

Economic Development Task Force Agenda

10:00 AM - Monday, March 16, 2026

Council Chambers

[Zoom Link](#)

1. Call to Order

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Economic Development Task Force Notes

- a) Notes of the February 17, 2026 EDTF Meeting as approved via email and were received for information at the February 27, 2026 Regular Meeting of Council. 3 - 5

[Economic Development Task Force - 17 Feb 2026 - Minutes - Pdf](#)

5. Presentations

- a) Sonya Bolton, Manager of Community Planning, Frontenac County re: Community Improvement Plan (CIP) 6 - 22

[2026 Community Improvement Plan - ACC](#)

6. Business Arising

- a) Work Plan

1. Increased number of business startups and expansions

- a. Welcome Package – Bonello
- b. Business Dinner & Forum (April) – Vaillancourt, Huetl, Hunter
- c. Business Profiles –Thiel
- d. National Tradesman Day Breakfast (Sept) – MCD
- e. Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD
- f. Bi-annual Business Owners Workshop Meetings – Bonello, Vaillancourt

2. Increased Tourism

- a. Attend Two (2) Tradeshows – Bonello, Thiel, Hunter
- b. SummerFest (July) – Bonello, Inglis, Vaillancourt, Hunter
- c. WinterFest (February) – Bonello, Inglis, Hunter
- d. ATV Trails (including K&P Trail) Opportunities and

- Promotion – Huetl, Bonello
- e. Strengthen relationship with Frontenac County Economic Development Team – County Representatives
- f. Advertising Initiatives to improve visitors coming to North Frontenac

b) Mural Project - MCD

23 - 24

[2026 Mural Applications Summary - ACC](#)

7. New Business

- a) Cottage Life - Article - North Frontenac Astronomy Park - [These are the 10 best places for late-winter stargazing in Canada - Cottage Life](#)

8. Adjournment

- a) Meeting adjourned at _____ a.m.



Economic Development Task Force Minutes

10:00 AM - Tuesday, February 17, 2026
Council Chambers

Present: Councillor John Inglis (Chair), Deputy Mayor Roy Huetl, Betty Hunter, Paul Thiel, Dan Vaillancourt and Cyndy Bonello

Absent with Regret:

Also Present: Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Development (MCD); Richard Allen, Manager of Economic Development (County of Frontenac); and Lori Newman (Secretary)

1. Call to Order

The meeting was called to order by the Chair at 10:00 a.m.

2. Traditional Land Acknowledgement

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Economic Development Task Force Notes

- a) Notes of the January 19, 2026 EDTF Meeting as approved via email and were received for information at the February 6, 2026 Regular Meeting of Council.

5. Business Arising

a) Increased number of business startups and expansions

Welcome Package – Bonello - Cyndy Bonello and the MCD will be meeting today to go through the Welcome Packages and ensure that all content is up to date and will assemble a stock of packages so that the “Welcome Letters” can resume being mailed out.

Business Dinner & Forum (April) – Vaillancourt, Huetl, Hunter - The Business Dinner and Forum working group advised that the Guest Speakers and Caterer have been confirmed for the Business Dinner & Forum taking place on Friday, April 17, 2026 from 5:30 p.m. to 8:00 p.m. at the Clar-Mill Hall in Plevna. The invitations have been sent out to businesses.

Business Profiles – Thiel - Paul Thiel completed the February 2026 Business Profile on “Nate’s Tires” and will be working on the March Business Profile in the next few weeks.

National Tradesman Day Breakfast (Sept) – MCD - The MCD advised the EDTF that planning for this event will not begin until August 2026.

Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD - The MCD advised the EDTF that the Public Open House for the Proposed Changes to the Township's Community Improvement Plan will take place on Friday, February 27, 2026 at the Township Municipal Office from 1:00 p.m. – 2:30 p.m. with a brief presentation at 1:30 p.m. Sonya Bolton, Manager of Community Planning, Frontenac County will present the overview regarding the proposed amendments and improvements to the Township Community Improvement Plan and will collect all comments and recommendations and bring to the March 16th EDTF meeting for discussion and consideration prior to planning a formal public meeting and presenting to Council.

Bi-annual Business Owners Workshop Meetings (June + November) - Bonello, Vaillancourt - Cyndy Bonello and Dan Vaillancourt advised that the first Bi-annual Business Owners Workshop Meeting details have been finalized and is scheduled for Wednesday, June 10, 2026 from 7:00 p.m. to 9:00 p.m. at the Barrie Community Hall in Cloyne. Advertising for this will begin mid-April.

b) Increased Tourism

Attend Two (2) Tradeshows per year – Bonello, Thiel, Hunter

The working group reported that they had a great meeting with Central Frontenac's Economic Development Committee on January 22, 2026 to discuss the Tradeshows; cost-sharing details; volunteer scheduling, etc. The groups are both preparing and getting organized for the March 13-15, 2026 Quinte Sportsman Boat and RV Show.

SummerFest (July) – Bonello, Inglis, Vaillancourt

No update at this time.

WinterFest (February 21, 2026) – Bonello, Inglis, Hunter

The WinterFest working group will hold a meeting today to discuss last minute details regarding the vendors and activities for the Winter Festival which is taking place February 21, 2026 at the Clar-Mill Community Hall in Plevna. It was also advised that there was not enough interest to hold the Talent Show portion of the Festival this year.

Mural Project – MCD

The MCD confirmed that applications are being received for the 2026 Art Mural Project. The deadline for applications is March 2, 2026 prior to 4:00 p.m.

ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello

Roy Huetl and Cyndy Bonello will be meeting with Richard Allen, Manager of Economic Development, County Of Frontenac, today to discuss options for organizing and promoting ATV Tours/Rides with routes planned within & throughout North Frontenac

Township and will bring back information to the next EDTF meeting for discussion, prior to making recommendations to Council.

Strengthen relationship with Frontenac County Economic Development Team – County Representatives

Richard Allen advised that the County is working on developing a new online Business Directory to co-ordinate with all of the Frontenac County Municipal websites scheduled to be updated in the next year. He also advised that the new County Community Development Officer has been hired and will be introduced to the EDTF at the April 20th EDTF meeting.

Advertising Initiatives to improve visitors coming to North Frontenac

There has been excellent feedback reported from the Township Businesses regarding the new brochures and tent cards that were provided (includes a QR code that takes the user to the Recreation and Leisure page of the Township Website). It was also reported that there is already a high demand for the annual “Explore Township Of North Frontenac” publication. The 2026 Edition will be available in April 2026 and the MCD will inform the EDTF so that they can be distributed to the area businesses.

6. New Business

None.

7. Adjournment

- a) Meeting adjourned at 10:40 a.m.

Recommendations to Council

Be It Resolved That Council receives for information the February 17, 2026 Notes of the Economic Development Task Force (EDTF)

Received by Council on February 27, 2026.

Councillor John Inglis, Chair



Township of
North Frontenac

**COMMUNITY
IMPROVEMENT
PLAN**

2026

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SECTION 1

INTRODUCTION/BACKGROUND

1.1 – Purpose and Context

Community Improvement Plans (CIP) are one of the many sustainable community planning tools found in the *Planning Act*. They can help communities and municipalities address challenges that prevent optimization of areas that are currently underutilized. This tool provides a means of planning and financing development activities that effectively assist in the use, reuse and restoration of lands, buildings and infrastructure. The priority of the Plan is to improve community development and foster economic growth.

A CIP is a document that identifies an area or areas of a municipality where, in the opinion of a Municipal Council, through consultation with the public, improvement is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason (Section 28 (1) of the *Planning Act*). CIPs can also be used to encourage redevelopment of vacant or abandoned brownfield properties.

A CIP is a way to allow municipalities to provide incentives in the form of financial assistance to property owners in defined areas to overcome shortfalls and barriers to improvement of these areas. A CIP also allows a municipality to acquire, rehabilitate and dispose of land and to provide grants to owners and tenants, as well as to undertake infrastructure and public space improvements. CIPs have been proven as an effective option for encouraging change and improvement using a focused approach that allows a municipality to be a partner with private sector property owners.

For a municipality to have the ability to approve a CIP, it must have policies in its Official Plan that set out where, what, and how these plans should be used. Section 6.9.5 of the Township of North Frontenac Official Plan designates the entire municipality as a Community Improvement Area and encourages the use of Community Improvement Plans to support brownfield remediation and redevelopment, the rehabilitation, development, or redevelopment, of lands, buildings, and infrastructure, and energy-efficient improvements to buildings, structures, and facilities.

Other policies in the Official Plan outline how the Township of North Frontenac is committed to strengthening and diversifying its local economy by building on its natural assets and supporting

sustainable growth. The Township aims to foster a balanced tax base and provide local employment opportunities through appropriate commercial, industrial, and home-based business development. Community Improvement Plan (CIP) programs will be used to encourage the rehabilitation and redevelopment of existing properties, including the conversion of residential space to commercial use, the enhancement of hamlet and waterfront areas, and improvements that attract new businesses and visitors. The Township also recognizes the importance of accessibility and social equity, supporting upgrades that make businesses more inclusive for residents and visitors. Overall, these initiatives reflect the Township's ongoing commitment to encouraging environmentally sustainable development, expanding the service sector, and creating a vibrant, resilient local economy.

1.2 – Background

In 2009, the County of Frontenac implemented an Integrated Community Sustainability Plan (ICSP) that sought to ensure that growth and development across the County occurs in a sustainable manner respecting the natural environment while ensuring economic and social prosperity. The ICSP included action items to pursue a sustainable future, and one of the recommendations was to develop CIPs to promote revitalization. The intention was to use CIPs to promote economic stimulation and regeneration across the County. Initial funding for the CIPs was provided by the County to each township. Subsequent investments in North Frontenac's CIP have come directly from the Township Council.

In 2016, the first Community Improvement Plan (CIP) was implemented in North Frontenac. In preparation for the plan, an exercise was undertaken to determine each settlement area's appropriateness for a CIP. While Plevna was specifically evaluated for its potential, it was noted in the evaluation that, "The population and business community in Plevna is relatively small compared with other places in Frontenac County, so it may make more sense to have a Township-wide CIP for North Frontenac." As a result, the plan focused on Township-wide economic investment with the entirety of North Frontenac identified as the community improvement project area.

Since implementation, the Plan has seen modest uptake of existing incentive programs with the greatest investment occurring through the original CIP's Façade Improvement Program and Commercial Space Funding initiative. The CIP reduced the costs of a variety of privately-driven projects ranging from permanent business signage and window and door replacement, to accessible washroom and ramp installation. Projects have been undertaken across the Township reaffirming the Township-wide community improvement area.

In July 2017, the County of Frontenac completed an Accommodation Review and Strategy for Growth. The review assessed existing accommodation across the County and provided direction for opportunities to expand accommodation. This review also identified Community Improvement Plans as an important municipal tool to support the creation of new accommodations in the region, with the façade improvement program standing out as an opportunity to support existing accommodations.

The North Frontenac Township Council undergoes a strategic planning exercise each term of Council resulting in the North Frontenac Strategic Plan. The Plan sets the mission, vision and strategic goals and objectives for the Township. The Town of North Frontenac Community Improvement Plan is a significant step in achieving the Township's economic development goals and supporting a growing community of local businesses.

1.3 – Public Consultation

The previous CIP was adopted by Township Council in April 2021. In August 2025, Council passed a motion directing the Township's Manager of Community Development to work with the County of Frontenac planners and the Township's Economic Development Task Force (EDTF) on a CIP amendment for Council's consideration. Following two meetings with the EDTF, and a public open house held on February 27, 2026, a draft of the revised CIP was provided to the EDTF at their meeting on March 16, 2026. The revised CIP was presented to Township Council at a formal Public Meeting on April 10, 2026, and was adopted on **[INSERT DATE AFTER ADOPTION]**.

SECTION 2

COMMUNITY IMPROVEMENT PLAN

2.1 – Project Area Information

As required by the *Planning Act*, the Township's Official Plan designates the entire municipality as a Community Improvement Area, for which one or more project areas can be designated through a by-law and a CIP prepared.

Through public consultation that has occurred since the first CIP was proposed, there has always been strong support for a Township-wide Community Improvement Plan to enhance the Township's natural, cultural, social, and economic environments. It was recognized that the rural nature and large geography of the Township meant that focusing on a specific settlement area would not be as beneficial as a broader plan looking at businesses across the Township.

By-Law Number 26-16 was passed on March 19, 2016, and designates the entire Township of North Frontenac as a Community Improvement Project Area.

2.2 – Goal and Objectives

The goals and objectives for the CIP were developed through consultation with the community and members of the EDTF. The goals and objectives reflected here are similar to the ones from the previous CIP, and include one addition to address energy and environmental sustainability.

Goals	Objectives
<p>Improve the visual quality and identity of the community by enhancing streetscapes, buildings, and public spaces, and by increasing awareness and visibility of local businesses.</p>	<ul style="list-style-type: none"> • Encourage façade, signage, and property improvements that reflect the rural character of the township. • Support enhancements to streetscapes, gateways/entrances, and community focal areas that improve first impressions and reinforce local identity. • Promote coordinated branding and wayfinding initiatives to increase visibility and recognition of local businesses and destinations.
<p>Strengthen commercial vitality and long-term economic resilience by supporting local businesses, encouraging reinvestment, and fostering a diverse and sustainable rural economy.</p>	<ul style="list-style-type: none"> • Support the retention, expansion, and attraction of small and locally owned businesses that serve residents and visitors year-round. • Encourage reinvestment in underutilized or aging commercial, mixed-use, and agricultural-support buildings. • Promote flexible and adaptive use of buildings to support small businesses, value-added agriculture, and tourism.
<p>Advance social equity and inclusive community engagement by improving access to services, supporting barrier-free and inclusive development, and strengthening public communication and participation.</p>	<ul style="list-style-type: none"> • Improve accessibility and safety in public-facing buildings and spaces, including barrier-free entrances, washrooms, and pedestrian connections. • Support projects that increase access to essential goods, services, and community amenities for residents across the township. • Strengthen communication and outreach tools to ensure residents, businesses, and community groups are informed of improvement opportunities and able to participate.
<p>Promote energy efficiency and environmental sustainability by encouraging building upgrades, renewable energy integration, climate-resilient design, and practices that reduce environmental impacts while supporting rural economic development.</p>	<ul style="list-style-type: none"> • Encourage energy-efficient building retrofits and low-impact development practices that reduce operating costs and environmental impacts. • Support the use of renewable energy systems and climate-resilient design appropriate to rural buildings and sites. • Promote sustainable land and infrastructure practices that protect natural features, reduce resource consumption, and support long-term rural viability.

2.3 – Financial Incentive Programs

The financial incentive programs described in this section have been included to specifically target revitalization and rehabilitation efforts appropriate for North Frontenac. These incentive programs can be used individually or in combination by the landowner/applicant, with certain restrictions on the maximum amount of funding available.

The sub-sections below describe the five different programs and the types of eligible costs covered by each. Where a cost proposed for grant funding is not specifically listed, the Township may determine, at its discretion, whether the cost is sufficiently similar in nature to the items identified below to be considered eligible.

2.3.1 Façade and Property Improvement Grant

- a. Building façades, exterior repairs, and finishes, including cladding materials, windows, doors, roof shingles/metal sheeting, architectural details and painting
- b. Signage, lighting, awnings, and storefront improvements
- c. Landscaping, patios, fencing, and entrance or streetscape elements

Available funding: The maximum amount of a grant is \$5,000 or two-thirds of the eligible project costs, whichever is less.

2.3.2 Building Renovation and Construction Grant

- a. Interior renovations tied to business start-up, expansion, or modernization
- b. Building code, fire, or health and safety upgrades
- c. Conversion of underutilized space to commercial, mixed-use, or employment uses
- d. Additions to existing commercial buildings and new structures on commercial properties
- e. New buildings for accommodation on a property that is zoned for Recreational Commercial uses and permits Tourist Establishments
- f. Installation of a septic/wastewater treatment system for the purposes of (1) expanding or creating a commercial business, or (2) for Recreational Commercial operations, bringing an existing system into compliance with current legislation

Available funding: The maximum amount of a grant is \$5,000 or two-thirds of the eligible project costs, whichever is less.

2.3.3 Accessibility and Community Inclusion Grant

- a. Barrier-free entrances, ramps, doorways, and automatic doors
- b. Accessible washrooms and interior circulation
- c. Exterior lighting and safety improvements, such as levelling or repairing pathways and other exterior surfaces
- d. Wayfinding and accessibility signage, including pavement markings for accessible parking spaces

Available funding: The maximum amount of a grant is \$5,000 or two-thirds of the eligible project costs, whichever is less.

2.3.4 Energy Efficiency and Environmental Sustainability Grant

- a. Insulation, windows, doors, and air sealing
- b. High-efficiency heating, cooling, and ventilation systems
- c. Renewable energy installations (e.g., solar PV)
- d. Water conservation, stormwater management, and low-impact design/landscaping

Available funding: The maximum amount of a grant is \$5,000 or two-thirds of the eligible project costs, whichever is less.

2.3.5 Planning and Building Administrative Grant

- a. Planning application fees
- b. Building and demolition permit fees
- c. Fees for the services of a qualified professional to prepare drawings, studies, or reports to support a planning or building permit application

Available funding: The maximum amount of this grant is \$7,000, or two-thirds of the eligible costs, whichever is less. Within this grant there is the following breakdown between permit fees and professional fees: for municipal planning application and building and demolition permit fees, the maximum grant is \$2,000, or two-thirds of the costs, whichever is less, and for professional services, the maximum grant is \$5,000, or two-thirds of the eligible costs, whichever is less. A pre-application consultation meeting is required with municipal planning or building staff prior to the application being submitted. Any costs associated with the pre-application consultation meeting are the responsibility of the applicant and cannot be included as an eligible cost under the CIP.

2.4 – Eligibility Requirements

All the financial incentive programs contained within this CIP are subject to general program requirements as well as the individual requirements of each selected program.

2.4.1 General Program Eligibility Requirements

The following eligibility requirements apply to all applications, where applicable, unless stated otherwise in the program specific eligibility requirements.

- a. Eligible properties include:
 - Those located within the boundaries of the Township of North Frontenac
 - Lands zoned to permit the existing or proposed use
 - Lawfully existing buildings (or structures eligible under the specific program)
- b. Eligible applicants include:
 - Property owners
 - Tenants with written owner authorization
 - Non-profit or community organizations occupying eligible buildings (with written owner authorization)
- c. All required planning approvals and permits, and approval of the CIP application, must be obtained prior to any construction or on-site work. Only project cost incurred after the grant approval will be considered eligible costs under the program.
- d. All Applicants shall be in good standing with regards to all municipal fees and property taxes liable on the property at the time of application and shall comply with all applicable municipal by-laws and provincial legislation.
- e. All Applicants shall have and provide a valid Business Registration Number or Harmonized Sales Tax (HST) Number.
- f. Programs that apply to commercial buildings can also apply to other types of non-residential buildings such as industrial and institutional, unless otherwise stated.
- g. In the case of Live/Work Units, only costs that are directly related to the commercial portion of the unit are applicable (i.e., building requirements for commercial use not required for residential use).

- h. In the case where one business owns multiple properties, their eligibility is per business not per property. Refer also to Section 3.3.a regarding general conditions.

2.4.2 Ineligible Projects and Costs

The following projects and costs are not eligible for a grant under the CIP;

- a. Routine maintenance or cosmetic work not visible or impactful
- b. Projects started prior to written CIP approval
- c. Home-based businesses/home occupations
- d. Mobile businesses (e.g., Refreshment Vehicle)
- e. Residential-only uses (unless part of a mixed-use or program-specific exception)
- f. Non-commercial properties who rent structures for short term accommodation
- g. Pre-application consultation and review fees required by the municipality or commenting agencies
- h. Legal fees, land acquisition costs, or development charges
- i. Costs associated with appeals, enforcement actions, or non-compliance
- j. Studies or drawings not required by the municipality or another agency

2.4.3 Program-Specific Eligibility Requirements

1. Façade and Property Improvement Grant

- a. Improvements must be visible from a public street or space
- b. Design must reflect rural character and surrounding context
- c. Signage must comply with municipal sign by-law

2. Building Renovation and Construction Grant

- a. Project must support an active commercial use, mixed-use, or employment use
- b. Interior improvements must be directly tied to business operation or reuse
- c. Temporary or seasonal uses may be eligible if contributing to local economy

3. Accessibility & Community Inclusion Grant

- a. Improvements must exceed minimum code requirements where feasible
- b. Priority for buildings that provide essential or frequently used services

- c. Public access required

4. Energy Efficiency & Environmental Sustainability Grant

- a. Improvements must demonstrate energy or environmental performance benefits
- b. Renewable energy systems must comply with provincial and utility requirements
- c. Energy audit or technical documentation may be required
- d. Improvements for stormwater management must deal with run-off on the subject property, with no negative impact to adjacent properties, roads or natural heritage features (e.g., wetlands, lakes)

5. Planning and Building Administrative Grant

- a. Application fees for zoning by-law amendment, minor variance, site plan control, or consents/severances
- b. Building permit, demolition permit, and occupancy permit fees
- c. Architectural, structural, mechanical, or electrical drawings required for permit issuance
- d. Surveys, grading plans, and servicing plans
- e. Environmental, traffic, stormwater, accessibility, energy, or other technical studies required by the municipality or an approval authority

SECTION 3

IMPLEMENTATION & ADMINISTRATION

3.1 – Application Process

3.1.1 Pre-Application Consultation

Before submitting an application, applicants must meet with the Manager of Community Development (or the CAO) to review project eligibility. Applicants should bring:

- A description of the proposed work
- Estimated costs
- A project timeline
- Plans or drawings

Staff will advise whether the project aligns with the CIP objectives and which incentive programs may apply. Acceptance of an application does not guarantee approval.

3.1.2 Application Submission

A complete application must be submitted and approved **before any work begins** and before applying for a building permit (if required). Applications will only be accepted within certain application in-take periods, which will be advertised by the Township.

3.1.3 Review and Approval

- Applications are reviewed by the Manager of Community Development, with input from relevant municipal staff, and scored against the criteria outlined in this CIP document.
- A recommendation is provided to the CAO.
- The CAO makes the final decision.
- Applicants are notified within approximately 15 business days of the closing of the application period.

3.1.4 Agreement

If approved, the applicant must enter into a formal grant agreement with the Township outlining the approved work, funding amount, timeline, and conditions.

3.1.5 Completion and Payment

- All costs are paid upfront by the applicant.
- Grants are reimbursed after the work is completed in accordance with the agreement and all required approvals are in place.
- Original receipts are required.

3.1.6 Disputes

Any disputes regarding approval, completed work, or grant payment amounts may be referred to Council for resolution.

3.2 – Application Requirements

Applications must include:

- A detailed description of the proposed development (e.g., building size, type, materials, number of storeys)
- A detailed work plan
- Cost estimates and contracts
- Plans, drawings, photos, and supporting reports
- Any additional information requested by the MCD and/or CAO

Projects must comply with:

- The Community Improvement Plan
- The Official Plan
- The Zoning By-law
- All other applicable municipal by-laws, policies, standards, and approval processes

Additional submission materials may be required at the discretion of the MCD and/or CAO.

3.3 – General Conditions

- a. Grants shall be limited to one per property per year, subject to a maximum lifetime funding amount per applicant/property of \$20,000.00 (including grants from previous CIP programs). For the purposes of this Plan, related or affiliated entities and adjacent properties operating as a single business shall be considered a single applicant.

- b. These municipal financial incentive programs can be augmented with other federal, provincial, municipal and private sector financial tools and program. However, the total of all grants, loans, and tax assistance provided under this Community Improvement Plan for any eligible property shall not exceed the eligible costs of the approved improvements for that property, in accordance with Section 28 of the *Planning Act*. Costs already covered by another incentive program shall not be considered an eligible cost under this CIP.
- c. Applications must be approved **before any work begins**.
- d. The Township may inspect properties that are subject to an application.
- e. The Township is not responsible for costs incurred before approval or for costs incurred in anticipation of funding.
- f. Programs may be discontinued at any time; however, approved applicants will continue to receive funding provided an agreement has been signed and they meet all conditions.
- g. If a related planning or building permit application is denied, funding under that program will not proceed.

3.4 – Application Scoring Matrix

This matrix applies to all CIP grant programs, with weighting that reflects Township priorities. Council or staff may set a minimum approval threshold for each round of applications. The final scoring matrix will be determined and approved by Council. The review and scoring of individual applications will be delegated to Township staff, with an information report provided to Council.

1. Alignment with CIP Goals (maximum 30 points)

- Addresses one CIP goal (10 points)
- Addresses two CIP goals (20 points)
- Addresses three or more CIP goals (30 points)

2. Community Benefit & Visibility (maximum 25 points)

- Highly visible improvement or public-facing benefit (10 points)
- Improves access to services, safety, or inclusivity (10 points)
- Contributes to community identity or sense of place (5 points)

3. Economic Impact (maximum 20 points)

- Supports local business retention or expansion (10 points)
- Creates or sustains employment or services (5 points)
- Encourages reinvestment in underutilized buildings (5 points)

4. Environmental & Energy Performance (maximum 15 points)

- Demonstrates measurable energy or resource efficiency gains (10 points)
- Incorporates climate-resilient or low-impact practices (5 points)

(Note: For non-energy programs, points may be awarded where sustainability is integrated into the project.)

5. Project Readiness & Feasibility (maximum 10 points)

- Clear scope, budget, and timeline (5 points)
- Required approvals identified or secured (5 points)

6. Priority Scoring (Optional Tie-Breakers)

Where applications score similarly, additional priority may be given to projects that:

- Are located in a designated hamlet, main street, or strategic area
- Leverage other funding sources
- Involve heritage or long-term community assets
- Are first-time CIP applicants

3.5 – Budget

Funds to operate the CIP are subject to annual Township budget allocations and approval and are at the sole discretion of the municipality. Funds from the CIP will be directed to eligible projects, which will be selected after the closing of an application in-take period and evaluated based on the scoring criteria and matrix outlined in this document.

3.6 – Amendments to the CIP

Amendments may be made to this CIP in accordance with the following:

- a. Council may discontinue any of the components of the CIP Program, without an amendment to this CIP, if, in the opinion of Council, the goals of this CIP are not being met.
- b. Council may vary the components of the CIP Program, without an amendment to this CIP, if, in the opinion of Council, the goals of this CIP are not being met, provided that the variation does not exceed the maximum amount of grants permitted through this CIP.

- c. Any change to the CIP area, or an increase to the value of the financial programs, would require an amendment of the Plan in accordance with Section 28 of the *Planning Act*.
- d. The County of Frontenac is to be consulted when making amendments.

3.7 – Marketing the CIP

The successful implementation of the CIP depends on the ability of the initiatives and funding opportunities to be effectively communicated to property owners, business owners, and community organizations. The Township and County will work together to ensure the success of the Plan.

3.8 – Monitoring the Plan

This CIP is intended to provide a proactive approach to the revitalization of the Township. As such, the success of the program will be measured by the adoption of the programs by private property owners. To best meet the needs of potential program participants, the CIP is a flexible document responding to the needs of the participants and changing market conditions. Accordingly, a monitoring program is essential to receive feedback and refine elements of the Plan that would best achieve the objectives of the CIP. The following list provides potential qualitative and quantitative measures the Township could track to monitor the effectiveness of the program and provide a basis for future amendments:

- a. Monitor the number of approved applications by financial program type;
- b. Monitor the number of unsuccessful applications and determine the reason for project ineligibility;
- c. Monitor the total value of funding allocated by financial program type;
- d. Monitor the additional square footage of commercial spaces created through the programs;
- e. Monitor the number of new jobs created;
- f. Monitor the improvement of the visual appearance of the community as result of projects accessing the funding programs;
- g. Encourage program participants to submit comments based on their experience accessing program funding;
- h. Annually report on the success of the Plan.

Based on information from these monitoring procedures, required revisions to the CIP may become evident over time. Amendments to the Plan shall be approved by Council of the Township of North Frontenac in accordance with Section 3.6 above.

Mural Applications Summary

2026 Locations

- Plevna Waste Site
- Municipal Office
- Sand Lake Beach
- Dempsey Cemetery
- Mississagagon Lake Boat Launch

Logan Bruyea (Inverary) (Painting)

1. Plevna Waste Site (something about littering)
2. Dempsey Cemetery (Angel reaching a hand to people)

Hunter Beeg (Plevna) (Painting)

1. Plevna Waste Site
2. Municipal Office



Amy Kay (Cloyne) (Photography)

1. Municipal Office
2. Dempsey Cemetery



Leane & Brian Bailey (Ompah) (Painting)

We plan to paint a landscape scene to feature a family of Deer, a Buck, Doe and Fawn in a field or forest. Typical of a Northern Frontenac wildlife scene.

1. Municipal Office
2. Plevna Waste Site

Michelle Ross (Plevna) (Photography)

This year, I hope to create a mural that pays tribute to my fellow firefighters and recognizes the service, dedication, and heart they bring to the community we proudly protect.

1. Municipal Office
2. DID NOT SELECT A SECOND LOCATION*

This design is a preliminary mockup. The final mural will feature different photographs.



Stevie Driscoll (Myers Cave) (Painting)

1. Mississagagon Lake
2. Sand Lake Beach

My concept is to create art in the form of traditional folk art (examples below) that highlights the local flora and fauna of our area. Depending on the location of the mural, I would vary the content specific for the immediate locale — e.g. fish, water birds, aquatic plants if it's near a lake or forest animals, song birds, and wildflowers if it's more inland.

