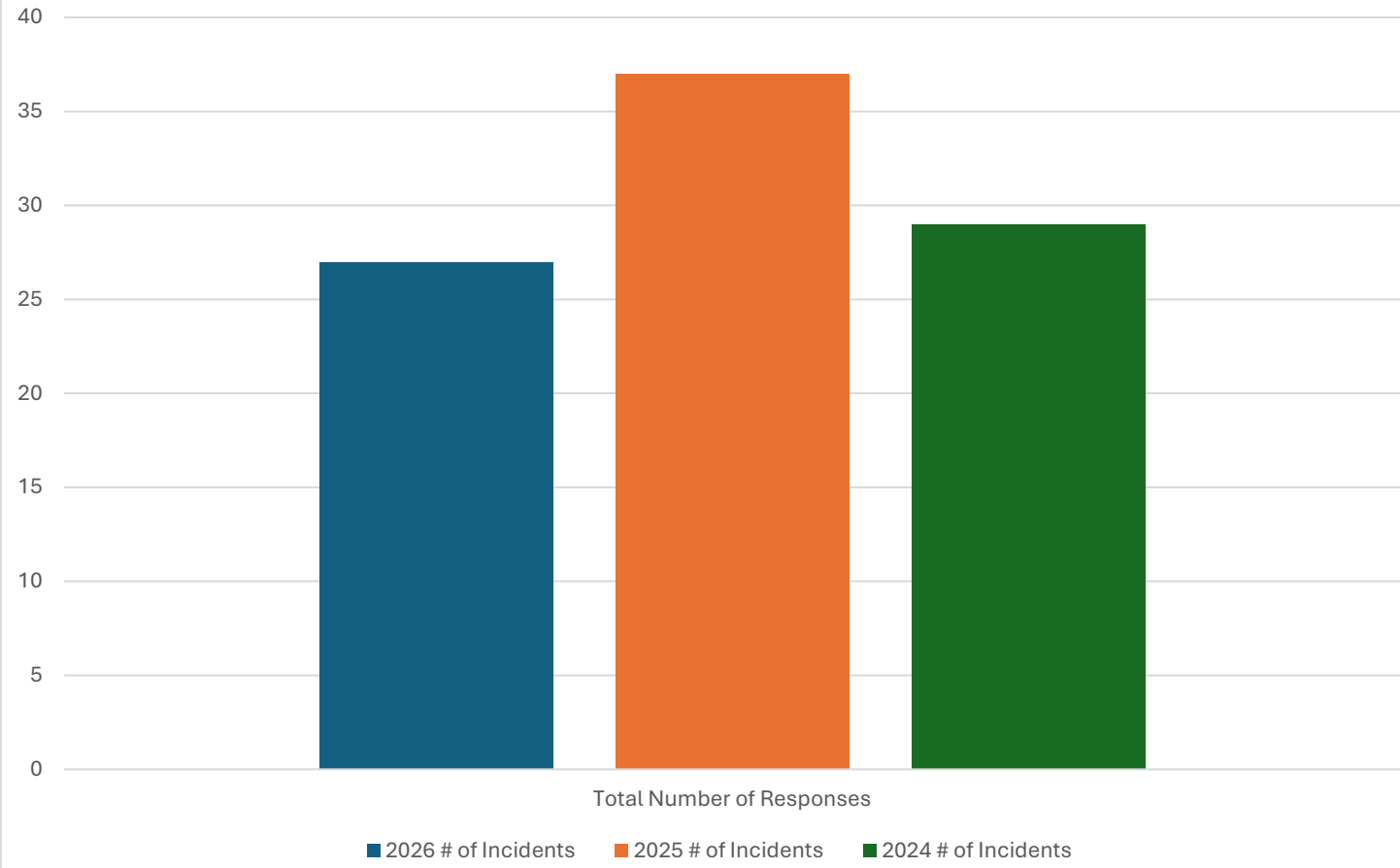


Comparison
February – Incidents

Response Type	2026	2025	2024
Arden			
Fire	1	2	1
Overheat (no fire, e.g. engines, mech. devices)	1	0	0
Vehicle Collision	1	0	1
Oxygen administered	0	1	0
Vital signs absent, DOA	1	0	0
Medical/resuscitator call no action required	1	0	0
Other Medical/Resuscitator Call	3	6	2
Totals for Arden:	8	9	4
Mountain Grove			
Fire	0	3	1
Overheat (no fire, e.g. engines, mech. devices)	2	0	1
Other pre fire conditions (no fire)	0	1	0
Vehicle Collision	1	0	1
Oxygen administered	0	1	0
Other Medical/Resuscitator Call	0	3	2
Totals for Mountain Grove:	3	8	6

Response Type	2026	2025	2024
Sharbot Lake			
	0	1	0
Fire	1	3	1
Overheat (no fire, e.g. engines, mech. devices)	2	1	1
Other pre fire conditions (no fire)	0	1	0
CO false alarm - equipment malfunction	1	0	0
Vehicle Collision	1	4	2
Vital signs absent, DOA	0	1	1
Medical/resuscitator call no action required	1	0	0
Other Medical/Resuscitator Call	3	0	4
Totals for Sharbot Lake:	9	11	12
Parham			
Fire	1	3	1
Overheat (no fire, e.g. engines, mech. devices)	2	0	1
CO false alarm - perceived emergency	1	0	0
Spill - Gasoline or Fuel	0	1	0
Vehicle Collision	0	2	1
Water Ice Rescue	0	1	0
Other Medical/Resuscitator Call	2	2	2
Totals for Parham:	6	9	7
<hr/>			
Total Number of Responses	26	37	29

Incidents for the Month of February 2024-2026



February 2026 Training/Meetings

Type	# of Sessions	Session Hours
Arden		
*Training	3	6.00
*Other	2	2.00
Subtotal for Arden	5	8.00
Mountain Grove		
*Training	3	6.00
*Other	1	3.00
Subtotal for Mountain Grove	4	9.00
Sharbot Lake		
*Training	4	6.00
Subtotal for Sharbot Lake	4	6.00
Parham		
*Training	5	37.00
*Other	2	20.00
Subtotal for Parham	7	57.00
All Stations		
*Training	2	19.50
*Other	1	3.00
Subtotal for All Stations	3	22.50
Total Number of Sessions:	23	102.50



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: 57-2026
DATE: March, 24, 2026
FROM: Cathy MacMunn, CAO/Clerk
PREPARED BY: Stephanie Hammond, Financial Assistant
RE: Cemetery By-law Amendment 2020-08 - Fees

RECOMMENDATION

THAT Council receive the report for information for the new rates for 2026 as outlined in Schedule B of the By-law and pricing adjustment as per the October Consumer Price Index.

BACKGROUND

By-law 2020-08

Schedule B of the Cemetery By-law 2020-08 adjusts yearly fees.
Cost of Living for 2026 is to be set at 1.7% as follows:

Sale of Interment Rights:

	2025	2026
Resident Single Grave	\$869.73	\$878.94
Non Resident Single Grave	\$1,281.15	\$1,302.93

Oconto Cemetery Columbarium:

	2025	2026
Resident Niche Row A	\$1,427.76	\$1,451.77
Resident Niche Row B	\$1,427.76	\$1,451.77
Resident Niche Row C	\$1,268.61	\$1,287.00
Resident Niche Row D	\$1,141.30	\$1,157.53
Non Resident Niche Row A	\$1,683.72	\$1,712.35
Non Resident Niche Row B	\$1,683.72	\$1,712.35

	2025	2026
Non Resident Niche Row C	\$1,427.76	\$1,451.77
Non Resident Niche Row D	\$1,198.60	\$1,215.80

Transfer Fee:

	2025	2026
Transfer Fee	\$63.65	\$64.73

Interment:

	2025	2026
Resident - Child	\$254.13	\$258.96
Resident - Adult	\$636.57	\$636.57
Resident - Cremated	\$222.80	\$222.80
Non Resident - Child	\$381.94	\$388.44
Non Resident - Adult	\$763.88	\$776.88
Non Resident - Cremated	\$350.11	\$356.07

Additional Winter Burial Fee:

	2025	2026
Winter Burial	\$190.97	\$194.22

Disinterment Fee:

	2025	2026
Disinterment Fee	\$186.45	\$189.62

DISCUSSION

Increasing the cemetery fees in accordance with Consumer Price Index. Overall the cemetery fees will need to be increased again as they have remained static apart from CPI increases for a number of years.

STRATEGIC PLAN PRIORITY

Enter the Strategic Plan Priority.

FINANCIAL IMPLICATIONS

Increase in fees of 1.7% as per CPI

ATTACHMENTS/REFERENCES

N/A



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: xx-2026
DATE: March, 24, 2026
FROM: Cathy MacMunn, CAO/Clerk
PREPARED BY: Stephanie Hammond, Financial Assistant
RE: Cemetery By-law Amendment 2020-08 – Tower Urn

RECOMMENDATION

THAT Council receive the report regarding the Cemetery By-Law regarding Tower Urns for information;

AND FURTHER that Council provide direction to staff on whether to permit these types of Urns within our cemeteries

BACKGROUND

The Township has received a request to amend the Cemetery By-law to permit the installation of Tower Urns at Piccadilly Cemetery. The request has been made by a family member who does not wish to have their mother's cremated remains interred in the ground or in the columbarium.

A Tower Urn is a structure placed on a cemetery plot, where cremated remains are housed within a niche enclosed in the monument or headstone. Currently, our cemetery by-law is silent on these types of urns.

DISCUSSION

Staff have consulted with the Bereavement Authority of Ontario (BAO) regarding the use of Tower Urns. The BAO has advised caution in permitting these installations within municipal cemeteries.

Additionally, the BAO has indicated that monuments containing niches may be classified as "lots" under applicable regulations. As such, only a licensed cemetery operator is permitted to sell these lots. This presents a concern, as the Tower Urn

installation is being proposed by a monument company, which is not authorized to sell cemetery lots.

As per our current By-law Section 4 (g), only a maximum of (4) Urns would be permitted to be placed in the Tower Urn.

The Township currently offers above-ground interment options at Oconto Cemetery through an existing columbarium. This structure contains 48 niches with a total capacity of up to 96 urns, providing a regulated and secure alternative for families who prefer not to inter cremated remains in the ground.

We are concerned about the risk of vandalism with having cremated remains placed above the ground, also the Township would need to be in possession of the key to unlock the niche for an interment and an interment fee would still be applicable as Township staff would be required to be available for an interment to place the cremated remains inside.

While the request reflects a growing interest in alternative interment options, there are significant regulatory, operational, and risk considerations associated with permitting Tower Urns. Council direction is requested on whether to proceed with amending By-law 2020-08 to include provisions for Tower Urns in our cemeteries.

STRATEGIC PLAN PRIORITY

The Township's Strategic Plan priorities of responsible asset management, regulatory compliance, and maintaining respectful, safe and sustainable municipal services. Any amendment to the By-law must balance community needs with operational feasibility and long-term risk management.

FINANCIAL IMPLICATIONS

N/A

ATTACHMENTS/REFERENCES

Pictures of Tower Urn examples as provided by Milestone Monuments.





STAFF REPORT TO COUNCIL

Township of Central Frontenac
 14216 Road 38.
 Sharbot Lake, Ontario

REPORT NUMBER: 59-2026
DATE: March 24, 2026
FROM: Cathy MacMunn, Chief Administrative Officer/Clerk
PREPARED BY: Abigail McKinnon, Planning Coordinator
RE: Planning Activity Report

RECOMMENDATION

THAT Council receive the Planning Activity Report dated March 24, 2026, as prepared by the Planning Coordinator for information.

BACKGROUND

Monthly planning activity report for Council.

DISCUSSION

Planning Applications

Minor Variance Applications	2025	YTD 2026
Total Number of Applications	21	4
Closed Applications	18	
Consent Applications		
Total Number of Applications	21	6
Lot Additions	10	3
Severances	9	3
Right of Way/Easements	2	
Zoning By-Law Amendment Applications		
Total Number of Applications	4	0
Closed	4	
Holding Lift Applications		
Total Number of Applications	2	0
Closed	1	

Site Plan Control Applications		
Total Number of Applications	6	1
Closed Applications	3	
Zoning Clearance Applications		
Total Number of Applications	69	6
Closed Applications	66	5
Zoning Compliance Applications		
Total Number of Applications	44	12
Closed Applications	44	12

Project Updates

Additional Severance Research Project

A report was presented to Council on September 23, 2025, which included the recommendation from the County Planners to develop Water Quantity and Quality Standards and to amend the Official Plan to increase the number of permitted severances within the Rural Zone. The project remains in progress and is nearing completion.

Property Access Research Project

Township staff have received several resident complaints regarding property access issues that impact building permit applications. Staff have implemented a temporary solution and are actively exploring a permanent solution through a potential zoning by-law amendment. This project is ongoing and continues to be a priority.

Mapping of Historic Plans of Subdivision

Township staff are working in collaboration with County Planning and GIS staff to map historic plans of subdivision. Raw data has been provided to the County, who are developing a new mapping layer. This initiative aims to improve the quality and accessibility of planning information, enhance staff efficiency during resident inquiries, and support more accurate planning reviews. This project is ongoing.

Road Mapping Project

In partnership with the Public Works Department, County GIS staff, and both County and Township Planning departments, all required data has been compiled and submitted to the County. The project is currently in the final review stage by the relevant departments.

STRATEGIC PLAN PRIORITY

Not Applicable.

FINANCIAL IMPLICATIONS

Not Applicable.

ATTACHMENTS/REFERENCES

Not Applicable.



STAFF REPORT TO COUNCIL

Township of Central Frontenac
 14216 Road 38.
 Sharbot Lake, Ontario

REPORT NUMBER: xx-2026
DATE: March 18, 2026
FROM: Cathy MacMunn, CAO/Clerk
PREPARED BY: Nicole Shorts, By-Law Enforcement and Education Officer
RE: March 2026 Bylaw Enforcement & Education Activity Report

RECOMMENDATION

THAT Council receive the March 2026, By-law Enforcement and Education Activity Report as prepared by the By-law Enforcement Officer for information.

BACKGROUND

Monthly report on By-Law and Education Activity.

DISCUSSION

By-law Enforcement – February 18, 2026 – March 18, 2026

By-law Enforcement	Count	YTD
Safe Properties	9	17
Barking Dogs/Dogs at Large/Dog Owner Liability Act	10	33
Large Animal	0	0
Waste Management	1	1
Parking Complaints	1	3
Noise	0	0
Zoning	2	2
Miscellaneous (calls to SPCA/OPP/Building/Fire/Queries on bylaws/Civil Issues)	4	12
Total Inquiries	27	68
Dog Tag Payment Outreach	16	27
New Calls	17	44
Follow Ups	23	46
Total Site Investigations	40	90

Orders	3	5
Letters	2	12
Warrants	0	0
Fines	0	10
Fine Amounts	0	\$2,625.00
Warnings	18	31
Total Orders Issued	23	35
Closed Files	3	11
Impounds	2	5
Dog Tags	77	225
Dog Tag Fees	\$1,154.00	3,374.00
Kennels	1	4
Kennel Fees	\$100.00	\$700.00
Total Dog Fees	\$1,254.00	\$4,074.00

Policy Review: Nuisance Beaver Bylaw

STRATEGIC PLAN PRIORITY

Healthy Community Development Action 4- Strengthen and support the enforcement of bylaws

FINANCIAL IMPLICATIONS

N/A

ATTACHMENTS/REFERENCES

N/A



STAFF REPORT TO COUNCIL

Township of Central Frontenac
14216 Road 38.
Sharbot Lake, Ontario

REPORT NUMBER: xx-2026
DATE: March 24, 2026
FROM: Cathy MacMunn, CAO/Clerk
PREPARED BY: Cathy MacMunn, CAO/Clerk
RE: Council Vacancy – District 3

RECOMMENDATION

WHEREAS Councillor McGregor has resigned his seat on Council for (Oso District 3) effective March 10, 2026;

AND WHEREAS Council, in accordance with Section 262 of the *Municipal Act*, 2001, S.O. 2001, c.25, hereby declared one Councillor seat (District 3) to be vacant, effective March 10, 2026;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001 c.25, states that Council may fill a vacancy by appointing a person who has consented to accept the office if appointed, or requiring that a By-election be held to fill a vacancy in accordance with the *Municipal Elections Act*, S.O., 1996, c 32;

AND WHEREAS the CAO/Clerk is recommending that Council consider filling the vacancy by appointing a person who has consented to accept the office if appointed as it may be the most cost efficient than having a By-election.

AND WHEREAS the CAO/Clerk has provided options to Council to fill the vacancy as detailed herein;

NOW THEREFORE BE IT RESOLVED that Council approve the recommendation of the CAO/Clerk to fill the vacancy by appointing a person instead of holding a By-election.

B. BACKGROUND

Section 259(1) of *The Municipal Act, 2001*, S.O. 2001, c.25 (The Act) addresses the issue of Vacant Seats. The section specifically states that the office of a member of council of a municipality becomes vacant if the member:

(a) becomes disqualified from holding the office of a member of council under section 256, 257 or 258;

(b) fails to make the declaration of office before the deadline in section 232;

(c) is absent from the meetings of council for three successive months without being authorized to do so by a resolution of council;

(d) resigns from his or her office and the resignation is effective under section 260;

(e) is appointed or elected to fill any vacancy in any other office on the same council;

(f) has his or her office declared vacant in any judicial proceeding;

(g) forfeits his or her office under this or any other Act; or

(h) dies, whether before or after accepting office and making the prescribed declarations. 2001, c. 25, s. 259 (1).

When a vacancy on Council does occur, Council is faced with the decision on how to fill the vacant seat for the remainder of the term. The Act provides the following two options:

263(1) Filling Vacancies – If a vacancy occurs in the office of a member of council, the municipality shall, subject to this section,

(a) fill the vacancy by appointing a person who has consented to accept the office if appointed; or

(b) require a by-election to be held to fill the vacancy in accordance with the Municipal Elections Act, 1996. 2001, c. 25, s. 263 (1).

263(5) Rules applying to filling vacancies – the following rules apply to filling vacancies:

1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under section 262, the municipality shall,

(i) appoint a person to fill the vacancy under subsection (1) or (4), or

(ii) pass a by-law requiring a by-election be held to fill the vacancy under subsection (1).

Rule 3 states: Despite subsection (1) to (4) if a vacancy occurs within 90 days before voting day of a regular election, the municipality is not required to fill the vacancy.

Historical Experience in Central Frontenac:

In 2014, following the passing of Councillor William (Bill) Snyder (District 4), Council chose to fill the vacancy by appointment for the remainder of the 2014–2018 term. Phillip Smith was approached, consented to the appointment, and served the balance of the term.

In 2018, after Councillor Jamie Riddell (District 2) resigned, Council again opted to fill the vacancy by appointment. John Purdon was approached, accepted the appointment, and completed the remainder of the 2014–2018 term.

In 2021, following the passing of Elwin Burke, Council filled the vacancy by appointment. Phillip Smith was approached once again and accepted the role, given his prior Council experience and the limited time remaining in the term.

Options Available to Fill the Vacancy:

As outlined above, Council has two options under the *Municipal Act* to fill a vacancy, each with varying approaches. These options are presented below for Council's consideration:

Option 1: By-Election

Option 2: Appointment (with three possible approaches)

Appointment Process - Overview

The *Municipal Act* does not prescribe a specific process for appointing an individual to fill a Council vacancy, aside from eligibility requirements.

To be considered for appointment, an individual must meet the qualifications set out in the *Municipal Elections Act*, including:

- Be a resident of the municipality, or an owner or tenant of land in the municipality, or the spouse of such a person
- Be a Canadian citizen
- Be at least 18 years of age

- Not be prohibited from voting under Section 17(3) of the *Municipal Elections Act* or otherwise disqualified by law

Option 1 – By-election:

Council may choose to fill the vacancy by conducting a by-election. In accordance with Section 263(5) of the *Municipal Act*, a by-law must be passed within sixty (60) days of the seat being declared vacant.

Following the passage of the by-law:

- Nomination Day must occur between 30 and 60 days afterward
- Voting Day is held 45 days after Nomination Day

Option 2 – Appointment

(a) Appointment from Municipal Election Candidates

Council may appoint a candidate from the most recent municipal election, provided the individual is not disqualified from holding office.

It should be noted that some individuals may be ineligible due to failure to file required financial statements. Under the *Municipal Elections Act*, this results in ineligibility for election or appointment until after the next regular municipal election.

(b) Appointment by Call for Applications

Council may establish an open application process to invite interested and eligible individuals to apply for the position.

This process would typically include:

- Public notice through newspaper advertising
- Posting on the Township's website

Council would then review applications and select a suitable candidate.

(c) Direct Appointment by Council

Council may directly appoint an eligible individual without a formal application process or reference to prior election results.

This approach has been used previously in 2014 and 2018. In both instances, individuals appointed (Phillip Smith and John Purdon) had prior municipal experience

and were familiar with Council procedures and responsibilities. This minimized the need for training and allowed for a seamless transition.

Given the significant learning curve associated with the role of Councillor, and particularly when a limited time remains in the term, appointing an individual with prior experience may be advantageous.

C. Financial Implications

Option 2(a) or 2(c) – Appointment (Election Candidate or Direct Appointment):

No direct election or advertising costs. This is the most cost-effective and time-efficient option.

Option 2(b) – Appointment by Application:

Minimal costs associated with advertising, estimated at up to \$300. No election costs. This is the second most efficient option.

Option 1 – By-election:

Estimated cost between \$10,000 and \$15,000, in addition to indirect costs such as staff time and overtime. This option would impact the 2026 budget, as no funds have been allocated for this purpose.

D. Attachments

Nil



Township of Central Frontenac

Notice of Motion

Section 12.2 of the Procedural By-Law #2023-53

In accordance with Section 12.2 of the Procedural By-Law # 2023-53, as amended, this form is to be completed and submitted to the Clerk for any Notice of Motion.

When drafting a Notice of Motion, consideration should be given to the following conventions:

- Start with the word “That”
- Use the 3rd person and avoid the use of the first person
- Clearly indicate the intention of the Council
- Avoid statements that are vague
- Aim for clarity of expression
- Indicate proposed action or reflect agreed views on a particular issue
- Do not re-introduce a resolution which has already been rejected
- Key questions to ask when drafting a resolution:
 - What is the issue?
 - Who does what?
 - How do they do it?
 - When do they do it?
 - Do they report back and when/how is that done?

I, Nicki Gowdy, a Member of Council, propose the
(name)

following to be considered at the April 14 2026, Regular Meeting of Council:
(date)

Whereas the Government of Canada is advancing plans for a high-speed rail corridor in the Quebec City–Toronto corridor; and

Whereas municipalities along or potentially affected by the proposed corridor may experience impacts related to land use, infrastructure, environmental considerations, emergency services, and community planning; and

Whereas municipalities require timely information, meaningful consultation, and opportunities to provide input into the planning and development of the proposed high-speed rail project; and

Whereas Council previously directed that correspondence be sent outlining municipal concerns and requesting engagement with senior levels of government;

Therefore be it resolved that Council direct staff to forward an additional letter to the Honourable Minister of Transport outlining the municipality’s concerns regarding the proposed high-speed rail project and requesting meaningful consultation with affected municipalities; and

The Honourable Steven MacKinnon
Minister of Transport
Government of Canada
Ottawa, ON

Subject: Municipal Concerns Regarding the Proposed High-Speed Rail Project

Dear Minister MacKinnon,

On behalf of the Council and residents of the Municipality of Central Frontenac, we are writing to express several concerns regarding the proposed high-speed rail project currently under consideration by the federal government. While we recognize the potential national benefits associated with improved intercity transportation, we believe that additional consultation and analysis are necessary to ensure that the interests of local rural communities including economic drivers and environmental issues are adequately addressed and protected.

First, one of the potential routes raises significant questions related to land use and property impacts within our municipality. Preliminary information suggests that the corridor may pass through agricultural lands, environmentally sensitive areas, and established residential zones. These impacts could result in property expropriation, disruption to farming operations, and long-term changes to our community's rural character.

Second, Council is concerned about the potential environmental consequences of the project. Our municipality contains wetlands, wildlife habitats, and water resources that are critical to the ecological health of the region. We request clarity on how the federal government intends to mitigate impacts on these areas and ensure that rigorous environmental assessments are undertaken with meaningful local input. Our community is based around our lakes and the benefits that they offer to our area and to the people who come here to vacation and explore.

Third, we seek greater transparency regarding the economic implications for smaller municipalities located along the proposed route. While large urban centers may benefit directly from high-speed rail connectivity, it remains unclear how communities such as ours will share in those benefits or manage the associated infrastructure pressures. We have huge concerns about the impacts to roads, emergency response times, and the bisecting of our community. We as a small rural municipality can barely cover the cost to maintain the infrastructure we now have.

Our Council understands that municipalities need to be active partners in planning projects on this scale. We respectfully request that the federal government engage directly with local governments through structured consultation processes before final decisions are made regarding route selection, land acquisition, and construction timelines.

The Municipality of Central Frontenac remains committed to working constructively with the federal government to ensure that transport investments balance national mobility objectives with the long-term wellbeing of local communities.

We would welcome the opportunity to meet with representatives from Transport Canada to discuss these concerns in greater detail and to ensure that municipal perspectives are fully considered.

Thank you for your attention to this matter. We look forward to your response.

Sincerely,

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

BY-LAW #2026-14

**BEING A BY-LAW TO CONFIRM THE REGULAR MEETING OF COUNCIL
HELD ON MARCH 24, 2026**

The Council of the Corporation of the Township of Central Frontenac enacts as follows:

The actions of the Council at the Regular Council meeting held on the 24th day of March 2026 in respect of each report, motion, resolution, or other action passed and taken by the Council at its meeting, is hereby adopted, ratified, and confirmed.

The Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required, and, except where otherwise provided, to execute all documents necessary on that behalf in accordance with the by-laws of Council relating thereto.

Read a first, second, and third time and finally passed this 24th day of March 2026.

Frances L. Smith, Mayor

Cathy MacMunn, CAO/Clerk