

15 janvier 2026

Cité de Clarence-Rockland
1560, rue Laurier
Rockland (Ontario)
K4K 1P7

M. Desnoyer,

Dans le cadre de l'allocation des fonds du Fonds régional d'investissement communautaire (le « FRIC »), nous vous adressons la présente lettre afin de confirmer que la Cité de Clarence-Rockland (la « Municipalité ») accepte de respecter l'intégralité des lignes directrices du FRIC adoptées par le Conseil des Comtés unis de Prescott et Russell (les « CUPR ») par l'entremise du Règlement 2025-13. Une copie des lignes directrices du FRIC se trouve en pièce jointe à cette lettre.

En signant la présente lettre de conformité, la Municipalité confirme que les fonds alloués en vertu du FRIC seront strictement utilisés conformément aux dispositions des lignes directrices du FRIC. La Municipalité s'engage également à respecter toutes les exigences de rapport afin de maintenir la transparence et la reddition de compte concernant l'utilisation des fonds du FRIC.

Disponibilités des fonds

Le tableau ci-dessous illustre les fonds disponibles qui seront transférés à la Municipalité en 2026 en vertu du FRIC.

Fonds à être transférés en 2026	106 742 \$
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La Municipalité s'engage à respecter les lignes directrices du FRIC adoptées par le Conseil des Comtés unis de Prescott et Russell (les « CUPR ») par l'entremise du Règlement 2025-13.

Frédéric Desnoyers, Trésorier

Date

Sincèrement,

Mélissa Cadieux
Directrice des services administratifs/Secrétaire

**The Corporation of the
United Counties of Prescott and Russell**

By-law 2025-13

To adopt the Regional Community Investment Fund Guidelines.

Whereas the Council of the Corporation of the United Counties of Prescott and Russell adopted By-law 2024-08 to approve the Regional Community Investment Fund Policy (ADM-026);

And whereas, during the regular Council meeting on February 26, 2025, the Council of the Corporation of the United Counties of Prescott and Russell approved Report DG-002-2025 and Resolution 2025-026, thereby abolishing the Regional Community Investment Fund Policy and instructing the Administration to develop new guidelines for the use and management of the Regional Community Investment Fund to enable direct transfers to lower-tier municipalities;

And whereas following the mandate given by the Council of the Corporation of the United Counties of Prescott and Russell, the Administration has since developed new guidelines for the Regional Community Investment Fund.

The Council of the Corporation of the United Counties of Prescott and Russell enacts as follows:

1. That the Regional Community Investment Fund Guidelines be hereby adopted and forming part of this By-law as Schedule A.
2. That By-law 2024-08 be repealed.

By-law read a first, second, and third time, and passed on March 26, 2025.

Yves Laviolette

Signé avec ConsignO Cloud (26/03/2025)
Vérifiez avec verifio.com ou Adobe Reader.

*Prescott
Russell*

Yves Laviolette, Warden

Mélissa Claire Cadieux

Signed with ConsignO Cloud (2025/03/26)
Verify with verifio.com or Adobe Reader.

*Prescott
Russell*

Mélissa Cadieux, Clerk



Schedule A to By-law 2025-13

Please see attached the Regional Community Investment Fund Guidelines.



Title:

Regional Community Investment Fund Guidelines

Revisions:

Revisions

Effective Date:

March 26, 2025

Applies to:

The Corporation of the United Counties of Prescott and Russell and the Lower-tier Municipalities

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1. Statement of these Guidelines

1.1. Statement

1.1.1. The Regional Community Investment Fund, created by the Council of the United Counties of Prescott and Russell, is intended to support the development of projects aimed at encouraging community, cultural, and well-being initiatives.

2. Definitions

2.1. Definitions

2.1.1. Eligible Expense(s) is defined in subsection 4.6. of these Guidelines.

2.1.2. Eligible Project(s) is defined in subsection 4.3. of these Guidelines.

2.1.3. Eligible Recipient(s) is defined in subsection 4.4. of these Guidelines.

2.1.4. Ineligible Expense(s) is defined in subsection 4.7. of these Guidelines.

2.1.5. Ineligible Recipient(s) is defined in subsection 4.5. of these Guidelines.

2.1.6. Lower-tier Municipality(ies) is defined as the eight (8) lower-tier municipalities within the Corporation of the United Counties of Prescott and Russell.

2.1.7. RCIF is defined as the Regional Community Investment Fund.

2.1.8. UCPR means the Corporation of the United Counties of Prescott and Russell.

3. Purpose of these Guidelines

3.1. Purpose

3.1.1. The purpose of these Guidelines is to regulate the use and management of the RCIF by the UCPR and the Lower-tier Municipalities.

4. Application of these Guidelines

4.1. Application

4.1.1. These Guidelines apply to the UCPR and the Lower-tier Municipalities.

4.2. Budget and Transfer of Funds

4.2.1. The available funding for the RCIF is determined yearly through the adoption of the Budget by the UCPR Council.

4.2.2. The RCIF is allocated as follows:

- A minimum of \$50,000 to each Lower-tier Municipality for a total amount of \$400,000.



- Any budgeted amount in excess of \$400,000 shall be divided between the three Lower-tier Municipalities with the highest number of weighted votes at the UCPR Council as per UCPR By-law 2010-22, based on their property tax assessment.

4.2.3. Once the Budget is approved by the UCPR Council, the UCPR will proceed to the transfer of the RCIF to each Lower-tier Municipality in one (1) instalment.

4.2.4. Notwithstanding subsection 4.2.3. of these Guidelines, prior to transferring the RCIF, the UCPR will require a yearly signed compliance letter from each Lower-tier Municipality attesting their compliance with these Guidelines.

4.2.5. Any funding not allocated by a Lower-tier Municipality during a specific year can be transferred to a reserve specifically designated for the RCIF, as provided in subsection 4.8.3. of these Guidelines, and carried over to the following year as additional funding available.

4.3. Eligible Project

4.3.1. Lower-tier Municipalities shall allocate the RCIF exclusively towards Eligible Projects.

4.3.2. An Eligible Project must support one (1) or more of the following objectives:

- Support to community and cultural activities in the Prescott and Russell region. Project examples may include, but are not limited to, the creation or improvement of:
 - carnivals, festivals, or special events;
 - city beautification or embellishment programs;
 - community gardens;
 - public libraries;
 - tourism activities.
- Contribute to the health and well-being of the Prescott and Russell region. Project examples may include, but are not limited to, the creation or improvement of:
 - community sporting events, such as running events;
 - exterior recreational facilities, such as ice surfaces, parks, splash pads, and walking trails;
 - interior recreational facilities, such as arenas, sports complexes, and community halls;

- recreational programs;
- rest areas or community parklets.

4.4. Eligible Recipient

4.4.1. The RCIF shall be allocated exclusively by Lower-tier Municipalities for the benefit of Eligible Recipients.

4.4.2. An Eligible Recipient is:

- a Lower-tier Municipality;
- a registered charity; or
- an incorporated non-profit organization.

4.5. Ineligible Recipient

4.5.1. An Ineligible Recipient is:

- a commercial or for-profit organization;
- an individual or private citizen;
- a political group;
- a faith-based or religious organization; or
- an unincorporated organization.

4.6. Eligible Expense

4.6.1. The RCIF shall be disbursed exclusively by Lower-tier Municipalities for the payment of Eligible Expenses.

4.6.2. An Eligible Expense is:

- an expense of a capital or operational nature;
- an expense for the advertisement of an Eligible Project, as required in subsection 4.9.1. of these Guidelines; or
- a transfer by the Lower-tier Municipality to a reserve specifically designated for the RCIF.

4.6.3. All Eligible Expenses must:

- be directly related to an Eligible Project; and
- comply with all other provisions of these Guidelines.

4.7. Ineligible Expense

4.7.1. An Ineligible Expense is:

- an expense that is not reasonably directly related to an Eligible Project; and/or
- an expense that has been, or will be, funded or reimbursed by one or more of any third party, ministry, agency, or organization for that same expense.

4.8. Approval Process

4.8.1. Any Eligible Project, along with the associated Eligible Recipient and allocated funds, shall be approved by the Council of the Lower-tier Municipality through a Council resolution.

4.8.2. The approval process for an Eligible Project by the Council of the Lower-tier Municipality, as stated in subsection 4.8.1. of these Guidelines, shall be fully completed prior to the disbursement of any funds under these Guidelines.

4.8.3. Should a Lower-tier Municipality decide to transfer their funds to a reserve specifically designated for the RCIF, approval from the Council of the Lower-tier Municipality is required through a Council resolution.

4.9. Advertisement

4.9.1. A Lower-tier Municipality is required to advertise the Prescott and Russell logo as the source of funding for all Eligible Projects funded under the RCIF.

4.9.2. The advertisement requirements for each Eligible Project shall be specified and approved in advance by the UCPR and will vary depending on the nature of the said Eligible Project.

4.9.3. The advertisement requirements, as specified and approved by the UCPR for an Eligible Project, shall be fulfilled by the Lower-tier Municipality by the deadline specified by the UCPR.

4.10. Reporting

4.10.1. No later than December 31st of each funding year, a Lower-tier Municipality must submit to the UCPR:

- copies of resolutions from its lower-tier Council approving Eligible Projects or a transfer to a reserve for the funding year;
- proof of advertisement for Eligible Projects for the funding year; and
- the reporting form provided by the UCPR duly filled out.

4.10.2. The UCPR reserves the right to require any additional reports if deemed necessary to confirm compliance with these Guidelines.

4.11. Violation of these Guidelines

4.11.1. Any violation of these Guidelines by a Lower-tier Municipality shall require the total repayment of the RCIF to the UCPR within 30 days of receiving notification from the UCPR.

4.12. Notice and Correspondence

4.12.1. All notices and correspondence sent to the UCPR regarding the RCIF shall be sent to the following email address: Administration@prescott-russell.on.ca.

5. Responsibilities

5.1. UCPR Council

5.1.1. The UCPR Council has the responsibility to:

- approve the yearly available funding for the RCIF through the adoption of the UCPR Budget; and
- amend these Guidelines when deemed necessary.

5.2. UCPR Administration

5.2.1. The UCPR Administration has the responsibility to:

- transfer the yearly available funding for the RCIF to each Lower-tier Municipality once approved by the UCPR Council through the adoption of the UCPR Budget;
- receive and review the reporting submitted by Lower-tier Municipalities, as required under subsection 4.10. of these Guidelines; and
- oversee the application of these Guidelines.

5.3. Lower-tier Municipality

5.3.1. A Lower-tier Municipality has the responsibility to:

- approve Eligible Projects, along with the associated Eligible Recipients and allocated funds, through resolutions of its lower-tier Council;
- transfer the funds to Eligible Recipients;
- ensure compliance with these Guidelines by Eligible Recipients;
- complete and submit the reporting to the UCPR by the deadline, as required under subsection 4.10. of these Guidelines; and



- comply with all the provisions of these Guidelines.

6. References

N/A