

March 25, 2026

Ms. Kate Allan
Director, External Relations Branch of Corporate Services
City of Owen Sound
808 2nd Avenue East
Owen Sound ON N4K 2H4

Dear Ms. Allan:

We are pleased to inform you that the Ministry of the Solicitor General is proceeding with the Court Security and Prisoner Transportation (CSPT) Program and will provide a maximum total of \$125M to assist municipalities in offsetting their CSPT costs in 2026.

2026 Transfer Payment Agreement

Similar to previous years, an expenditure-based model has been used to determine the 2026 allocations. Funding is allocated based on each municipality's relative share of the total provincial CSPT cost in 2024. For example, if a municipality's CSPT cost represents one percent of the total provincial CSPT cost, it will be allocated one percent of the available funding.

Subject to the enclosed agreement being finalized, your municipality's allocation for 2026 is **\$491,287.00**. The payment schedule is outlined under Schedule D – Payment Plan and Reporting Schedule of the enclosed agreement.

Please note that Schedule E – CSPT Services and Activities Eligible for Funding has been updated to clarify which activities are considered ineligible. This update is intended to provide greater transparency and assist municipalities in preparing their reporting and expenditure submissions.

If possible, please acknowledge receipt of the agreement and indicate your intent to proceed by March 31, 2026. We understand this is a short timeframe and appreciate your attention to this matter.

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Please have the authorized signatory for the recipient sign the agreement where indicated and return it by email to Fionne.Yip@ontario.ca by **April 30, 2026**, along with proof of \$5M general liability insurance, indemnifying “His Majesty the King in Right of Ontario, his Ministers, Agents, Appointees and Employees”, as per section A10.2 of the agreement. A fully executed copy of the agreement will be returned to you for your records.

2026 Financial and Performance Measurement Report

Recipients are required to complete the 2026 Financial and Performance Measurement Report (enclosed as “Schedule F – 2026 Financial and Performance Measurement Report”), which is due to the ministry by March 31, 2027.

As part of the reporting requirements, recipients must provide a breakdown of eligible CSPT costs, as outlined in the 2026 agreement. To demonstrate proof of expenditure for 2026, recipients must submit either:

- an Audited Financial Statement; or
- a Statement of Account approved and signed by an individual with delegated authority who is accountable for the information reported information, covering expenditures incurred from January 1, 2026 to December 31, 2026.

The Audited Financial Statement or Statement of Account must identify the approved grant funding provided to the recipient and include a detailed listing of the expenses incurred. Please ensure that all invoices and receipts supporting reported expense are retained and readily available to demonstrate proof of expenditure upon ministry request for verification or follow up.

2025 Annual Financial & Performance Measurement Report

This letter also serves as a reminder that the 2025 Annual Financial and Performance Measurement Report is due March 31, 2026. Please submit the completed and signed report (previously emailed with your 2025 TPA), along with proof of expenditure to Fionne.Yip@ontario.ca.

We have received inquiries regarding proof of expenditure for personnel costs. For reference, supporting documentation should include a breakdown of costs by staff member, total number of staff, hours worked and salary or cost per staff member related to CSPT duties. For ease of reporting, recipients may consolidate this information in a spreadsheet format.

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If you have any questions regarding the CSPT Program, please contact Fionne Yip at Fionne.Yip@ontario.ca.

Sincerely,

A handwritten signature in cursive script that reads "T. Biordi".

Tiana Biordi
A/Manager, Program Development Section
External Relations Branch

Enclosures