

REGULAR COUNCIL MEETING AGENDA
Held on Wednesday, July 15, 2026, at 5:00 PM
In-Person Town Hall Council Chambers 2nd Floor

Teleconference Toll Free Number – 1-833-311-4101
Access Code: 2630 912 1248

Video Conference Link: [Click Here](#)
Access Code: 2630 912 1248

1.	Call Meeting to Order
2.	Disclosure of Pecuniary Interest & General Nature Thereof
3.	Canadian National Anthem
4.	Land Acknowledgement Statement
5.	Public Question/Comment (Only Addressing Motion(s) or Reports on the Agenda)
6.	Disclosure Additional Items
7.	Unfinished Business
	David Armstrong, Manager of Public Works
	Council-UTIL-2026-12 – East End Pumping Station (EEPS) – Monthly Project Update
8.	Motion #26-125 – Approval of Minutes – Wednesday, June 17 and Thursday, July 2, 2026
9.	Staff Reports
	Rachel Brown, Library CEO
	Council-LIB-2026-01 – Gananoque Public Library Quarterly Report
	John Morrison, Treasurer
	Council-FIN-2026-24 – Ontario Infrastructure and Lands Corporation (OILC) Debenture Application
	David Armstrong, Manager of Public Works
	Council-RDS-2026-16 – Award of Contract – Sidewalk Inspection and Reporting
	Council-RDS-2026-17 – Beautification Proposal – Stone Street North at Charles Street North

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.

	Penny Kelly, Clerk
	Council-CSC-2026-04 – Amend 2026 Council Schedule
10.	Motions (Council Direction to Staff)
	1. King Street Bridge – Direction to Staff – Councillor Brown
	2. Amend Sale and Disposition of Land Policy – Direction to Staff – Mayor Beddows
	3. Amend Water Works By-law No. 2008-020 – Direction to Staff – Mayor Beddows
11.	Correspondence
	1. Ministry of Municipal Housing and Affairs (MMAH) – Response to Town of Gananoque’s 2026 Deemed Budget – Request to Extend
	2. Ministry of Municipal Housing and Affairs (MMAH) – Amendments to Strong Mayor Framework
	3. Children’s Mental Health of Leeds and Grenville (CMHLG) Local 441 – Request for Support
12.	Notice Required Under the Notice By-law
	1. Notice of Public Meeting – Wednesday, August 12, 2026, at 5:00 PM – Proposed Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – Vacant Lands South of Elmwood and West of Arthur Street
13.	Committee Updates (Council Reps)
14.	Discussion of Additional Items
15.	Questions from the Media
16.	Closed Session
	☒ A Position, Plan, Procedure, Criteria or Instruction to be Applied to any Negotiations Carried On or to be Carried on by or on Behalf of the Municipality or Local Board 1. Two (2) Items
	☒ Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees 1. Champions of Gananoque 2. Appointment to Cataraqui Source Protection Committee 3. Two (2) Human Resources Matters
	☒ Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose 1. Judicial Review Update

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town’s website.

17.	Confirmation By-law
	By-law No. 2026-063 – Confirm the proceedings of Council for the meeting held on Wednesday, July 15, 2026
18.	Next Meeting: Wednesday, August 12, 2026 @ 5:00 PM
19.	Adjournment

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.

The Corporation of the Town of Gananoque

Land Acknowledgement Statement

We begin this meeting of Council by acknowledging that we are on traditional territory of the Haudenosaunee (*Hoe-den-oh-show-nee*) and Anishinabe (*A-nish-in-'a-bay*) and First Peoples. We do so respecting both the land and the Indigenous People who continue to walk with us through this world.

We are grateful for the opportunity to gather here.

In recognition of the contributions and importance of all Indigenous Peoples, we strongly support Truth and Reconciliation Calls to Action in our nation and commit to support local endeavors where possible.

Report Council– UTIL-2026-12

Date: July 15, 2026 ☐ **IN CAMERA**

Subject: East End Pumping Station (EEPS) Monthly Project Update

Author: David Armstrong, Manager of Public Works ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE EAST END PUMPING STATION (EEPS) MONTHLY PROJECT UPDATE REPORT, AS PRESENTED IN REPORT COUNCIL UTIL-2026-12.

STRATEGIC PLAN COMMENTS:

Sector 8 – Governance and Administration – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

BACKGROUND:

Council requested a monthly update from Town staff for the East End Pumping Station project going forward at the regular Council meeting on June 3, 2026.

INFORMATION/DISCUSSION:

The project has progressed well through June and into July. The contractor has been working through some discretions regarding the gas service installation but are optimistic that this can be completed on schedule and with limited disruptions to the overall project progress. The roof installation of the new building will be completed in July, and the new Alum system is now temporarily online. It is expected that there will be approximately thirty-two (32) sub-contractors on-site to complete different items for the project.

Below is a listing of items currently scheduled for June and July:

- Installing roofing and fascia
- Leak test on north alum tank
- Seismic control measures installed
- Pipe supports being installed in valve chamber no. 2
- Install north spool and wall plate from valve chamber no. 2
- Drain piping connected to valve chamber no. 2
- Forming and install rebar for PLC pad
- Electrical work in chemical building
- Vent piping installed for wet well no. 2
- Excavate for duct banks
- Realignment works for forcemain

APPLICABLE POLICY/LEGISLATION:

N/A

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

May invoice submitted, reviewed, and approved for payment in late June. June invoice submitted and is currently under review. All invoiced items are within approved budgeted amounts.

CONSULTATIONS:

Don Richards, Water & Wastewater Utilities Projects Manager

Matthew Marcuccio, Sr. Environmental Engineer, JLR

Matt Hoult, Water & Wastewater Superintendent

Bob Luciano, Project Manager, Kingdom Construction Limited

ATTACHMENTS:

N/A

APPROVAL	David Armstrong, Manager of Public Works John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. Melanie Kirkby, CAO
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REGULAR COUNCIL MEETING MINUTES
Held on Wednesday, June 17, 2026, at 5:00 PM
Held Virtually and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown	Penny Kelly, Clerk / CEMC
	Patrick Kirkby	Lynsey Zufelt, Deputy Clerk
	Anne-Marie Koiner	Brenda Guy, Manager of Planning and Development
	Vicki Leakey	David Armstrong, Manager of Public Works
	David Osmond	Tanya Dallaire, Deputy Treasurer
Regrets:	Matt Harper	Jeff Johnston, Manager of Parks and Recreation
		John Morrison, Treasurer

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 5:01 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof
	- Mayor Beddows declared a Conflict of Interest regarding Report Council-2026-PD-2026-07, Gananoque Seniors Association and Legion Request for Parking Relief, as he is the President of the Legion. - Councillor Koiner, declared a Conflict of Interest regarding Report Council-2026-PD-2026-07, Gananoque Seniors Association and Legion Request for Parking Relief, as she is a Member of the Gananoque Seniors Association. - Councillor Brown declared a Conflict of Interest regarding Report Council-FIN-2026-20, as Brown’s Hospitality pays Municipal Accommodation Tax (MAT).
3.	Canadian National Anthem
	The National Anthem was sung.
4.	Land Acknowledgement Statement
	Mayor Beddows read the Land Acknowledgement Statement
5.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)
	None
6.	Disclosure of Additional Items – None
7.	Presentations/Awards/Deputations
	2026 Senior of the Year Award – Mary Donevan - Mayor Beddows provided a brief biography of Mary Donevan’s accomplishments and volunteer work over the years, and; presented Mary with flowers and the Ministry for Seniors and Accessibility, 2026 Senior Award Certificate.
8.	Delegation
	Dave Schur – 279 North Street – Exemption from Water Works By-law No. 2008-020 – Request to Use Existing Water/Sewer Line - Dave Schur, owner of 279 North Street appeared before Council as Delegation to request Council provided an exemption from Water Works By-law No. 2008-020 to allow the use of the existing water/sewer line from his dwelling to the development of his garage to install a bathroom. - Council received the Delegation and considered the following recommendation.

	Motion #26-112 – 279 North Street – Exemption from Water Works By-law No. 2008-020 – Direction to Staff Moved By: Councillor Osmond Seconded By: Councillor Kirkby BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A REPORT, BY JULY 2ND, 2026, WITH RECOMMENDATIONS, IF ANY, TO AMEND THE WATER WORKS BY-LAW FOR INSTALLATION OF METERS TO DETACHED UNITS AND/OR BUILDINGS BUT NO CAPITAL INFRASTRUCTURE FEE UNTIL CONVERTED TO RESIDENTIAL, WITH FINANCIAL IMPLICATIONS AND HOW TO ADD CAPITAL CHARGE ON CONVERSION TO RESIDENTIAL OF SECONDARY BUILDINGS. CARRIED – UNANIMOUS
***It was generally agreed that a Special Meeting of Council be held virtually on Thursday, July 2nd, 2026, to address the above matter.	
9.	Mayor's Declaration – None
10.	Unfinished Business
***At this point, Mayor Beddows declared a Conflict of Interest, vacated the Chair and left the room. ***Deputy Mayor Leahey took the Chair. ***Councillor Koiner declared a Conflict of Interest and left the room.	
Council-PD-2026-07 – Gananoque Seniors Association and Legion Request for Parking Relief	
	Motion #26-113 – Gananoque Seniors Association and Legion Request for Parking Relief Moved By: Councillor Brown Seconded By: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PROVIDES AN EXEMPTION TO THE TRAFFIC & PARKING BY-LAW NO. 2015-070, TO ALLOW FREE PARKING ON WEDNESDAY'S IN THE PINE STREET LOT UNTIL NOVEMBER 30, 2026. CARRIED – UNANIMOUS, by those present
***Deputy Mayor Leahey vacated the Chair. ***Mayor Beddows returned to the room and resumed the Chair. ***Councillor Koiner returned to the room.	
Council-FIN-2026-20 – Municipal Accommodation Tax (MAT) Summary	
***Councillor Brown declared a Pecuniary Interest and left the room.	
	Motion #26-114 – Municipal Accommodation Tax (MAT) Summary Moved By: Deputy Mayor Leahey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION, THE SUMMARY OF MUNICIPAL ACCOMMODATION TAX (MAT) REVENUE, AS PRESENTED IN REPORT COUNCIL FIN-2026-20. CARRIED – UNANIMOUS, by those present
***Councillor Brown returned to the room.	
11.	Approval of Minutes – Wednesday, June 3, 2026
	Motion #26-111 – Approval of Minutes – Wednesday, June 3, 2026 Moved By: Councillor Brown Seconded By: Deputy Mayor Leahey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF COUNCIL, DATED WEDNESDAY, JUNE 3RD, 2026. CARRIED – UNANIMOUS
***At this point, Mayor Beddows called a recess. ***The meeting resumed at 6:51 PM.	

Council-RDS-2026-14 – Award of Contract – Sidewalk Multi-Function Tractor																										
	Motion #26-119 – Award of Contract – Sidewalk Multi-Function Tractor – Budget Deviation Moved By: Councillor Brown Seconded By: Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A BUDGET DEVIATION IN THE AMOUNT OF \$443.84 TO COVER THE SHORTFALL FOR THE PURCHASE OF A SIDEWALK MULTI-FUNCTION TRACTOR, AS PRESENTED IN COUNCIL REPORT RDS-2026-14. CARRIED – 5 Ayes, 1 Nay																									
	By-law No. 2026-057 – Award of Contract – Street Sweeper Replacement Moved By: Councillor Brown Seconded By: Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-058, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH JOE JOHNSON EQUIPMENT, FOR THE PROCUREMENT OF ONE (1) SIDEWALK MULTI-FUNCTION TRACTOR, TO AN UPSET LIMIT OF \$187,150.00 (EXCLUSIVE OF TOWN SHARE OF HST), AS PRESCRIBED IN RFT RDS-2026-04, AND AS PRESENTED IN REPORT COUNCIL RDS-2026-14. CARRIED – 5 Ayes, 1 Nay																									
Council-RDS-2026-15 – Award of Contract – Arthur Street Reconstruction Phase II																										
	Motion #26-120 – Award of Contract – Arthur Street Reconstruction Phase II – Budget Deviation Moved By: Councillor Koiner Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A BUDGET DEVIATION OF \$2,220,490.00, TO BE FUNDED THROUGH BORROWING, AS PRESENTED IN REPORT COUNCIL RDS -2026-15. CARRIED – 4 Ayes, 2 Nays																									
***Moved by Councillor Brown and seconded by Councillor Kirkby to remove “ORIN CONTRACTORS CORP.,”, and replace with “LEN CORCORAN EXCAVATING LTD.,”. DEFEATED – 3 Ayes, 3 Nays																										
***At this point, Councillor Brown requested a Recorded Vote.																										
	By-law No. 2026-060 – Award of Contract – Arthur Street Reconstruction Phase II Moved By: Councillor Koiner Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW 2026-060, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN AGREEMENT WITH ORIN CONTRACTORS CORP., FOR THE PROCUREMENT OF SERVICES TO COMPLETE THE RECONSTRUCTION OF PHASE II OF ARTHUR STREET BETWEEN CHARLES STREET AND THE EASTERN DEAD-END OF ARTHUR STREET, TO AN UPSET LIMIT OF \$6,112,610.00 (EXCLUDING THE TOWNS SHARE OF HST, AS PRESCRIBED IN RFT RDS-2026-04, AND AS PRESENTED IN REPORT COUNCIL RDS-2026-15. <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>RECORDED VOTE:</td><td>Aye</td><td>Nay</td></tr><tr><td>Brown, Colin</td><td></td><td>X</td></tr><tr><td>Kirkby, Patrick</td><td></td><td>X</td></tr><tr><td>Koiner, Anne-Marie</td><td>X</td><td></td></tr><tr><td>Leakey, Vicki</td><td>X</td><td></td></tr><tr><td>Osmond, David</td><td>X</td><td></td></tr><tr><td>Beddows, John</td><td>X</td><td></td></tr><tr><td>TOTALS</td><td>4</td><td>2</td></tr></table> CARRIED – 4 Ayes, 2 Nays		RECORDED VOTE:	Aye	Nay	Brown, Colin		X	Kirkby, Patrick		X	Koiner, Anne-Marie	X		Leakey, Vicki	X		Osmond, David	X		Beddows, John	X		TOTALS	4	2
RECORDED VOTE:	Aye	Nay																								
Brown, Colin		X																								
Kirkby, Patrick		X																								
Koiner, Anne-Marie	X																									
Leakey, Vicki	X																									
Osmond, David	X																									
Beddows, John	X																									
TOTALS	4	2																								



234-2026-1173

June 15, 2026

Your Worship
Mayor Beddows
Town of Gananoque
jbeddows@gananoque.ca

Dear Mayor Beddows,

Thank you for your letter requesting a 30-day extension of the approval of the 2026 municipal budget for the Town of Gananoque.

The budgeting framework recognizes municipalities as responsible and accountable governments, with responsibility to manage their annual budgeting processes, taking into account local circumstances and needs. The Ministry will not be making any changes to the budget timelines for the Town at this time.

As you know, for the purpose of raising an additional levy amount in the year under section 312 of the Municipal Act, 2001, the head of council has the power to prepare a proposed budget amendment for the municipality. You may wish to explore whether this process can be used to address any of your and council's concerns.

Thank you for writing to share your question and for your continued engagement on the strong mayor framework.

Sincerely,

A handwritten signature in blue ink that reads "Robert J. Flack".

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Robert Dodd, Chief of Staff, Minister's Office, Ministry of Municipal Affairs and Housing (MMAH)
Steve Clark, Member of Provincial Parliament (MPP), steve.clark@pc.ola.org
Owen Bachert, Constituency Assistant, owen.bachert@pc.ola.org
Martha Greenburg, Deputy Minister, MMAH
Laurie Miller, Assistant Deputy Minister, Local Government Division, MMAH
Penny Kelly, Clerk, Corporation of the Town of Gananoque
clerk@gananoque.ca
Lynsey Zufelt, Deputy Clerk, Corporation of the Town of Gananoque
deputyclerk@gananoque.ca

SPECIAL COUNCIL MEETING MINUTES

Held on Thursday, July 2, 2026, at 2:00 PM

Held Virtually

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown	Penny Kelly, Clerk
	Anne-Marie Koiner	Lynsey Zufelt, Deputy Clerk
	Vicky Leahey	David Armstrong, Manager of Public Works
		Brenda Guy, Manager of Planning and Development
Regrets:	Matt Harper	
	Patrick Kirkby	
	David Osmond	

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 2:07 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Public Questions/Comments (Only Addressing Motion(s) or Reports on the Agenda)
	Dave Shur, owner of 279 North Street, provided comments to Council.
4.	Unfinished Business
Council-UTIL-2026-11 – Separate Servicing for Garage – 279 North Street	
Moved by Mayor Beddows and seconded by Councillor Brown to add “FOR THE CURRENT USE AS A GARAGE; IF THE RIGHT TO CONVERT THE GARAGE INTO A SECONDARY RESIDENT IS EXERCISED BY CURRENT OWNER OR SUBSEQUENT OWNER, THE OWNER WILL BE REQUIRED TO COMPLY WITH THE BY-LAW AND INSTALL A SEPARATE METERED WATER AND SEWER SERVICE, AS SHOWN IN THE DIAGRAM ON PAGE 2 OF 8 OF COUNCIL REPORT UTIL-2026-11; AND FURTHER THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY AUTHORIZES THE MAYOR AND CLERK TO SIGN A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CURRENT OWNER OF 279 NORTH STREET TO REFLECT THESE ABOVE CONDITIONS AND THAT THE MOU BE REGISTERED ON TITLE.” CARRIED – 3 Ayes, 1 Nay	
	By-law No. 2026-062 – Separate Servicing for Garage – 279 North Street – Exemption to By-law No. 2008-020 Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #4, (PASS A BY-LAW TO PROVIDE AN EXEMPTION TO THE OWNER OF 279 NORTH STREET FROM THE REGULATE WATER WORKS BY-LAW NO. 2008-020, SPECIFICALLY AS IT RELATES TO THE REQUIREMENT FOR SEPARATE WATER AND WASTEWATER LATERALS AND THE REQUIREMENT FOR A SEPARATE WATER METER IN THE DETACHED GARAGE.), AS PRESENTED IN COUNCIL REPORT UTIL-2026-11, FOR THE CURRENT USE AS A GARAGE;



Report Council – LIB-2026-01

Date: July 15, 2026

☐ **IN CAMERA**

Subject: Gananoque Public Library Quarterly Report (Q1 2026)

Author: Rachel Brown, Library CEO

☒ **OPEN COUNCIL**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GANANOQUE PUBLIC LIBRARY QUARTERLY REPORT AS PRESENTED IN REPORT COUNCIL LIB-2026-01.

STRATEGIC PLAN COMMENTS:

The Gananoque Public Library supports the Town's Strategic Plan 2025 by:

- Offering a safe and welcoming community space year-round for everyone, including groups with common interests.
- Being a downtown destination for visitors, as well as a heritage building in the Town's vibrant downtown business district.
- Helping residents to access essential services and pursue employment opportunities.
- Partnering with community groups and the Town to promote services and initiatives.
- Preserving local heritage by archiving historical documents and collecting books about Gananoque, neighbouring communities, and the Seaway.
- Contributing to a vibrant community by hosting local arts and music activities.
- Ensuring alignment with the Town's Accessibility Plan.

BACKGROUND:

The Library submits a quarterly report to Council to keep Council informed about the Library's activities, milestones, challenges, and opportunities.

INFORMATION/DISCUSSION:

Programs and Community Connections

- Winter initiatives included a Winter Seed Sowing Workshop, March Break programs, and live Olympic viewing events, in addition to our regular programming.
- The Library has expanded informal community support by offering winter accessories and snacks to patrons as needed.
- We have connected with local health agencies to provide youth-focused wellness resources.

- The Youth Drop-in program continues to thrive, averaging ~14 attendees per session.



Fire Safety

- An interactive fire and ice (water) safety session was delivered at the Youth Drop-in by the Gananoque Fire Department.
- The Deputy Fire Chief provided a list of adjustments needed for the Library facility.

Winter Safety and Accessibility

- Ice on the sidewalk leading to the Library entrance continues to present safety and accessibility concerns in the winter, in spite of our best efforts to keep the area clear.
- The volume of ice coming off the roof directly onto the sidewalk was particularly bad this past winter, and the ice became very hard and difficult to remove.
- Many Library patrons are seniors and a slip on the ice could be serious.
- Thank you to Town staff, who were responsive to Library staff concerns.
- Accessibility grants can be explored to improve the entrance area, including alternatives to the current configuration, in coordination with the Town.

See the photo below of sidewalk closure on February 17, 2026.



OTHER: Library Board members will present the Gananoque Public Library quarterly report.

APPLICABLE POLICY/LEGISLATION: Ontario Public Libraries Act, Ontario Health and Safety Act, Accessibility for Ontarians with Disabilities Act (AODA)

FINANCIAL CONSIDERATIONS: None at this time

CONSULTATIONS: None at this time

ATTACHMENTS: None

A P P R O V A L	 _____ Rachel Brown, Library CEO
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Council Report – FIN-2026-24

Date: July 15, 2026

☐ **IN CAMERA**

Subject: Ontario Infrastructure and Lands Corporation (OILC) Debenture Application

Author: John Morrison Treasurer

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-065, BEING A BY-LAW TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”) FOR THE LONG-TERM FINANCING OF CERTAIN CAPITAL WORK(S) OF THE CORPORATION OF THE TOWN OF GANANOQUE, AS PRESENTED IN REPORT COUNCIL-FIN-2026-24.

STRATEGIC PLAN COMMENTS:

Sector 3 – Financial Sustainability – Strategic Initiative #1 – Ensure that Gananoque is and remains an affordable place to do business and raise a family.

BACKGROUND

The Town has submitted WebLoans Application ID 1147 to Ontario Infrastructure and Lands Corporation (“OILC”) for long-term financing through the issue of amortizing debentures in the total amount of \$12,900,000.

The proposed borrowing relates to four capital works with total estimated project costs of \$23,351,248. The terms vary by project based on the nature of the asset, anticipated useful life, and OILC eligibility requirements. By-Law No. 2026-065 is required to authorize the submission of the application and the long-term financing of the capital works.

OILC will only provide a final rate offer once the application has been accepted. The financial estimates included in this report are therefore preliminary and are provided for planning and Council decision-making purposes only.

INFORMATION/DISCUSSION

The submitted projects and proposed debenture terms are summarized below. The Lagoon Forcemain Twinning project is the Town’s only shovel-ready housing-enabling project included in the application and may qualify for a 40-year debenture term. If OILC determines that the project does not qualify for a 40-year term, the Town may be required to accept a 30-year term.

Project	Project Cost	OILC Loan Amount	Proposed Term	Capital Budget / 10-Year Plan Reference
One Pierce Enforcer 110 Foot Ascendant Aerial Platform	\$2,262,138	\$2,100,000	15 years	Purchased November 2023
Arthur Street Revitalization Phase 2	\$6,116,610	\$2,300,000	25 years	250015 - Watermain replacement (\$917,500); 250037 - Sewer main replacement (\$837,120); 255031 - Road and sidewalk reconstruction (\$1,100,000); 255032 - Storm sewer replacement (\$1,100,000)
Lagoon Forcemain Twinning	\$9,500,000	\$6,500,000	40 years	250031 - Lagoon Forcemain Twinning Project (\$9,500,000). Shovel-ready housing-enabling project.
Lagoon Cell 1 Rehabilitation, Sludge Removal and Berm Works	\$5,472,500	\$2,000,000	25 years	250035 - Lagoon Sludge Removal (\$3,222,500); 260002 - Lagoon Cell #1 Rehabilitation (\$2,250,000)
Total	\$23,351,248	\$12,900,000		

The Town may also have pre-flow debenture obligations for the Lagoon Forcemain Twinning project and the Lagoon Cell 1 Rehabilitation, Sludge Removal and Berm Works project. Staff will confirm the pre-flow requirements with OILC as part of the application review process.

A pre-flow agreement allows the municipality to receive debenture funds before the full project costs have been incurred, usually because the project has already started or is about to start.

In simple terms, OILC is advancing the loan proceeds early. The municipality must confirm that the project is Council-approved, included in the capital budget, and still proceeding. The municipality must also agree that if the project is cancelled, reduced, or does not need all the money, the unused debenture proceeds must be reported to OILC and either repaid or redirected only with OILC's approval.

The main purpose is to allow cash to be available for an approved capital project before all invoices have been paid, while ensuring the funds are not used for unrelated purposes.

APPLICABLE POLICY/LEGISLATION

The application and proposed borrowing are subject to the Municipal Act, 2001, applicable Ontario regulations governing municipal debt and financial obligations, OILC lending requirements, and the Town's financial policies and approved capital budget process.

FINANCIAL CONSIDERATIONS

For planning purposes, the financing impact has been estimated using an assumed nominal interest rate of 4.50%, compounded quarterly, with amortizing debenture payments. The effective annual rate under this assumption is approximately 4.5765%. Actual payments will depend on the final OILC rate offer, approved term, repayment structure, and final debenture amount.

Project	OILC Loan Amount	Term	Estimated Annual Payment	Estimated Total Interest
One Pierce Enforcer 110 Foot Ascendant Aerial Platform	\$2,100,000	15 years	\$194,370	\$815,549
Arthur Street Revitalization Phase 2	\$2,300,000	25 years	\$154,585	\$1,564,618
Lagoon Forcemain Twinning	\$6,500,000	40 years	\$353,102	\$7,624,090
Lagoon Cell 1 Rehabilitation, Sludge Removal and Berm Works	\$2,000,000	25 years	\$134,421	\$1,360,537
Total	\$12,900,000		\$836,478	\$11,364,794

Based on these assumptions, the combined annual debt servicing requirement is estimated at approximately \$836,500. This estimate is preliminary only because OILC will only provide a final rate offer once the application has been accepted.

The Lagoon Forcemain Twinning project has been modelled at a 40-year term because it may qualify as a shovel-ready housing-enabling project. If the project is limited to a 30-year term, the estimated annual debt servicing impact for that project would increase as shown below.

Forcemain Twinning Scenario	Loan Amount	Term	Estimated Annual Payment	Estimated Total Interest
If approved for 40-year term	\$6,500,000	40 years	\$353,102	\$7,624,090
If limited to 30-year term	\$6,500,000	30 years	\$398,140	\$5,444,205
Difference			+\$45,038 annually under 30-year term	-\$2,179,885 total interest under 30-year term

A 40-year term would reduce the annual ratepayer impact but would result in higher total interest over the life of the debenture. A 30-year term would increase the annual payment but reduce total interest costs. Staff will confirm eligibility and available terms through the OILC application review process.

CONSULTATIONS

Infrastructure Ontario; Chief Administrative Officer; Treasurer; and applicable capital project leads.

ATTACHMENTS

Attachment 1 – Draft By-law No. 2026-065

Attachment 2 – Loan application

Attachment 3 – Treasure Certificate

APPROVAL	_____ John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions follow Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. _____ Melanie Kirkby, CAO
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THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2026-065

A BY-LAW TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”) FOR FINANCING OF CERTAIN CAPITAL WORK(S) OF THE CORPORATION OF THE TOWN OF GANANOQUE (THE “MUNICIPALITY”); AND TO AUTHORIZE LONG-TERM BORROWING FOR SUCH CAPITAL WORK(S) THROUGH THE ISSUE OF DEBENTURES TO OILC

WHEREAS the *Municipal Act, 2001* (Ontario), as amended, (the “Act”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS subsection 401 (1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (1) of the Act also provides that a municipality shall authorize long-term borrowing by the issue of debentures or through another municipality under section 403 or 404 of the Act;

AND WHEREAS subsection 408 (3) of the Act provides that the term of a debt of a municipality or any debenture or other financial instrument for long-term borrowing issued for it shall not extend beyond the lifetime of the capital work for which the debt was incurred and shall not exceed 40 years;

AND WHEREAS clause 408 (4)(a) of the Act provides that a debenture by-law shall provide for raising in each year as part of the general upper-tier levy or the general municipality levy the amounts of principal and interest payable in each year under the by-law to the extent that the amounts have not been provided for by other taxes or by fees or charges imposed on persons or property by a by-law of any municipality and clauses 408 (4) (b) and (c) provide that a debenture by-law shall include provisions that contemplate the payment of principal and interest in each year. Subsection 408 (5) of the Act further provides that the total amount of principal and interest that must be raised in a year under clause 408 (4)(a) of the Act does not include any outstanding amount of principal specified as payable on the maturity date of a debenture if one or more refinancing debentures are issued by the municipality on or before the maturity date in respect of the outstanding principal;

AND WHEREAS OILC has invited Ontario municipalities wishing to obtain debt financing in order to meet capital expenditures incurred or to be incurred in connection with eligible capital works, to make an application to OILC for such financing by completing and submitting an application in the form provided by OILC (the “**Application**”);

AND WHEREAS the Council of the Municipality has passed the by-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law (“**Schedule “A”**”) authorizing the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”) in the respective amount of the estimated expenditure set out in column (3) of Schedule “A” (the “**Estimated Expenditure**”) and authorizing long-term borrowing pursuant to the issuance of debentures for the Capital Work(s) in a principal amount which does not exceed the respective maximum debenture amount set out in column (4) of Schedule “A” (the “**Maximum Debenture Amount**”);

AND WHEREAS before the Council of the Municipality approved the Capital Work(s) in accordance with section 4 of Ontario Regulation 403/02 (the “**Regulation**”), the Council of the Municipality had its Treasurer calculate an updated limit in respect of its then most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the “**Updated Limit**”), and the Treasurer calculated the estimated annual amount payable in respect of the Capital Work(s) based on long-term financing for such Capital Work(s) in an amount that did not exceed the respective Maximum Debenture Amount for the Capital Work(s), and determined that the estimated annual amount payable in respect of each respective Maximum Debenture Amount, did not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Ontario Land Tribunal, pursuant to the Regulation, was not required before any such Capital Work(s) was authorized by the Council of the Municipality;

AND WHEREAS the Municipality has completed and submitted, or is in the process of completing and submitting, the Application to request financing for the Capital Work(s) by way of long-term borrowing through the issue of debentures to OILC;

AND WHEREAS OILC has accepted and has approved, or will notify the Municipality only if it accepts and approves, the Application, as the case may be;

AND WHEREAS at least five (5) business days prior to the passing of the debenture by-law in connection with the issue of Debentures as defined below, OILC will provide the Municipality with a rate offer letter agreement in OILC’s standard form (the “**Rate Offer Letter Agreement**”).

AND WHEREAS the Council of the Town of Gananoque received Council Report FIN-2026-09 and concurred with the recommendation to authorize the submission of an Application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing of certain Capital Works(s) of the Corporation of the Town of Gananoque (the “Municipality”) and to authorize Long-Term Borrowing for such Capital Work(s) through the issue of Debentures to OILC;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass this By-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF GANANOQUE ENACTS AS FOLLOWS:

1. The Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the long-term financing of the Capital Work(s) in an amount that does not exceed **\$12,900,000** (the aggregate of the Maximum Debenture Amount(s) set out in column (4) of Schedule “A”), substantially in the form of Schedule “B” attached hereto and forming part of this By-law, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.
2. The Head of Council and the Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality the Rate Offer Letter Agreement on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.

3. Subject to the terms and conditions of the Rate Offer Letter Agreement and such other terms and conditions as OILC may otherwise require, the Head of Council and the Treasurer are hereby authorized to long-term borrow for the Capital Work(s) and to issue debentures, including refinancing debentures, if applicable, to OILC on the terms and conditions provided in the Rate Offer Letter Agreement and on such other terms and conditions as such authorized officials may approve (the “**Debentures**”); provided that the principal amount of the Debentures issued in respect of the Capital Work(s) does not exceed the respective Maximum Debenture Amount for each such Capital Work.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay to OILC on account of any unpaid indebtedness of the Municipality to OILC in respect of the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. The Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year in respect of any Debenture outstanding, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality, subject to the ability of the Municipality to issue one or more refinancing debentures on or before the maturity date in respect of the outstanding principal, if applicable.
6. The Head of Council and the Treasurer are hereby authorized to enter into, execute and deliver the Rate Offer Letter Agreement and to issue the Debentures, one or both of the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the obligations of the Municipality under the Rate Offer Letter Agreement and to issue the Debentures, and the Clerk or the Treasurer is authorized to affix the Municipality’s municipal seal to any such documents and papers.
7. The money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.
8. This By-law takes effect on the day of passing.

Read a first, second and third time and finally passed this 15th day of July 2026.

John S. Beddows, Mayor

Penny Kelly, Clerk

(Seal)

By-law No. 2026-065
Schedule “A”

	(1)	(2)	(3)	(4)
<u>Item #</u>	<u>Authorizing By-law No.</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Maximum Debenture Amount</u> (cannot exceed the Estimated Expenditure)
			\$	\$
1	Deemed Budget	One Pierce Enforcer 110 Ft Platform	2,262,138	2,100,000
2	Deemed Budget	Arthur Street Revitalization Phase 2	6,116,610	2,300,000
3	Deemed Budget	Lagoon Forcemain Twinning	9,500,000	6,500,000
4	Deemed Budget	Lagoon Cell 1 Rehabilitation & Berm Works	5,472,500	2,000,000

DRAFT

By-law No. 2026-065
Schedule “B”

6/22/26, 11:15 AM

Webloans - Details - Infrastructure Ontario

Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
1147	One Pierce Enforcer 110 Foot Ascendant Aerial Platform	11/24/2023	10/15/2026	\$2,262,138.00	2,100,000.00
1147	Arthur Street Revitalization Phase 2	07/15/2026	11/30/2026	\$6,116,610.00	2,300,000.00
1147	Lagoon Forcemain Twinning	08/17/2026	11/30/2027	\$9,500,000.00	6,500,000.00
1147	Lagoon Cell 1 Rehabilitation Sludge Removal and Berm Works	08/17/2026	11/30/2027	\$5,472,500.00	2,000,000.00

Details of Project One Pierce Enforcer 110 Foot Ascendant Aerial Platform

Project Category

Municipal Roads Infrastructure

Project Name

One Pierce Enforcer 110 Foot Ascendant Aerial Platform

Construction/Purchase Start

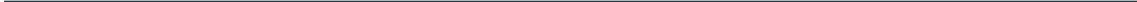
11/24/2023

Construction/Purchase End

10/15/2026

Energy Conservation

☐



Webloans Loan Application Details

FA Number

2124

Application for

Gananoque, The Corporation of The Town of

Documentation and Acknowledgements

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

To obtain templates for documents see listed below.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certificate and sealed copy of OILC template By-law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)

☒ I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

Please note: OILC retains the right to request and review any additional information or documents at its discretion.

Confidential Information

OILC is an institution to which the Freedom of Information and Protection of Privacy Act (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

Infrastructure Ontario

This site is maintained by Infrastructure Ontario, a Government of Ontario crown agency.

Privacy (<http://www.ontario.ca/en/general/004228>) | Important Notices (<http://www.ontario.ca/en/general/004231>) | info@infrastructureontario.ca (<mailto:info@infrastructureontario.ca>)
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If yes, please provide details.

OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation

34.00

User Fees

66.00

Service Charges

0.00

Development Charges

0.00

Connection Fees

0.00

Repayment Subsidies

0.00

Other

Total

100.00%



Project Cost (A)

\$5,472,500.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$3,472,500.00

Other Project Funding/Financing Total (B)

\$3,472,500.00

OILC Loan Amount (A-B)

\$2,000,000.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
10/01/2026	\$2,000,000.00	25	Amortizing

Long-term Borrowing Total

\$2,000,000.00

Debt and Re-payments Summary

Has there been any new/undisclosed debt acquired since last FIR was submitted?

☐ Yes ☒ No

Please describe any re-financing plans for any existing "interest only" debt, if applicable.

Non Re-payments of Loans or Debenture

In the last 10 years, has the borrower ever failed to make a loan payment or debenture repayment on time to any lender, including the Provincial Government?



Postal Code

K7G 1E9

Description

Please provide a description of the project and the specific expenditures for which financing is being requested.

This project involves the rehabilitation of Lagoon Cell #1, including the removal and proper disposal of accumulated sludge and completion of required berm repairs or improvements. The work will restore the lagoon's treatment capacity, improve operational efficiency, and extend the useful life of the municipal wastewater treatment system.

The project may include lagoon drawdown, sludge volume assessment, sludge removal and dewatering, approved biosolids disposal, inspection of the lagoon cell, and repairs to berms, slopes, erosion protection, inlet/outlet structures, piping, valves, or liners as required.

The berm work is expected to address stability, erosion, grading, access, and containment needs

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

60

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly



Required Date	Amount	Term	Type
10/01/2026	\$6,500,000.00	40 ▼	Amortizing ▼
Long-term Borrowing Total			
			\$6,500,000.00

Details of Project Lagoon Cell 1 Rehabilitation Sludge Removal and Berm Works

Project Category

Sewage Treatment Infrastructure

▼

Project Name

Lagoon Cell 1 Rehabilitation Sludge Removal and Berm Works

Construction/Purchase Start

08/17/2026

Construction/Purchase End

11/30/2027

Energy Conservation

☐

Project Address 1

89 County Rd 32

Project Address 2

City / Town

Gananoque

Province

ON



Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

60

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$9,500,000.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$3,000,000.00

Other Project Funding/Financing Total (B)

\$3,000,000.00

OILC Loan Amount (A-B)

\$6,500,000.00

Only include long-term borrowing in this section



Energy Conservation

☐

Project Address 1

30 King St E

Project Address 2

City / Town

Gananoque

Province

ON

Postal Code

K7G 1E9

Description

Please provide a description of the project and the specific expenditures for which financing is being requested.

The Lagoon Forcemain Twinning project includes the design, approval, construction, testing, and commissioning of a new parallel sanitary forcemain from the pumping station to the wastewater lagoon, including all tie-ins, valves, appurtenances, pumping station modifications, restoration, and related engineering services required to provide additional wastewater conveyance capacity and redundancy.



Project Cost (A)

\$6,116,610.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$3,816,610.00

Other Project Funding/Financing Total (B)

\$3,816,610.00

OILC Loan Amount (A-B)

\$2,300,000.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
10/01/2026	\$2,300,000.00	25 ▼	Amortizing ▼

Long-term Borrowing Total

\$2,300,000.00

Details of Project Lagoon Forcemain Twinning

Project Category

Housing Enabling Water - Waste Water ▼

Project Name

Lagoon Forcemain Twinning

Construction/Purchase Start

08/17/2026

Construction/Purchase End

11/30/2027



Postal Code

K7G 1E9

Description

Please provide a description of the project and the specific expenditures for which financing is being requested.

Phase 2 - Arthur St (Charles St S to end-Arthur)

The project involves the full reconstruction and revitalization of Arthur Street, including replacement and upgrades to underground municipal infrastructure, road reconstruction, sidewalks, curbs, drainage, watermain, sanitary sewer, storm sewer, street lighting, electrical works, landscaping, and site restoration.

The work also includes traffic and pedestrian control, utility coordination, dewatering, management of contaminated soils, and maintaining sewer flows during construction. The project is intended to renew aging infrastructure, improve road and pedestrian conditions, upgrade servicing capacity,

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

40

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly



Required Date	Amount	Term	Type
10/01/2026	\$2,100,000.00	15 ▼	Amortizing ▼
Long-term Borrowing Total			
			\$2,100,000.00

Details of Project Arthur Street Revitalization Phase 2

Project Category
 ▼

Project Name

Construction/Purchase Start

Construction/Purchase End

Energy Conservation
☐

Project Address 1

Project Address 2

City / Town

Province



Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

15

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$2,262,138.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$162,138.00

Other Project Funding/Financing Total (B)

\$162,138.00

OILC Loan Amount (A-B)

\$2,100,000.00

Only include long-term borrowing in this section



Project Address 1

340 Herbert St

Project Address 2

City / Town

Gananoque

Province

ON

Postal Code

K7G 1E9

Description

Please provide a description of the project and the specific expenditures for which financing is being requested.

Key Features on the Pierce Enforcer 110 Ascendant SA:

- 2025 or newer Pierce Enforcer 7010 Notched Roof Cab
- Paccar MX13- 510hp, 1850 Lbs.-Ft Torque
- Allison EVS3000, 5 Speed Transmission
- Dana 23k Front, Meritor 33.5K Rear Axles
- Waterous CSU 2000 GPM Pump
- UPF 500 Gallon Tank
- Seating for 6, 5 SCBA Seats
- Side Roll and Frontal Impact Protection
- 110 Foot Aerial Platform



True Copy Certification
of By-law No. 2026-065

I, Penny Kelly, Clerk of the Municipality do certify that the foregoing By-law is a true copy of By-law No. 2026-065 passed by the Council of the Municipality on July 15, 2026.

DATED as of July 16, 2026.

Penny Kelly
Clerk

(Seal)

DRAFT



Ontario
Infrastructure Ontario

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC) LOAN APPLICATION SIGNATURE PAGE

Application ID: 1147

Printed Date: 06/15/2026
Application Submit Date: 06/15/2026

I/We acknowledge that a Loan Application has been submitted to Ontario Infrastructure and Lands Corporation (OILC) containing the following information.

Eligible Category	Loan Amount
Municipal Roads Infrastructure	\$2,100,000.00
Municipal Roads Infrastructure	\$2,300,000.00
Housing Enabling Water - Waste Water	\$6,500,000.00
Sewage Treatment Infrastructure	\$2,000,000.00

Total	\$12,900,000.00

Name of Borrower: Gananoque, The Corporation of The Town of
Address: 30 King Street East K7G 2T6 ON

Name of Treasurer's (or equivalent):
Telephone Number:
ID:

John Morrison
613 382 2149
7024

The undersigned certifies that he/she has read the OILC loan program guidelines and all information provided to OILC is accurate and complete. The undersigned acknowledges that some information provided may be shared with the line ministries to provide technical expertise to OILC. Applicant agrees to provide OILC with additional information as required in order to process the loan.

Treasurer's (or equivalent)
Signature:

J/M

Date:

Jun 12/2026

CERTIFICATE OF TREASURER SUPPORTING APPLICATION

IN THE MATTER OF AN APPLICATION OF THE CORPORATION OF THE TOWN OF GANANOQUE NO. 1147 (THE "APPLICATION") TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") FOR FINANCING IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$12,900,000 IN RESPECT OF THE CAPITAL WORK(S) MORE PARTICULARLY DESCRIBED IN THE APPLICATION (THE "CAPITAL WORK(S)")

TO: OILC

I, John Morrison, the Treasurer of the Municipality, hereby certify for and on behalf of the Municipality as follows:

1. With respect to the undertaking of the Capital Work(s), before the Municipality authorized the Capital Work(s), and any additional cost amount and debenture authority in respect thereof, the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**") under the *Municipal Act, 2001*, as amended (the "**Act**"). The Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), including any additional cost amount and debenture authority, would not cause the Municipality to reach or exceed the relevant updated debt and financial obligation limit as at the date of the Council's approval. Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), including any additional cost amount and debenture authority, without the approval of the Ontario Land Tribunal pursuant to the Regulation.
2. Except as summarized in Exhibit "A" hereto, there is no litigation or judicial or administrative proceeding of any kind now existing, pending or threatened that in any way seeks to restrain, enjoin, delay or otherwise adversely affect the commencement or completion of the Capital Work(s) or that would adversely affect or substantially impair the Municipality's ability to meet its debt obligations as they generally come due or that in any manner questions the proceedings and authority under which the Capital Work(s) or the borrowings applied for in the Application have been or will be authorized, or the capacity of the officers of the Municipality authorized in that behalf thereunder.
3. The Municipality is not subject to any restructuring order under Part V of the Act, or other statutory authority, accordingly, no approval of the Capital Work(s), the Application or the borrowings applied for in the Application is required by any transition board or commission appointed in respect of the restructuring of the Municipality.

DATED as of June 15th, 2026



John Morrison
The Corporation of the Town of Gananoque

EXHIBIT "A"
PENDING LITIGATION

None

Report Council – RDS-2026-16

Date: July 15, 2026 ☐ **IN CAMERA**
Subject: Award of Contract – Sidewalk Inspection and Reporting
Author: David Armstrong, Manager of Public Works ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW 2026-064, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN AGREEMENT WITH ACADIA ENGINEERING INC., FOR THE PROCUREMENT OF SERVICES TO COMPLETE SIDEWALK INSPECTIONS AND REPORTING FOR 2026 TO 2029, IN THE ANNUAL AMOUNT OF \$45,737.00, (EXCLUSIVE OF THE TOWN'S SHARE OF HST), AS PRESCRIBED IN RFT RDS-2026-08, AND AS PRESENTED IN REPORT COUNCIL RDS-2026-16.

STRATEGIC PLAN COMMENTS:

Sector 6 – Governance – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

Sector 2 – Environment and Infrastructure – Strategic Initiative #2 – Maintain an ongoing assessment of the Town's infrastructure to ensure sufficient capacity exists to support future growth.

BACKGROUND:

The Town owns and maintains approximately 55 kilometres of sidewalks, comprised mostly of concrete, with some interlocking stone and asphalt. Ontario sidewalk inspections are governed by O. Reg. 239/02: Minimum Maintenance Standards for Municipal Highways (MMS), requiring municipalities to inspect sidewalks at least once per calendar year, with a maximum interval of 16 months between inspections.

The historical practice for inspecting sidewalks has consisted of town staff walking the entire sidewalk network each year, painting all deficiencies with bright orange paint to notify the public of the hazard, noting the deficiency, and compiling the list of hazards for annual maintenance and repairs – which is the minimum requirement as prescribed in the regulation. Staff have been able to effect repairs to a small amount of the noted deficiencies; however, most of the deficiencies remain as they were found originally. Litigation against municipalities across Ontario for slips, trips, and falls on sidewalks are growing exponentially, which is increasing insurance rates and legal costs at an unsustainable rate.

INFORMATION/DISCUSSION:

As part of the 2026 Capital Budget, Public Works staff proceeded with the Request for Tender (RFT) for undertaking annual sidewalk inspections and reporting for the entire sidewalk network in Gananoque.

Town staff released Tender RDS-2026-08 on June 12th, 2026, which subsequently closed on July 2nd, 2026. The RFT was advertised on Biddingo.com, and there were two (2) bids received at the time of closing, as outlined below:

Company	Complete Submission	Submitted Price (excl. HST)
Acadia Engineering Inc.	Yes	\$45,737.00
Safesidewalks Canada	Yes	\$50,237.80

Town staff are recommending awarding this work to Acadia Engineering Inc. They have undertaken this type of work for neighbouring municipalities over the last few years with positive results.

APPLICABLE POLICY/LEGISLATION:

Procurement By-law No. 2025-089

By-law No. 2026-001 2026 Capital and Operating Budget

O. Reg. 239/02: Minimum Maintenance Standards for Municipal Highways

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

The costs for this work has been accounted for in the 2026 budget and will be included in draft budgets going forward.

CONSULTATIONS:

Charles Fromentin, Technologist

Brock Webb, Superintendent of Roads

Managers, Directors, and support staff of Public Works Departments across Ontario

ATTACHMENTS:

Sidewalk Inspection Bid Evaluation Memo

Draft By-law No. 2026-064

APPROVAL	_____ David Armstrong, Manager of Public Works _____ John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. _____ Melanie Kirkby, CAO
------------------------	---

To: David Armstrong, CRS – I
Public Works Manager

From: Charles Fromentin, C. Tech
Public Works Technologist

Date: July 3, 2026

Re: Review of Sidewalk Inspection Contract Submissions – RDS-2026-08

David,

Public Works received two submissions for RDS-2026-08, Sidewalk Inspection Contract, for the annual inspection of approximately 55 km of Town sidewalks over the 2026–2029 term. The scope requires annual sidewalk inspections and corresponding reports in accordance with the Town's tender requirements and O. Reg. 239/02 Minimum Maintenance Standards.

Submission Summary

Bidder	2026	2027	2028	2029	Total excluding HST
Acadia Engineering Inc.	\$10,851.00	\$11,231.00	\$11,624.00	\$12,031.00	\$45,737.00
Safesidewalks Canada	\$12,100.00	\$12,402.50	\$12,712.50	\$13,022.80	\$50,237.80

Acadia Engineering Inc. submitted the lower bid by \$4,500.80, or approximately 9% lower than Safesidewalks Canada.

Review of Submissions

Acadia Engineering Inc. provided three project examples, including municipal condition inspection and road needs study work for Lanark Highlands, Central Frontenac, and Magnetawan. Their experience appears to demonstrate municipal asset inspection, condition assessment, lifecycle costing, cost estimating, and capital planning experience. Their submitted references appear to align with the project examples provided. The bid form and declaration form were signed and dated.

One item to note is that Acadia did not complete the Bidder's Equipment section. Given the nature of the work, this may be considered a minor omission if the Town is satisfied that the required inspection work can be completed using standard inspection equipment and reporting tools. However, I recommend confirming their proposed inspection tools, field data collection method, GPS/location capture method, and reporting format prior to award.

Safesidewalks Canada provided three recent sidewalk inspection examples from Huntsville, New Tecumseth, and Prescott. Their submission is very directly related to the requested scope. They also identified inspection equipment, including a trip hazard measuring tool and cellular devices, which supports their ability to complete field inspections and collect defect data. Their bid form was signed.

One item to note is that the declaration form contains some inconsistency between the listed bidder representative, authorized signing officer, witness name, and dates. I recommend confirming that the declaration was properly executed by an authorized signing officer prior to award.

Comparison

Both submissions appear to demonstrate relevant municipal inspection experience. Safesidewalks Canada's experience is more directly specific to sidewalk inspections, while Acadia Engineering Inc. appears to have broader municipal condition assessment and asset management experience. From a pricing perspective, Acadia Engineering Inc. provides the lowest overall cost for the four-year term.

Based on the information submitted, Acadia Engineering Inc. appears to provide the best value to the Town, subject to confirmation of compliance items and satisfactory references.

Recommendation

It is recommended that the Town proceed with Acadia Engineering Inc. as the preferred bidder for RDS-2026-08, subject to:

1. confirmation that the submission is compliant with the Town's procurement requirements;
2. confirmation of the equipment, inspection methodology, GPS/location capture, and reporting format to be used;
3. satisfactory reference checks; and
4. submission of all required insurance, WSIB, health and safety, and other contract documentation prior to commencement of the work.

Should any of the above items not be satisfied, the Town may wish to review Safesidewalks Canada further as the next submission.



Charles Fromentin, C. Tech
Public Works Technologist

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2026-064

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN
AN AGREEMENT WITH ACADIA ENGINEERING INC., FOR THE
PROCUREMENT OF SERVICES TO COMPLETE SIDEWALK INSPECTIONS
AND REPORTING FOR 2026 TO 2029

WHEREAS Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provided that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report RDS-2026-14 and concurred with the recommendation to authorize the Mayor and Clerk to sign an Agreement with Acadia Engineering Inc., for the procurement of services to complete sidewalk inspections and reporting for 2026 to 2029, in the annual amount of \$45,727.00 (exclusive of the Town’s share of HST) as prescribed in RFT RDS 2026-08;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass this By-law.

NOW THEREFORE the Council of the Corporation of the Town of Gananoque enacts as follows:

1. **AUTHORIZATION:**
 - 1.1 That the Mayor and Clerk are hereby authorized to sign an Agreement with Acadia Engineering Inc., for the procurement of services to complete sidewalk inspections and reporting for 2026 to 2029, in the annual amount of \$45,727.00 (exclusive of the Town’s share of HST) as prescribed in RFT RDS 2026-08.
2. **SCHEDULE:**
 - 2.1 Attached to and forming part of this By-law is the Agreement, marked as Schedule ‘A’.
3. **EFFECTIVE DATE:**
 - 3.1 This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 15th day of July 2026.

John S. Beddows, Mayor

Penny Kelly, Clerk

(Seal)

Report Council – RDS-2026-17

Date: July 15, 2026

☐ **IN CAMERA**

Subject: Beautification Proposal – Stone Street North at Charles Street North

Author: David Armstrong, Manager of Public Works

☒ **OPEN SESSION**

RECOMMENDATION:

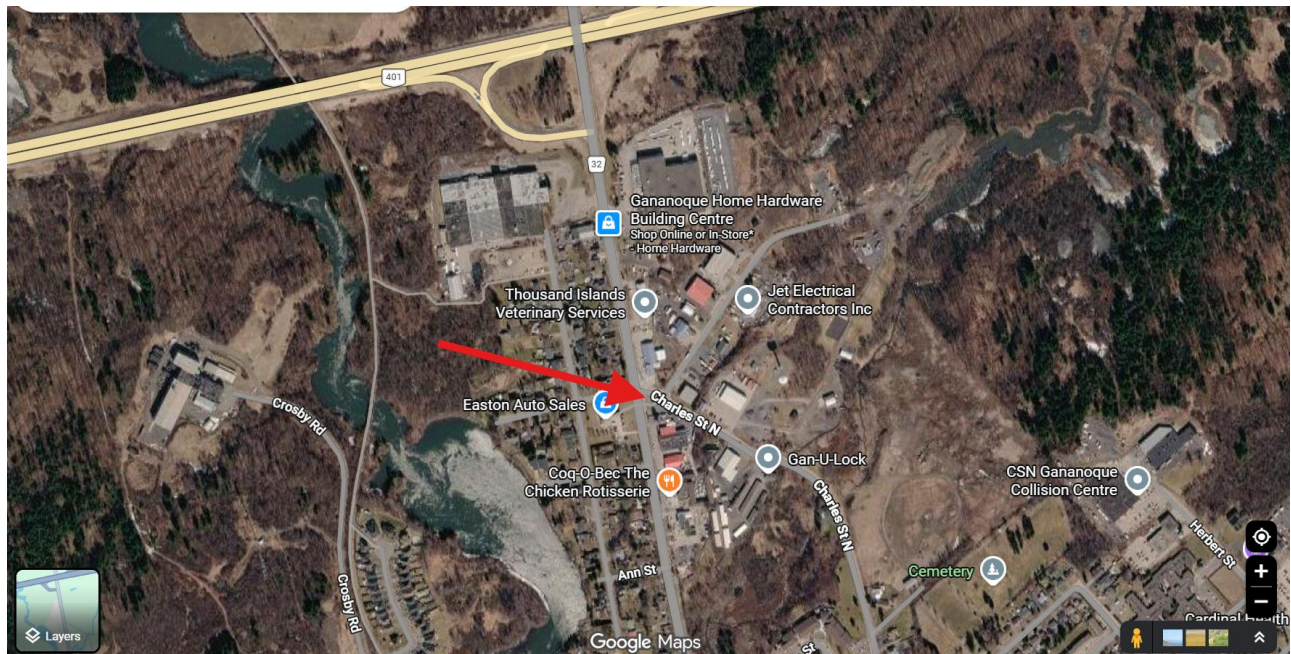
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE BEAUTIFICATION PROPOSAL FOR THE AREA LOCATED AT STONE STREET NORTH AND CHARLES STREET NORTH, IN THE AMOUNT OF \$13,900.00, AS PRESENTED IN REPORT COUNCIL RDS-2026-17.

STRATEGIC PLAN COMMENTS:

Sector 6 – Governance – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

BACKGROUND:

Town staff have taken several calls, inquiries, and complaints over the appearance of the intersection of Stone Street North and Charles Street North.



It has been a mostly unused space for several years. Recent picture of the area below:



INFORMATION/DISCUSSION:

The Public Works department hosted a Public Information Centre (PIC) for this project in June to gather feedback from residents and request their input for the beautification proposal of the intersection illustrated below:



The feedback was mostly positive from the public, with some of the comments received as follows:

“Drew a sketch with a trellis to hid background with a bench on the left side of the property and a trail map on the opposite side and a sculpture in the middle with as many plants as possible to beautify the space.”

“The Plan should include as much vegetation as possible using perennials. Limit use of concrete and gravel to the crosswalk. Include a shaded sitting area. Limited use of concrete will reduce winter maintenance. The grass lawn version could include benches and a pergola or other shaded structure.”

“Waste of Tax Dollars with no economic benefits. Sell the property to recover tax.”

Overall, comments on the Charles Street and Stone Street property were mixed. Some residents expressed that they would like to see the property cleaned up, beautified, and made easier to navigate for pedestrian traffic. Suggestions included additional vegetation, benches, shaded seating, a trellis, a trail map, and a sculpture. However, other residents expressed that they did not see value in the property and asked that no significant money be invested.

APPLICABLE POLICY/LEGISLATION:

2026 Deemed Capital and Operating Budget

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

The total cost for this work to be completed is \$13,900. All funds can be utilized form existing approved budget lines in 2026. Breakdown of costs are illustrated below:

Charles Street and Stone Street Beautification Project		
Item	Quantity	Cost
Trees	4	\$ 1,400.00
Soil	1	\$ -
Shrubs	50	\$ 1,000.00
Mulch	1	\$ 500.00
Concrete	1	\$ 8,000.00
Tactile Plate	2	\$ -
Benches	2	\$ 3,000.00
Stone Boulders	6	\$ -
Total		\$ 13,900.00

The additional purchase for two (2) benches can be removed for a \$3,000 savings. There is no additional cost associated with the soil, tactile plate, and stone boulders as these items are available in the Public Works yard from other finished projects.

CONSULTATIONS:

Charles Fromentin, Technologist

Brock Webb, Superintendent of Roads

Jeff Johnston, Manager of Parks, Recreation, and Facilities

Brenda Guy, Manager of Planning and Development

Comments received from residents at June 25th Public Information Centre

ATTACHMENTS:

N/A

APPROVAL	David Armstrong, Manager of Public Works John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. Melanie Kirkby, CAO
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Report Council – CSC-2026-04

Date: July 15, 2026

☐ **IN CAMERA**

Subject: Amend 2026 Council Schedule

Author: Penny Kelly, Clerk

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AMENDS THE 2026 COUNCIL SCHEDULE TO REMOVE IN ITS ENTIRETY THE COUNCIL MEETINGS SCHEDULED FOR:

1. WEDNESDAY, OCTOBER 21ST, 2026, AT 5:00 PM, AND;
2. THURSDAY, DECEMBER 3RD AND FRIDAY, DECEMBER 4TH, 2026 (BUDGET DELIBERATIONS),

AS PRESENTED IN REPORT COUNCIL-CSC-2026-04.

STRATEGIC PLAN COMMENTS:

Priority #3 – Cultivate a High-Performing and Future-Focused Municipal Team
Governance: Key Strategy #3 – Improve communications and access to information.

BACKGROUND:

On November 18, 2025, Council approved the 2026 Council Schedule.

INFORMATION/DISCUSSION:

The Voting Period for the upcoming Municipal and School Board election is Monday, October 19 up to and including Monday, October 26, 2026. The current Council Schedule includes Wednesday, October 21, 2026, Staff recommend that this meeting be cancelled in its entirety. This would eliminate any perception that the current Council, especially those who are Candidates, are advancing their campaign.

Should Council approve the above recommendation only one (1) regular meeting of Council will be held (Wednesday, October 7, 2026), and; there is a scheduled virtual Special Meeting on Wednesday, October 14, 2026, to consider the Strategic Plan Milestones. With that said, this does not preclude holding another Special Council meeting in October to address any time-sensitive matters, however, during the Voting Period it is not recommended to do so.

The Schedule also includes two (2) Budget Deliberation meetings (December 3 and 4, 2026). Noting that the newly elected Council will be inaugurated on Monday, November 16, 2026, the scheduled dates would not allow the new Head of Council to propose a 2027 budget, if they so choose, to present. Therefore, staff recommend that these dates be removed from the 2026 Council Schedule.

APPLICABLE POLICY/LEGISLATION:

Motion #25-159 – Approval of 2026 Council Schedule

FINANCIAL CONSIDERATIONS:

None.

CONSULTATIONS:

Melanie Kirkby, CAO

Lynsey Zufelt, Deputy Clerk

ATTACHMENTS:

None.

APPROVAL	

Penny Kelly, Clerk

Melanie Kirkby, CAO



MOTION / RESOLUTION OF COUNCIL

Date: July 15, 2026		Motion #26 –
Subject: King Street Bridge Safety and Accessibility – Direction to Staff		
Moved by:	Councillor Brown	
Seconded by:		
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PREPARE AND BRING FORWARD A STAFF REPORT OUTLINING OPTIONS TO ENHANCE THE SAFETY AND ACCESSIBILITY OF THE SIDEWALKS ON THE KING STREET BRIDGE; AND FURTHER THAT THE REPORT INCLUDES BOTH SEASONAL BARRIER OPTIONS AND PERMANENT YEAR-ROUND SOLUTIONS, TOGETHER WITH ESTIMATED COSTS, FUNDING OPPORTUNITIES, AND ANY PARTNERSHIPS OR APPROVALS THAT MAY BE REQUIRED TO IMPLEMENT SUCH ENHANCEMENTS.		

Ayes _____ **Nays** _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

John S. Beddows, Mayor

MA s. 246 - When a recorded vote is requested, the Clerk will call for each Councillors vote (Aye or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Mayor will then sign the motion.

RECORDED VOTE:	Aye	Nay
Brown, Colin		
Harper, Matt		
Kirkby, Patrick		
Koiner, Anne-Marie		
Leakey, Vicki		
Osmond, David		
Beddows, John		
TOTALS		

MOTION / RESOLUTION OF COUNCIL

Date: July 15, 2026	Motion No. 26 –
Subject: Amend Sale and Disposition of Land Policy – Direction to Staff	
Moved by:	Mayor John Beddows
Seconded by:	
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A COUNCIL REPORT WITH RECOMMENDATION TO AMEND THE SALE AND DISPOSITION OF LANDS POLICY AS FOLLOWS: 1. UNDER THE TOWN OF GANANOQUE OWNED REAL ESTATE MAY BE SOLD SO THAT SUCH PROPERTY MAY ONLY BE SOLD AS A RESULT OF A COMPETITIVE AND PUBLIC BIDDING PROCESS; 2. UNSOLICITED OFFERS TO PURCHASE MUNICIPALLY OWNED REAL ESTATE WILL RESULT IN THE ADVERTISEMENT FOR SALE OF THAT PROPERTY AND A SALE BY A COMPETITIVE OPEN PROCESS WHICH MAY INVOLVE LISTING THROUGH A REAL-ESTATE BROKER OR A PUBLIC AUCTION; 3. TRANSPARENCY WILL BE ACHIEVED BY ADVERTISING ALL SUCH SALE PROCESSES AND MAKING PUBLIC THE CURRENT HIGHEST OFFER FOR THE PIECE OF REAL ESTATE CURRENTLY OFFERED DURING THE BIDDING PERIOD UNTIL THE END-OF-AUCTION DEADLINE IS REACHED AT WHICH POINT NO MORE BIDS WILL BE ACCEPTED AND THE LARGEST OFFER IN CURRENCY OR KIND WILL BE ACCEPTED AS THE HIGHEST BID; 4. NO SALE OF REAL ESTATE WILL BE CONSIDERED COMPLETE UNTIL THE OFFERS RECEIVED BY THE DEADLINE (OR AT AUCTION) ARE REVIEWED AND A WINNING BID IS DETERMINED AND ACCEPTED BY VOTE OF MAYOR AND COUNCIL IN OPEN SESSION. MAYOR AND COUNCIL RESERVE THE RIGHT, ON BEHALF OF THE TOWN OF GANANOQUE, TO NOT ACCEPT ANY SUBMITTED BID AND RETAIN OWNERSHIP ON BEHALF OF THE TOWN. THIS PROCESS ALSO APPLIES TO THE LEASE OF MUNICIPALLY OWNED WATER LOTS ON EITHER AND BOTH THE GANANOQUE RIVER AND THE ST LAWRENCE RIVER WHICH ADJOIN INDUSTRIAL, COMMERCIAL OR CONDOMINIUM PROPERTY, OR THE RENEWAL OF SUCH LEASES.	

Ayes _____ **Nays** _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

John Beddows, Mayor

MOTION / RESOLUTION OF COUNCIL

Date: July 15, 2026	Motion No. 26 –
Subject: Amend Water Works By-law No. 2008-020 – Direction to Staff	
Moved by:	Mayor Beddows
Seconded by:	
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING FORWARD A REPORT FOR COUNCIL'S CONSIDERATION TO AMEND THE WATERWORKS BY-LAW NO. 2008-020, TO ACHIEVE THE FOLLOWING: 1. TO INCLUDE THAT DETACHED GARAGES MAY BE CONNECTED TO WATER AND WASTEWATER FROM THE PRIMARY RESIDENCE AND IT IS PERMITTED TO PLUMB AND INSTALL A TOILET AND SINK. PROVIDED THE BUILDING USE IS AS A GARAGE ONLY, WITH WATER SERVICE METERED THROUGH THE PRIMARY RESIDENCE ON THE PROPERTY; 2. SHOULD THE OWNER EXERCISE THEIR RIGHT TO CONVERT ALL OR PART OF A DETACHED GARAGE TO A SECONDARY RESIDENCE, PRIOR TO AN OCCUPANCY PERMIT BEING ISSUED THE OWNER IS REQUIRED TO INSTALL SEPARATE LATERAL WATER AND WASTEWATER SERVICES AND A SEPARATE METER TO SERVICE THE GARAGE IN QUESTION; 3. INSTALLATION OF "ROUGH IN" PLUMBING FOR ANYTHING MORE THAN A SINGLE TOILET AND SINK IN A DETACHED GARAGE WILL TRIGGER A REQUIREMENT TO INSTALL SEPARATE LATERAL WATER AND WASTEWATER SERVICES AND A SEPARATE METER TO SERVICE THE GARAGE IN QUESTION, AND; 4. DETACHED GARAGES WITH SEPARATE LATERAL WATER AND WASTEWATER SERVICES AND A SEPARATE METER WHICH HAS NOT BEEN ISSUED AN OCCUPANCY PERMIT ARE NOT REQUIRED TO PAY THE WATER & WASTEWATER CAPITAL LEVY BUT MUST STILL PAY FOR CONSUMPTION.	

Ayes _____ **Nays** _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

John Beddows, Mayor



234-2026-1173

June 15, 2026

Your Worship
Mayor Beddows
Town of Gananoque
jbeddows@gananoque.ca

Dear Mayor Beddows,

Thank you for your letter requesting a 30-day extension of the approval of the 2026 municipal budget for the Town of Gananoque.

The budgeting framework recognizes municipalities as responsible and accountable governments, with responsibility to manage their annual budgeting processes, taking into account local circumstances and needs. The Ministry will not be making any changes to the budget timelines for the Town at this time.

As you know, for the purpose of raising an additional levy amount in the year under section 312 of the Municipal Act, 2001, the head of council has the power to prepare a proposed budget amendment for the municipality. You may wish to explore whether this process can be used to address any of your and council's concerns.

Thank you for writing to share your question and for your continued engagement on the strong mayor framework.

Sincerely,

A handwritten signature in blue ink that reads 'Robert J. Flack'.

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Robert Dodd, Chief of Staff, Minister's Office, Ministry of Municipal Affairs and Housing (MMAH)
Steve Clark, Member of Provincial Parliament (MPP), steve.clark@pc.ola.org
Owen Bachert, Constituency Assistant, owen.bachert@pc.ola.org
Martha Greenburg, Deputy Minister, MMAH
Laurie Miller, Assistant Deputy Minister, Local Government Division, MMAH
Penny Kelly, Clerk, Corporation of the Town of Gananoque
clerk@gananoque.ca
Lynsey Zufelt, Deputy Clerk, Corporation of the Town of Gananoque
deputyclerk@gananoque.ca

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel. 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. 416 585-7000



234-2025-1873

June 23, 2026

Dear Head of Council:

I am writing to inform you of recent changes to the strong mayor framework, which apply to your municipality.

These changes were made through regulatory amendments to O. Reg. 530/22, under the *Municipal Act, 2001*, and are intended to strengthen accountability for decision-making during a municipal election year by ensuring that certain rules which currently apply in non-strong mayor municipalities similarly apply to strong mayor municipalities.

Specifically, heads of council in strong mayor municipalities are subject to the following rules which came into force on June 22, 2026:

- **Election year budget rules:** Outgoing heads of council are limited from proposing the municipal budget for the year immediately following a regular municipal election, aligning strong mayor municipalities with existing municipal budget rules.
- **Restricted acts rules:** Heads of council are restricted from appointing or removing the chief administrative officer and other municipal division heads, changing the organizational structure of the municipality, or, if not already authorized in the municipality's budget, exercising their by-law power to dispose of property valued over \$50,000 or authorize expenditures or liabilities over \$50,000. These restrictions would apply if it can be determined that either three-quarters of the outgoing members of council will not be members of the new council, or the outgoing head of council will not be the new head of council.

As head of council, you may wish to ensure that any relevant delegations you wish to establish are in place in advance of nomination day on August 21, 2026. The regulation provides that delegable strong mayor powers that may later become restricted can continue to be exercised where they were delegated to the CAO and or council prior to nomination day.

For more information on strong mayor powers and duties please see:

- Regulations made under the Municipal Act, 2001 that relate to strong mayor powers and duties: [O. Reg. 530/22](#); [O. Reg 580/22](#)
- Part VI.1 of the Municipal Act, 2001 – [Special Powers and Duties of the Head of Council](#)
- The Strong Mayor chapter of the [Ontario Municipal Councillor's Guide](#)

If you have any questions about the strong mayor framework, your staff may wish to contact your local [Municipal Services Office](#) within the Ministry of Municipal Affairs and Housing.

Please accept my best wishes.

Sincerely,

A handwritten signature in blue ink that reads "Robert J. Flack". The signature is fluid and cursive, with a long horizontal stroke at the end.

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Robert Dodd, Chief of Staff
Martha Greenberg, Deputy Minister
Laurie Miller, Assistant Deputy Minister, Local Government Division
Sean Fraser, Assistant Deputy Minister, Municipal and Housing Operations Division
Municipal Clerk and Chief Administrative Officer

From: John Beddows <jbeddows@gananoque.ca>
Sent: June 24, 2026 10:58 AM
To: Penny Kelly <clerk@gananoque.ca>
Cc: Lynsey Zufelt <deputyclerk@gananoque.ca>; Melanie Kirkby <MKirkby@gananoque.ca>
Subject: Fw: Childrens Mental Health of Leeds Grenville

Good morning,

Please add to correspondence for the next meeting.

Thanks,

John S. Beddows, CD1, MPA
Mayor
The Corporation of the Town of Gananoque
30 King St. E., Gananoque ON, K7G 1E9
613-382-2149 Ext. 1119
Fax: 613-382-8587

From: Local441CMHLG
Sent: June 22, 2026 6:37 PM
To: themayor@brockville.com <themayor@brockville.com>; nancypeckford@gmail.com <nancypeckford@gmail.com>; gshankar@prescott.ca <gshankar@prescott.ca>; asloan@centralelgin.org <asloan@centralelgin.org>; John Beddows <jbeddows@gananoque.ca>
Subject: Childrens Mental Health of Leeds Grenville

Dear Mayor and Members of Council,

June 22nd, 2026

Children's Mental Health of Leeds and Grenville (CMHLG) is currently in a labour dispute that has disrupted services within your community since May 25th. This strike has affected the individuals and families who rely on our programs throughout the communities we serve, which include Brockville, Kemptville, Prescott, Elgin and Gananoque. Rather than working toward a resolution to end the strike and restore services, the Executive Director of CMHLG has chosen to close the agency's doors. Despite repeated requests to meet and discuss a path forward, agency leadership has remained silent and unresponsive.

We are writing to you as frontline workers who have dedicated ourselves to serving the residents of our communities. We work with individuals and families who depend on the programs and services provided by our organization. Many of those we serve are among the most vulnerable members of our communities and rely on timely access to mental health support. Our desire is to return our full attention to serving our communities and supporting those who depend on us. We believe that meaningful dialogue and good-faith bargaining are the best path forward. The longer this dispute remains unresolved, the greater the impact on employees, the individuals and families who rely on our services, and public confidence in the organization.

We respectfully ask that you use your influence as a municipal leader to encourage members of the Board of Directors to provide direction to Executive Director Lorena Crosbie to resume negotiations as soon as possible and work toward a fair and reasonable settlement. We are not asking you to take sides in the negotiations or intervene in the bargaining process itself. Rather, we are asking you to encourage the Board to exercise its leadership role and ensure that negotiations resume without further delay. As the governing body of the organization, the Board has a responsibility to provide oversight and direction that supports the organization's mission, protects its long-term sustainability, and ensures continuity of services for the residents we serve.

Our communities rely on these services and deserve a timely resolution. We appreciate your consideration and any assistance you can provide in encouraging the Board of Directors to support a prompt return to the bargaining table.

Thank you for your consideration and support.

NOTICE OF PUBLIC MEETING

Proposed Plan of Subdivision and Class III Development Permit

TAKE NOTICE THAT the Town is in receipt of a complete application for a proposed Plan of Subdivision, pursuant to Section 51 and a Development Permit pursuant to Section 70.2 of the Planning Act, R.S.O. 1990.

Planning Advisory Committee for the Town of Gananoque will hold a Meeting on **TUESDAY, JULY 28, 2026 at 6:00 P.M.** in the **TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque** to provide recommendations to Council on the concurrent applications below.

AND FURTHER TAKE NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Public Meeting on **WEDNESDAY, AUGUST 12, 2026 at 5:00 P.M.** at the **TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque** to consider the following applications:

*The **TOLL-FREE PHONE NUMBER** and **ACCESS CODE** will be found on the meeting agenda, posted to the Town website at <https://www.gananoque.ca/town-hall/meetings> prior to the meeting.

The property municipally and legally described as
Vacant lands south of Elmwood Drive and/west of Arthur Street
LEEDS CON. 1 PT. LOT 16 RP 28R-15673 PARTS 1 TO 25 TOWN OF GANANOQUE

File No. SD2025-01

APPLICANT: MHBC PLANNING LTD.
OWNER: 1000989284 ONTARIO INC.

has applied to the Town of Gananoque for a Plan of Subdivision to
DEVELOP THE SUBJECT VACANT LANDS FOR A PLAN OF SUBDIVISION, TO BE PHASED WITH SIXTY-SIX (66) SINGLE FAMILY DWELLINGS AND THIRTY-SEVEN (37) TOWNHOUSE UNITS

AND

File No. DP2026-04

APPLICANT: MHBC PLANNING LTD.
OWNER: 1000989284 ONTARIO INC.

has applied to the Town of Gananoque for a Development Permit to
SEEK RELIEF FOR A REDUCTION OF THE LOT FRONTAGE FOR SINGLE DETACHED DWELLINGS FROM 15M TO 11M AND REDUCE THE FLOODPLAIN SETBACK FROM 30M TO 15M

Note: Applications SD2025-01 and DP2026-04 are concurrent. DP2025-01 will be a condition for final approval of Plan of Subdivision application SD2025-01

Additional information in relation to the proposed **Plan of Subdivision** and **Development Permit** is available in-person for inspection between 8:30am - 4:30pm at the Town of Gananoque, 30 King Street East, Gananoque Ontario or on the Town website at <https://www.gananoque.ca/town-hall/meetings>, or by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel 613-382-2149 ext. 1129.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Gananoque in respect of the proposed **Plan of Subdivision** before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision of the Town of Gananoque to the Local Planning Appeal Tribunal and may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Corporation of the Town of Gananoque in respect to this proposed **Plan of Subdivision** and related amendments, you must make a written request to the Clerk for the Town of Gananoque, 30 King Street East, Gananoque, Ontario K7G 1E9, or by email to clerk@gananoque.ca.

If you wish to provide comment or input in respect of the proposed **Development Permit** you may do so at the public meeting or in writing prior to the meeting. **Note:** Only the applicant of a **Development Permit** has a right to appeal a decision or non-decision on an application to the Ontario Land Tribunal where the application meets the requirements established through the official plan and development permit by-law.

DATED this 2ND day of JULY 2026



Brenda Guy
Manager of Planning and Development
bguy@gananoque.ca
613-382-2149 Ext.1126

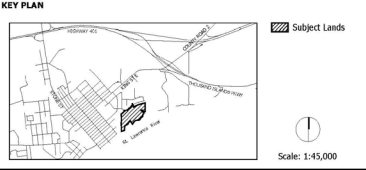


DRAFT PLAN OF SUBDIVISION

LEGAL DESCRIPTION
PART OF LOT 16, CONCESSION 1,
GEOGRAPHIC TOWNSHIP OF LEEDS
TOWN OF GANANOQUE
COUNTY OF LEEDS

OWNER'S CERTIFICATE
I HEREBY AUTHORIZE MACNAUGHTON HERSEN BRITTON CLARKSON PLANNING LIMITED
TO SUBMIT THIS PLAN FOR APPROVAL.
Date: _____ ROB PIERCE
1000989284 ONTARIO INC.

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS
PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND
CORRECTLY SHOWN.
Date: _____ SHAWN LEROUX, O.L.S., O.L.T.P., A.L.S.
J.D BARNES LIMITED



ADDITIONAL INFORMATION
Required Under Section 51 (17) of the Planning Act, R.S.O., 1990, c.P.13 as Amended
(a) As Shown (e) As Shown (i) As Shown
(b) As Shown (f) As Shown (j) Services As Required
(c) As Shown (g) As Shown (k) As Shown
(d) Residential, Park, Open (h) Municipal Water Supply
Space, Servicing (l) Unknown

DESCRIPTION	LOTS/BLOCKS	UNITS	AREA
Low Density Residential - Singles	1-66	66	4.597 ha
Low Density Residential - Townhouses	67-70	23	0.614 ha
Multiple Residential	71	12-14	0.440 ha
Residential Lot Addition	72		0.935 ha
Parks	73-74		0.516 ha
Open Space	75-77		2.184 ha
Servicing	78-79		0.243 ha
Servicing/Trail Connection	80		0.039 ha
Future Development	81-82		0.012 ha
Roads			1.986 ha
Total	82	101-103	11.586 ha

- NOTES
- All dimensions are in metres unless otherwise shown.
 - Environmental features provided by WSP, 2025-05-23, & FFE, August 2025
 - Boundary information has been compiled from Plan 28R-15673 and Confirmed by field Survey by J.D. Barnes Ltd. May 13, 2025
 - Contains information licensed under the Open Government Licence - Ontario.

Revision No.	Date	Issued / Revision	By
Stamp	Date	May 28, 2026	
	File No.	9137BK	
	Plan Scale	1:1000 (Arch D)	
	Drawn By	JB	
	Checked By	EE	
Project	VL - Elmwood Drive, Gananoque R.W.Tomlinson Limited 100 CitGate Drive, Ottawa ON		
File Name	DRAFT PLAN OF SUBDIVISION	Dwg No.	1 of 1
Scale Bar	0 10 25 50 100m		