



REGULAR COUNCIL MEETING AGENDA
Held on Tuesday, August 12, 2025, at 5:00 PM
In-Person – Town Hall Council Chambers 2nd Floor

Teleconference Toll Free Number – 1-833-311-4101
Access Code: 2862 984 1993

Video Conference Link: [Click Here](#)
Access Code: 2862 984 1993

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.	Public Meeting
	1. Proposed Class III Development Permit (DP2025-10) – 116-118 King Street East – – Permit One (1) Short-Term Accommodation Rental in Upper Storey of a Commercial Building (+Report Council-PD-2025-15)
8.	Delegations
	1. Richard Ferguson – Garden Street – Request to Reduce Speed Limit and Add Speed Bumps
	2. Frontenac Arch Biosphere Network (FABN), Christine Grossutti, Conservation Project Manager – Judith McLean Memorial Forest (+Trees & Trails Advisory Panel Motion Nos. 2025-05 and 2025-08)
9.	Presentations/Awards/Deputations – None
10.	Mayor's Declarations – None

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.

11.	Unfinished Business
	Brenda Guy, Manager of Planning and Development
	Council-PD-2025-13 – Private Video Surveillance – Municipal By-laws
	Jeff Johnston, Manager of Parks & Recreation
	Council-REC-2025-13 – Award of Contract – Eradication and Control of Japanese Knotweed
12.	Consent Agenda
	1. Motion #25-105 – Approval of Minutes – July 15, 17 and 24, 2025
	2. By-law No. 2025-071 – Amend Traffic & Parking By-law No. 2015-070 – Schedule XII, Include Water Street Swing Bridge at 25 KM/Hour
13.	Staff Reports
	Deirdre Crichton, Library CEO
	Council-LIB-2025-03 – Gananoque Public Library Quarterly Report
	Jeff Johnston, Manager of Parks & Recreation
	Council-REC-2025-14 – Seniors Community Programming Grant Funding
	Andrew Dickson, Fire Chief
	Council-FIRE-2025-06 – Emergency Purchase Procurement – Outboard Motor Replacement
	Brenda Guy, Manager of Planning and Development
	Council-PD-2025-14 – Population Projections – Various Studies
14.	Motions (Council Direction to Staff) – None
15.	Correspondence
	1. Gananoque Police Services Board – Notice of Suspension
	2. Ontario Lottery and Gaming Corporation (OLG) – First Quarter Gaming Revenue Payment to Township of Leeds & the Thousand Islands and Gananoque
	3. South East Health Unit – Media Release – Board of Health Update for July
	4. Cataraqui Conservation – News Release – Level 1 Water Condition Confirmed for Cataraqui Region
16.	Notice Required Under the Notice By-law – None
17.	Committee Updates (Council Reps)
18.	Discussion of Additional Items

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19.	Closed Session
	<input checked="" type="checkbox"/> Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose <ul style="list-style-type: none"> • One (1) Item
	<input checked="" type="checkbox"/> 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 <ul style="list-style-type: none"> • One (1) Item
20.	Questions from the Media
21.	Confirmation By-law
	By-law No. 2025-069 – Confirm the proceedings of Council for the meeting held on Tuesday, August 12, 2025
22.	Next Meeting – Regular Council – Tuesday, September 2, 2025 at 5:00 PM
23.	Adjournment

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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.

NOTICE OF MEETING Proposed Class III Development Permit

TAKE NOTICE that the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, JULY 22, 2025 at 6:00 P.M.** via **TELECONFERENCE*** and **IN-PERSON** in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST to consider the following application.

AND TAKE FURTHER NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Public Meeting on **TUESDAY, AUGUST 12, 2025 at 5:00 P.M.** via **TELECONFERENCE*** and **IN-PERSON** in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST to consider the application.

*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-hallpublic-meetings/planning-advisory-committee-meeting-july-22-2024> prior to the meeting.

File No. **DP2025-10**

OWNERS/APPLICANT: **Ryan Chartrand/Angela Vernelli**

The property municipally and legally described as

116-118 King Street East

PLAN 86 W PT LOT 13 RP;28R11120 PARTS 1 AND 2

TOWN OF GANANOQUE

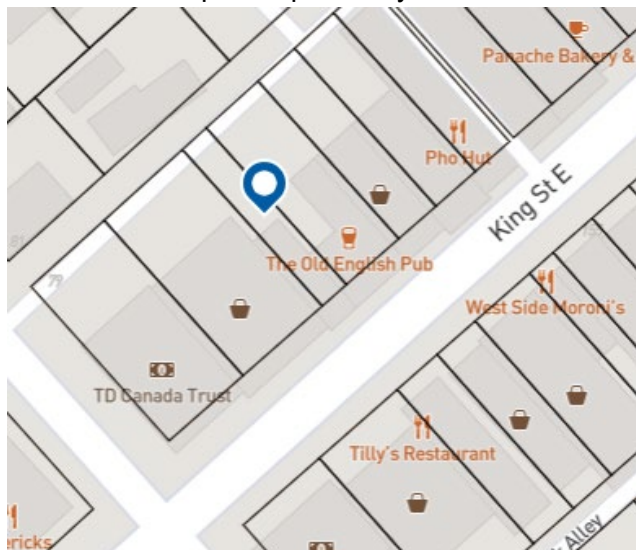
has applied to the Town of Gananoque for a Development Permit to

**PERMIT ONE SHORT-TERM ACCOMMODATION RENTAL IN THE UPPER STOREY
OF THE COMMERCIAL BUILDING**

Additional information in relation to the proposed development permit is available for inspection at the Town Hall Administration Offices located at 30 King Street East, Gananoque, ON, on the Town website at <https://www.gananoque.ca/town-hall/meetings>, by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel 613-382-2149 ext. 1129.

If you wish to provide comment or input 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.

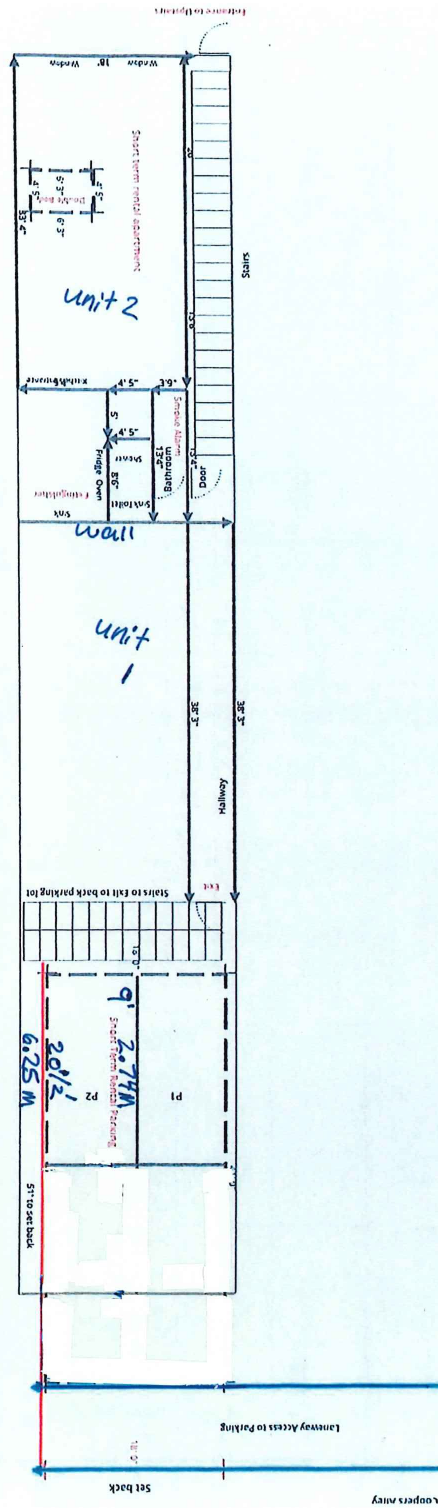


DATED this 4TH day of **JULY 2025**

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

Site Plan

Second Floor drawing.



Council Report – PD-2025-15

Date: August 12, 2025 ☐ **IN CAMERA**

Subject: Class III Development Permit (DP2025-10) – 116-118 King Street East
(Chartrand/Vernelli)

Author: Brenda Guy, Manager of Planning and Development ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES APPLICATION DP2025-10 (CHARTRAND/VERNELLI) AT 116-118 KING STREET EAST FOR ONE (1) SHORT TERM ACCOMMODATION UNIT (1 BEDROOM), IN THE SAME OWNER OPERATED COMMERCIAL STORE-FRONT BUILDING WITH ONE (1) PARKING SPACE SUBJECT TO THE FOLLOWING CONDITIONS:

- CLEARANCE LETTER IS OBTAINED FROM FIRE DEPARTMENT THAT ALL REQUIREMENTS HAVE BEEN MET,
- CLEARANCE LETTER IS OBTAINED FROM BUILDING DEPARTMENT THAT ALL REQUIREMENTS HAVE BEEN MET,
- THE OWNER ENTER INTO AN AGREEMENT WITHIN ONE YEAR OF THE NOTICE OF DECISION, AND
- ALL COSTS ASSOCIATED WITH FULFILLING THE CONDITIONS OF THIS DECISION ARE BORNE BY THE OWNER,

AS RECOMMENDED BY THE PLANNING ADVISORY COMMITTEE (PAC) AND AS PRESENTED IN REPORT COUNCIL-PD-2025-15.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

The owners of the property at 116-118 King Street E have applied for a development permit application to convert one of the residential units above the commercial storefront to a short-term accommodation.

Refer to Planning Report meeting date of July 22, 2025 attached for complete background and review of the application before Council.

INFORMATION/DISCUSSION:

At the meeting of July 22, 2025 Planning Advisory Committee (PAC) considered the application.

Planning Advisory Committee reviewed the application for a proposed short term accommodation. Overall, the committee was in favour of the application and the following motion by PAC to Council was tabled and approved as follows:

PAC-COA-PSC Motion #2025-22 – DP2025-10 – 116-118 King Street**Moved by:** Lynda Garrah**Seconded by:**

Neil McCarney

BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE recommends to Council that they have no objection to application DP2025-10 (Chartrand/Vernelli) at 116-118 King Street East for one Short Term Accommodation unit (1 bedroom), as one of the owners is operating the commercial store-front business in the same building as the Short Term Accommodation, one parking space is provided subject to the following conditions:

- Clearance letter is obtained from Fire Department that all requirements have been met,
- Clearance letter is obtained from Building Department that all requirements have been met,
- The Owner enter into an Agreement within one year of the Notice of Decision, and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

- **CARRIED**

No new or further information has been submitted at the writing of this report.

APPLICABLE POLICY/LEGISLATION:

Planning Act, Provincial Policy Statement, Official Plan, Development Permit By-law

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

n/a

CONSULTATIONS:

Property Owners within 120m of the subject property, Public Agencies, Municipal Staff, PAC/COA/PSC

ATTACHMENTS:

Attachment 1 – Planning Report to PAC, Application and Drawings

<p>APPROVAL</p>	<div data-bbox="305 1478 1053 1528"> <p>_____</p> <p>Brenda Guy, Manager of Planning and Development</p> </div> <div data-bbox="305 1562 1421 1688"> <p>_____</p> <p>John Morrison, Treasurer</p> <p>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 Municipal Act and regulations.</p> </div> <div data-bbox="305 1719 609 1764"> <p>_____</p> <p>Melanie Kirkby, CAO</p> </div>
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PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, JULY 22, 2025

SUBJECT: DP2025-10 – 116-118 KING ST E (CHARTRAND/VERNELLI)
CLASS III DEVELOPMENT PERMIT

Property: 116-118 KING STREET EAST

Legal Description: PLAN 86 W PT LOT 13 RP28R11120 PARTS 1 AND 2

Official Plan: GENERAL COMMERCIAL

Development Permit: COMMERCIAL TRADITIONAL CORE

Lot Coverage: 0% MAXIMUM

Purpose and Effect:

The Development Permit Application is to permit a Short Term Accommodation (1 unit) located on the second floor of the property addressed as 116-118 King Street East.

Additionally, it is noted that the recent passing of the Additional Residential Units indicate that an ARU shall not be used as a Short Term Accommodation. Therefore, the conversion is subject to an application to convert.

Background:

The property is situated on the north side of King Street East between Stone Street North to the east and Charles Street North to the west. Coopers Alley is located to the rear of the subject property.

A commercial health and wellness business operates on the ground floor. Currently, the two-storey mixed use commercial building contains two residential units on the second floor. The Owner resides in the residential unit at the rear of the building on the second storey which will be maintained as a rental unit. The unit at the front of the building on the second floor is proposed for the purpose of a Short Term Accommodation.

PROVINCIAL PLANNING STATEMENT:

The Provincial Planning Statement, 2024 (PPS) provides direction on matters of provincial interest pertaining to land use planning and all development proposals must be consistent with the policies therein. The full PPS document can be found at <https://www.ontario.ca/page/provincial-policy-statement-2024>. Policies which repeat or are not relevant to the current proposal have been omitted from commentary below.

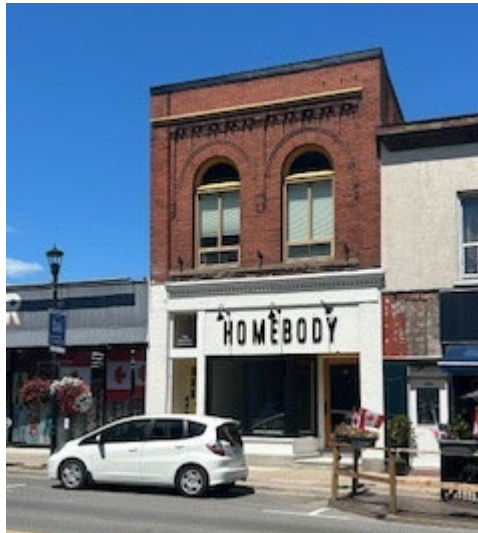
2.1 Planning for People and Homes

6. Planning authorities should support the achievement of *complete communities* by:
- a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs.

2.2 Settlement Areas and Settlement Area Boundary Expansions

2.2.1 General Policies for Settlement Areas

1. *Settlement areas* shall be the focus of growth and development. Within *settlement areas*, growth should be focused in, where applicable, *strategic growth areas*, including *major transit station areas*.



View of the front of 116-118 King Street East

COMMENT:

The proposed Short-Term Accommodation is consistent with the overall policies of the Provincial Planning Statement. The Short-Term Accommodation will provide for accommodations for the tourism industry in the Town.

OFFICIAL PLAN:

The subject property is designated General Commercial within the Official Plan.

Goals and Objectives (3.3.1)

The goal of the Commercial Lands is to provide a supportive land use policy framework which reduced constraints for commercial development while ensuring that existing and future commercial uses will contribute to Gananoque's small town character.

The objectives of this designation are to:

1. Support a diverse range of commercial uses that meet the existing and future needs of the community and reduces the need for residents to shop elsewhere;

2. Accommodate a range of commercial formats from smaller pedestrian-oriented stores in the central King Street area to highway commercial type uses near Highway 401;
3. Enhance the form and character of each commercial area in the Town and work to create a distinct community identity for each; and
4. To encourage the maintenance and improvement of existing commercial buildings.

Permitted Uses (3.3.2.1.1)

Permitted uses named within the General Commercial policy include ‘travel accommodations’. Mixed use commercial which includes residential uses above or behind the storefronts.

General Commercial Policies (3.3.2.1.2)

The Official Plan provides that where off street parking is required for the proposed use, this parking shall be located to the side or rear of establishments in order to foster a pedestrian friendly environment.

Development Criteria (5.4.4)

In addition to the policies established for the General Commercial policy area, general development criteria is provided under Section 5.4.4. The following development criteria relates to the current proposal:

- The provision of safe access onto or from a local or Town road or provincial highway.
- Adequate access to, and provision of, off-street parking.
- The control of signs and advertising such that they are in scale with the intended use and with surrounding uses.
- Adequate exterior lighting for access and parking areas for public or private use such as in commercial, industrial, institutional and multiple residential development.
- The control of signs and advertising such as that they are in scale with the intended use and with surrounding uses.
- Safety and Security (including lighting, site orientation, and lines of sight).

COMMENT:

The Development Permit Application meets the objectives and criteria of the General Commercial designation in the Official Plan to support a diverse range of commercial uses.

The Development Permit will address the site specific requirements including parking. No new construction is proposed with this application. The applicant is presently undertaking cosmetic changes to the first floor of the building.

DEVELOPMENT PERMIT:

The subject property is designated Commercial Traditional Core within the Development Permit By-law. The intent of this designation is to preserve historical built form and continue to enhance its cultural significance with respectful infill development, expansions and re-development.

Use (6.1)

The Development Permit By-law was amended under By-law No. 2019-125 to include Short Term Accommodations as a Discretionary Use within the Commercial Traditional Core.

Definition: Short Term Accommodation & Owner Occupied

A Short Term Accommodation is defined to mean “a portion of a dwelling or dwelling unit, that is owner-occupied and rented for a period of less than twenty-eight (28) days and may include a Bed and Breakfast, Heritage Tourist Inn, but does not include a motel, hotel or accommodations where there is no payment exchanged”.

Owner-occupied means any property offering Short Term Accommodation owned by a person who resides in the dwelling as their principal residence. For properties located in the Commercial Traditional Core, owner occupied means a property owned by the person occupying/operating the commercial store-front business at the location where Short Term Accommodation is offered in the same building.”

Heritage Tourist Inn, Bed and Breakfast, Short Term Accommodations (3.21)

The following provisions apply to all Short Term Accommodations (including a Heritage Tourist Inn and Bed and Breakfast):

All Heritage Tourist Inns, Bed and Breakfasts and Short Term Accommodations:

- Shall serve its guests only, and shall not offer services to non-guests,
- Shall be subject to a Class III Development Permit,
- Shall be subject to a Short Term Accommodations license,
- Shall conform to the provisions of the Ontario Building Code, and
- Shall prior to commencing operation of the business, obtain a license in accordance with the *Municipal Act* “following inspection of the premises by the Town Chief Building Official/Development Officer and Fire Department Official”.

In addition to the above, the following provisions shall apply to a Short Term Accommodation:

- Shall not be permitted in any designation unless the proper approvals have been obtained,
- Shall provide one (1) parking space per guest room, and
- May include approved Bed and Breakfast Establishments and Heritage Tourist Inns.

Parking and Storage of Vehicles (3.32)

Section 6.3 of the Commercial Traditional Core designation requires each residential unit to provide one parking space. The Commercial Traditional Core exempts commercial uses from requiring parking under Section 6.4.



Rear of 116-118 King Street East

COMMENT:

One of the owners currently operates a health and wellness business on the first floor of the building and lives in one of the residential units on the second floor. The second floor currently contains two residential units and one unit will be dedicated for the Short Term Accommodation.

There are a total of two parking spaces located at the rear of the building in the dimensions of 2.74m x 6.25m which are accessible from Coopers Alley. A parking space is required for the existing apartment unit and one parking space is required for the one bedroom Short Term Accommodation. A total of two parking spaces are required for the uses on the property. There is no requirement for commercial parking.

Existing lighting is provided along King Street East and at the rear of the building which provides safety and security for patrons.

The Short-term Accommodation by-law requires that properties in the Commercial Traditional Core are permitted in upper storeys provided that the person operating the business on the storefront is within the same building. One of the owners operates the ground floor commercial business.

CIRCULATION TO AGENCIES

Circulation to all property owners within 120m of the site and the prescribed agencies (comments received to date):

CAO	
Chief Building Official	
CRCA	

School Boards: CDSBEO and UCDSB	
Utilities: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	
EMS: Fire/LG Paramedic/Police	
Public Works, Water/Sewer Utilities	
Leeds Grenville Lanark District Health Unit	
Other Agencies:	
Neighbourhood: Posting and 120m Circulation	

It is noted that the Owner is required to obtain a Short-Term Accommodation Licence under By-law 2019-123 following approval of a Development Permit. An Application for the license for the Short-Term Accommodation has been submitted to the Town.

Staff have no objection to DP2025-10 – 116-118 King Street East – Chartrand/Vernelli, for one Short Term Accommodation unit (1 bedroom), as one of the owners is operating the commercial store-front business in the same building as the Short Term Accommodation, one parking space is provided and the following:

- Clearance letter is obtained from Fire Department that all requirements have been met.
- Clearance letter is obtained from Building Department that all requirements have been met.
- The Owner enter into an Agreement within one year of the Notice of Decision, and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

APPROVAL	<div style="border-bottom: 1px solid black; height: 40px; margin-bottom: 10px;"></div> Trudy Gravel, Assistant Planner
	<div style="border-bottom: 1px solid black; height: 40px; margin-bottom: 10px;"></div> Brenda Guy, Manager of Planning and Development



APPLICATION FOR DEVELOPMENT PERMIT APPROVAL
Section 70.2 of the Planning Act, RSO 1990, as amended

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. **Incomplete applications will not be processed until all information is provided.**

A Pre-consultation meeting with Planning and Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

ALL applications require the following:

- ☒ Complete application form signed including declaration of applicant*
- ☒ Proof of ownership, deed of property or offer to purchase and sale*
- ☒ Legal survey and/or Building Location Survey for the subject property*
- ☐ If the development is for commercial and/or employment, multi-residential – One (1) large scale paper copy of all plans shall be submitted along with one set of reduced 11" x 17" of all plans and your electronic copy. Plans are to be in a standard scale format (1:250 1:500)
- ☒ Application fee as outlined in the pre-consultation form payable to the Town of Gananoque*
- ☐ Deposit fee as outlined in the pre-consultation form payable to the Town of Gananoque*
- ☐ Fees payable to the Cataraqui Region Conservation Authority, if applicable. Contact the CRCA for more information.

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: Ryan Chartrand	Complete Address including Postal Code: 116 King Street East, Gananoque, ON, K7G1G2	Phone: (613) 453-9936
	E-mail: ryan@groundedhealthcompany.com	
Name of Property Owner (if different than applicant): Angela Vernelli	Complete Address including Postal Code: 162 Wellington St. Gananoque ON K7G 1B7	Phone:
	E-mail:	
Architect/Designer/Planner:	Complete Address including Postal Code:	Phone:
	E-mail:	
Engineer:	Complete Address including Postal Code:	Phone:
	E-mail:	
Land Surveyor: R.G. Bennett Surveying Ltd.	Complete Address including Postal Code: 46 Wall St. Brockville, Ontario K6V 4S1	Phone: (613) 498-3218
	E-mail:	

PROPERTY

Street or Property Address (if applicable): 116-118 King St. E. Gananoque K7G 1G2	Roll Number (if known): 081400001501300.0000
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LEGAL DESCRIPTION

Lot/Con/Plan: Plan 86 W Pt Lot 13 RP28R1120 Parts 1 & 2			
Frontage (m/ft): 5.89 m / 19.33 ft	Depth (m/ft): 36.90m / 121.08 ft	Lot Area: 217.34 sq/m or 2,340 sq/ft	

SUBMISSION REQUIREMENTS

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

☒ **Site Plan(s)** including scaled accurate measurements of:

- Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
- Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
- Dimensions and gross floor area of all building and structures to be erected;
- Existing structures to be retained, removed or relocated;
- Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
- Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
- Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
- Access driveways including curbing and sidewalks
- Proposed fire routes and fire route sign locations
- Dimensions and locations of loading zones, waste receptacles and other storage spaces;
- Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
- Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
- Location, type and size of any other significant features such as fencing, gates and walkways.

☐ **Drainage Plan(s)** including scaled accurate measurements of:

- Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;

☐ **Landscape Plan(s)** including scaled accurate measurements of:

- Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;

☐ **Site Servicing Plan(s)** including scaled accurate measurements of:

- Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.

☐ **Grade Control and Drainage Plan(s)** including scale accurate measurements of:

- Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
- Location of any creeks, ravines or watercourses with elevations and contours;
- Arrows indicating the proposed direction of flow of all surface water;
- Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
- Existing and/or proposed right-of-ways or easements

☒ Elevation and Cross-Section Plan(s) including scale accurate measurements of:

- Coloured elevation drawings or renderings of each side of the building to include materials being used and their consideration to the neighbourhood (PHOTOS OF EXISTING BUILDING ARE PERMITTED IF NO ADDITIONS ARE BEING UNDERTAKEN)
- Drawings that show plan, elevations and cross section views for each building or structure to be erected;
- Conceptual design of building;
- Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
- Exterior design including character, scale, appearance and design features of the proposed building;
- Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
- Photographs of the subject land and abutting streetscape on both side of the street

☐ Supporting Studies and Reports. Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

- | | |
|---|---|
| <input type="checkbox"/> Air, Noise or Vibration Study | <input type="checkbox"/> Sanitary System Design & sufficient capacity |
| <input type="checkbox"/> Archaeological Study | <input type="checkbox"/> Servicing Options Report |
| <input type="checkbox"/> Drainage and/or stormwater management report | <input type="checkbox"/> Source Water Protection – Risk Management Assessment |
| <input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area | <input type="checkbox"/> Sun/Shady Study |
| <input type="checkbox"/> Erosion and Sediment Control Plan | <input type="checkbox"/> Traffic Study |
| <input type="checkbox"/> Geotechnical Study and Hydrogeological Study | <input type="checkbox"/> Vegetation Inventory/Preservation |
| <input type="checkbox"/> Heritage Resource Assessment/Study | <input type="checkbox"/> Visual Impact Assessment |
| <input type="checkbox"/> Hydrogeology/Groundwater Study | <input type="checkbox"/> Water Distribution System & sufficient capacity |
| <input type="checkbox"/> Phase I Environmental, investigation if required | <input type="checkbox"/> Wave Uprush Study |
| <input type="checkbox"/> Form 1's – Record of Future Alteration (Water, Sewer and Storm) | <input type="checkbox"/> Supporting Land Use Planning Report |
| | <input type="checkbox"/> Other: |

NOTES TO OWNER/APPLICANT:

- Applications may be subject to any Town incurred costs over and above the fees set out (See By-law 2016-047) being a by-law to establish general fees and rates for various services provided by the municipality). This is in the form of a deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of various studies as outlined in the application.
- Cataraqui Region Conservation Authority (CRCA) - Applications may be subject to review and a separate cheque payable to the CRCA. Fees are identified on the CRCA website <https://cataraquiconservation.ca/pages/permit-fees>. The Town recommends that you consult with a Conservation Authority Officer prior to making application.
- The applicant/owner may be required to provide 100% security of the cost of works in the form of a Letter of Credit or Certified Cheque upon signing of the Development Permit Agreement for all Class III applications and any Class that may require a background study or legal registration of documents.
- Security will remain with the Town until such time as the works are completed for any agreement. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Existing Use(s):	
Yoga & Personal Training Studio	Vacant Ground Floor location Second Floor Unit 2 1 bedroom
Length of time the existing use of the subject lands have continued: 3 years	
Has the property been designated as a Heritage Site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the property presently under a Site Plan/Development Permit Agreement?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 70.2 (Development Permit By-law) of the Planning Act?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If the property has been subject of applications under the Planning Act noted above, provide the file number(s) and the status of the application?	

Proposed Use(s):	
The apartment will be used for guests spending a couple of days/nights. They will have exclusive access to the space during the time of their rental. Second Floor unit 2 1 bedroom	
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How has the applicable criteria have been addressed? completed application, attached purchase and sale agreement, attached survey	
Is/Are variation(s) requested?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what variation is requested and why?	
Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law. completed application, attached purchase and sale agreement, attached survey	

Abutting Land Use(s) – east, west, north, south:
East: Churchhills and addition to the Old English Pub West: Mega Dollar: Dollar Store North: no abutting land use South: no abutting land use

Is the Development to be phased?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
What is the anticipated date of construction?	No construction
Is the land to be divided in the future?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there any easements, right-of-ways or restrictive covenants affecting the subject land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please provide details (and copies of covenants with application submission).	

Plan Details: Please ensure that measurements are consistent with plan			
<input checked="" type="checkbox"/> Residential	<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Employment Lands/ Industrial	<input type="checkbox"/> Institutional
Building Coverage: 100 _____ (%) 217 _____ (sq.m)		Landscape Coverage: _____ (%) _____ (sq.m)	
Building Height:	No. of Storeys: 2	No. of Units: 3	Storage of Garbage: 1

Parking Area:	Existing Parking Surface <input checked="" type="checkbox"/> Paved <input type="checkbox"/> Gravel <input type="checkbox"/> Permeable Parking Area <input type="checkbox"/> Other			
	Proposed Parking Surface: <input type="checkbox"/> Paved <input type="checkbox"/> Gravel <input type="checkbox"/> Permeable Parking Area <input type="checkbox"/> Other			
	# of Existing Parking Spaces 2	# of New Parking Spaces 0	# of Accessible Parking Spaces 0	Total # of Parking Spaces 2
	Dimension of Parking Spaces (m/ft): 9 ft wide x 20.5 ft long		Dimensions of Accessible Parking Spaces (m/ft): N/A	

LOADING SPACES, if applicable: N/A	Number of Loading Spaces: 0	Dimensions of Loading Spaces (m/ft): 0
--	------------------------------------	---

Heritage Tourist Inn/Bed and Breakfast/Short Term Accommodation*:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is this an application for a Heritage Tourist Inn?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Number of Guest Rooms:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6
NOTE: A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.			
Is this an application for a Bed and Breakfast?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Number of Guest Rooms:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Is this an application for a Short Term Accommodation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Number of Guest Rooms:	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3

Access*:	Potable Water*:	Sewage Disposal*:	Stormwater*:
<input checked="" type="checkbox"/> Municipal Street	<input checked="" type="checkbox"/> Town Owned/operated Water System	<input checked="" type="checkbox"/> Town Owned/Operated Sewage System	<input checked="" type="checkbox"/> Town Owned/Operated Sewers
<input type="checkbox"/> Existing Private Road/ Lane	<input type="checkbox"/> Private Well	<input type="checkbox"/> Private Septic and Tile Field	<input type="checkbox"/> Swales
<input type="checkbox"/> Existing Right-of-way	<input type="checkbox"/> River	<input type="checkbox"/> Other	<input type="checkbox"/> Ditches
<input type="checkbox"/> Unopen Road Allowance	<input type="checkbox"/> Other:		<input type="checkbox"/> Other
<input type="checkbox"/> Other:			
Provide any applicable hook-up approvals and/or permit number(s) applicable to the above:			

Water Access (where access to the subject land is by water only)	
Docking Facilities (specify) distance from subject land _____ distance from nearest public road _____	Parking Facilities (specify) distance from subject land _____ distance from nearest public road _____

EXISTING BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
Type of Structure (ie: wood concrete)	Brick		
Date Constructed:	1930		
Front Line Setback:	2.87 ft.		
Rear Lot Line Setback:	20 ft.		
Side Lot Line Setback:	1.15 ft.		
Side Lot Line Setback:	1.15 ft.		
Height:	36 ft.		
Dimensions:	19.33 ft x 121.08		
Floor Area:	2686 sq/ft		

PROPOSED BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
	Type of Structure (ie: wood concrete)	N / A	N / A
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

AUTHORIZATION BY OWNER

I/We, the undersigned being the registered owner(s) of the subject lands, hereby authorize Ryan Chartrand (print name) to be the applicant in the submission of this application. Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize Town of Gananoque members of Council, Committee of Council and Municipal Staff, to enter upon the property for the purposes of conducting a site inspection with respect to the subject application.

Ryan Chartrand

Owner Name (Please Print)



Signature of Owner

Owner Name (Please Print)

Signature of Owner

*



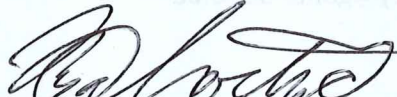
Signature of Witness (not applicant)

June 30, 2025

Date

CONSENT BY OWNER

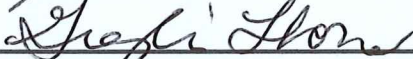
I/We, Ryan Chartrand, (print name(s)) am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.



Signature of Owner

Signature of Owner

*



Signature of Witness (not applicant)

June 30, 2025

Date

DECLARATION OF APPLICANT

(Print) I, Ryan Chartrand of the Town Leeds of Gananoque in the County of Leeds solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at

the Town of Gananoque
this 30th day of June,
2025.

Commissioner

Town of Gananoque

Penny Kelly, Clerk-CEMC

Signature of a Commissioner, etc



Signature of Applicant

Office Use Only:		Roll No: 0814000015011300
Official Plan Designation: General Commercial	Development Permit Designation: Commercial Traditional Core	Other:
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications:	<input type="checkbox"/> Cash-in-Lieu of Parking <input type="checkbox"/> Condo Approval <input type="checkbox"/> Consent/ Severance	<input type="checkbox"/> Official Plan Amendment <input type="checkbox"/> Subdivision Approval
Date Application Received: June 30, 2025	Date Application Deemed Complete: July 3, 2025	Fees Received: \$1900 July 3, 2025

For additional details please contact: Brenda Guy, Manager of Planning and Development
 Town of Gananoque, 30 King Street East, Gananoque, ON K7G 1E9
 (613) 382-2149 ext.1126 E-mail: bguy@gananoque.ca



Deputation Request to Appear Before Council
(This form is mandatory before any request is considered)

(*) Signifies required information.

***Name of person and/or associate or organization wishing to appear:**

RICHARD B FERGUSON

***Topic of discussion (please be specific, provide details, and attach any additional information).**

SEE ATTC.

NOTE: All documents provided are open for public review to ensure transparency and openness of Council meetings. All information/documents are posted on the Town's website in advance of the meeting. If requesting a closed (in-camera) audience with Council the subject matter must meet the requirements under the *Municipal Act*, Section 239.

Additional Information attached: Yes ☒ No ☐

***Purpose of Request:** (Please mark at least one)

<input type="checkbox"/>	Information or Educational Purposes only
<input type="checkbox"/>	Requesting a Letter of Support
<input type="checkbox"/>	Requesting Funding – Amount of Request \$
<input checked="" type="checkbox"/>	Other (provide details)

***Economic Impact** (Please mark and supply details)

	Target Market:	NIL	
	Partners:	NIL	
	Budget Outline Attached:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

***Activities to date relevant to this matter:**

--

***Contact Person** (if different from above):

--

***Mailing Address:**

543 GARDINER ST


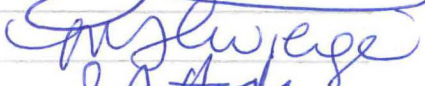
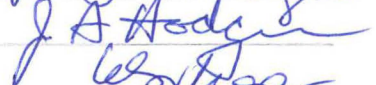




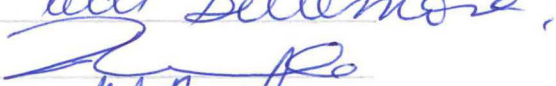

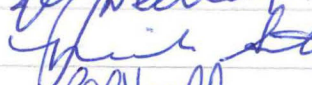
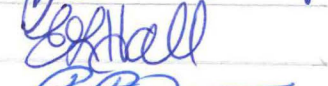


*Telephone Number:	613-530-6844
*Email Address:	F-FERGUSON QSYMPATICO.CA

***Council Date Requested:**

ASAP

August 12/2025.

Council meetings are held on the 1st and 3rd Tuesday of each month and begin at 5:00 PM.

House #	Name	Signature
542	Joelle Gingras	
540	Marilynn Thivierge	
537	JOHN HODGES	
535	KRYSTYNA SIKORA	
527	GARDA Estelle Nickolls	
543	CARDEN S	
548	TOM GOODALE	
532	Patti Bellemore	
540 #101	Les Carmichael	
540 #201	Monalisa Pedlar	
540 #205	NICOLE SCOTT	
540 #302	EMMA HALL	
543	RICK FERGUSON	

HOUSES

APT.

NEW
POSTED
SPEED
SIGN.

SPEED
BUMP

SPEED
BUMP.

NEW
STOP
SIGN

MAIL
BOX

HOUSES

NOT
TO
SCALE



Deputation Request to Appear Before Council
(This form is mandatory before any request is considered)

(*) Signifies required information.

***Name of person and/or associate or organization wishing to appear:**

Christine Grossutti, Frontenac Arch Biosphere Network

***Topic of discussion (please be specific, provide details, and attach any additional information).**

As a follow up to our delegation to council on June 4, 2024, we will provide an update on our assessment of conservation measures at Judith McLean Memorial Forest and request the Town's formal permission to put forward the property for inclusion in the Canadian Protected and Conserved Areas Database. A letter of permission for signature is included.

NOTE: All documents provided are open for public review to ensure transparency and openness of Council meetings. All information/documents are posted on the Town's website in advance of the meeting. If requesting a closed (in-camera) audience with Council the subject matter must meet the requirements under the *Municipal Act*, Section 239.

Additional Information attached: Yes

***Purpose of Request: (Please mark at least one)**

	Information or Educational Purposes only	
x	Requesting a Letter of Support	
	Requesting Funding – Amount of Request	\$

	Other (provide details)
--	-------------------------

***Economic Impact** (Please mark and supply details)

	Target Market:
	Partners:
	Budget Outline Attached: Yes No

***Activities to date relevant to this matter:**

Delegation to council on June 4, 2024, meeting with staff in January 2025, and attendance at Trees and Trails Advisory Panel in May and June of 2025.

***Contact Person** (if different from above):

--

***Mailing Address:**

19 Reynolds Rd, Lansdowne ON, K0E 1L0

*Telephone Number:	613-540-1129
*Email Address:	christine@fabn.ca

***Council Date Requested:**

August 12, 2025

Council meetings are held on the 1st and 3rd Tuesday of each month and begin at 5:00 PM. Your delegation **is not confirmed until you are contacted by the Clerk** who will confirm the date and placement on the Council Agenda.

Council meetings are held on the 1st and 3rd Tuesday of each month and begin at 5:00 PM.

August 5, 2025

Town of Gananoque
30 King Street East
Gananoque, Ontario
K7G 1E9

Re: Permission to report the Town of Gananoque's Judith Scott McLean Memorial Forest to the Canadian Protected and Conserved Areas Database and to share the Canada Target 1 Decision Support Tool screening result

Dear Town of Gananoque,

We would like to acknowledge your efforts to assess your property as a potential protected area or other effective area-based conservation measure (OECM). We also congratulate you on managing the property in such a way that it may meet international standards and be eligible to be reported toward Canada's international biodiversity targets on protected and conserved areas, if you so desire.

This letter is to seek your approval to report the following property owned by the Town of Gananoque to the Canadian Protected and Conserved Areas Database (CPCAD) if it meets the criteria for protected areas or OECMs:

- Judith Scott McLean Memorial Forest (PIN 44244-0195)

If you provide permission, the Ministry of the Environment, Conservation and Parks (MECP) will submit certain information on this area to Environment and Climate Change Canada (ECCC) for inclusion in CPCAD. We would submit this information in accordance with the Ontario Parcel Agreement with the Ontario Surveyor General, MPAC, and Teranet. The information adheres to data standards set by ECCC and includes spatial polygons along with specific attributes such as year of establishment, type of governance, and IUCN protected area category.

Once submitted to CPCAD, the area will be counted towards national and international area-based targets for protected and conserved areas. It may also provide you with additional recognition for your conservation efforts. Participating in this reporting does not entail any regulatory or policy restrictions for the property; however, if the use or management of the property changes in the future, it would need to be re-assessed to see whether it still qualifies for international reporting.

Please initial beside the actions below for which the Town of Gananoque grants permission, and sign and date to indicate your permission.

____ (Initial) Permission for MECP to submit the eligible protected area/OECM listed above to the Canadian Protected and Conserved Areas Database (CPCAD).

____ (Initial) Permission for MECP to share the finalized Decision Support Tool assessment document for screening the property with relevant members within the protected and conserved area community (e.g., experts with the Canadian Council on Ecological Areas, program staff within provincial and federal governments).

____ (Initial) Permission for MECP to share finalized assessment documents for any of the above-named properties that do not meet the Decision Support Tool screening criteria for the purposes of sharing expertise with relevant members within the protected and conserved area community (e.g., experts with the Canadian Council on Ecological Areas, program staff within provincial and federal governments).

____ (Initial) Permission for MECP to include your eligible area in technical publications (e.g., summary reports, case studies) for public dissemination. This permission would be reconfirmed prior to publication.

____ (Initial) Permission for MECP to include landowner/manager name (Town of Gananoque) in external communications (e.g., external facing website) for public recognition and dissemination. This permission would be reconfirmed prior to publication, and you would be notified once recognition is made public.

(Signature)

X

X

Name:

Date

Title:

For the Town of Gananoque

Regardless of your decision on granting these permissions, we thank you for your important contributions to biodiversity conservation.

Sincerely,

X

Laura Bjorgan

Manager, Protected Areas Section, MECP

705-772-6039

c. Anurani Persaud, Protected Areas Section, MECP

Pilar Manorome, Protected Areas Section, MECP

Arunemathi Shanmugam, Protected Areas Section, MECP

Jaclyn Brown, Protected Areas Section, MECP

Holly Easton, Protected Areas Section, MECP



Decision Support Tool – Screening Template

This Screening Template allows users to undertake a structured evaluation of a site to see if it meets the criteria for a Protected Area (PA) or Other Effective area-based Conservation Measure (OECM). A site must meet all criteria to be countable as either a PA or OECM.

For each criterion in this template, select the statement (drop down item) that best describes the site's characteristics. Provide a brief explanation of whether the intended effect of the criterion is met, and how. In some cases the criterion can be met through multiple mechanisms – these should be considered together. Include enough information to provide a rationale for how criteria are met or not. This information enables federal, provincial, or territorial jurisdictions to evaluate the screening and informs their decision on whether to report a site in their jurisdiction.

Use this Screening Template in conjunction with the [Decision Support Tool guidance document](#). The guidance document explains the criteria that are used to evaluate sites against the agreed Pan-Canadian definitions of PAs and OECMs. It also provides supporting guidance for the interpretation of each criterion. Additional supporting materials are available here: <https://www.conservation2020canada.ca/accounting>.



Decision Support Tool – Screening Criteria

BASIC INFORMATION	
Name of Site	Judith Scott McLean Memorial Forest
Designation	Managed Forest
Province/Territory	Ontario
Year of Establishment / Securement	2023
Area (ha)	14.16
Governing Authorities	Town of Gananoque
Explanation of Governing Authorities (optional)	<i>Only provide description if very complex or not well understood. This is not necessary for most sites.</i>
Governance Type (WDPA type)	Sub-national Government <i>If governance is shared, what types of organization are involved?</i>
Legal Basis / mechanisms	<ul style="list-style-type: none">• Fee-simple Ownership• THE CORPORATION OF THE TOWN OF GANANOQUE BY-LAW NO. 2023-093 with 999-year Restrictive Covenant• Provincial Policy Statement (PPS) under Section 3 of the <i>Planning Act</i>• Mining Act
Explanation of legal basis / mechanisms (optional)	<i>Only provide description if legal basis or mechanism(s) is very complex or not well understood. This is not necessary for most sites</i>



**CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS**

SCREENING

August 1, 2025

**Summary of Essential /
Relevant natural, social
and cultural values**

Maximum 3-4 sentences intended to provide overall site context and connection to in-situ conservation of biodiversity

The Judith Scott McLean Memorial Forest hosts some of the largest blocks of forest within the Town of Gananoque along with wetlands and undeveloped St. Lawrence River shoreline, offering numerous ecological, environmental, and economic benefits to the town. The property supports a mature managed white pine forest with pockets of native trees such as Sugar Maple, Black Cherry, Red Oak, Shagbark Hickory, Silver Maple and Black Walnut. The area is part of Gananoque's trail system and offers recreational opportunities like wildlife observation and hiking. In the south, the property is bounded by undeveloped natural shoreline where many turtles can be observed and which provides fish spawning habitat. For a more complete list of species observed on the property, see Appendix 1.

This template is intended to be used in conjunction with the decision support tool and detailed interpretation guide. see https://canadaconservation.ca/wp-content/uploads/DST_03-2021-EN.pdf



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

TABLE 1: STANDARDS COMMON TO PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	MEETS INTENDED EFFECT?
GEOGRAPHICAL SPACE	Demarcates the area to facilitate the in-situ conservation of biodiversity.	A. The geographical space has clearly defined and agreed-upon borders.	<p>The borders are clearly defined and property markers are in place. The River Trail which is part of the Town of Gananoque trails system is located on this property and the map is accessible at: https://www.gananoque.ca/community-services/parks-and-recreation/hiking-and-waterfront-trails.</p> <p>A commemorative plaque is maintained where the recreational trail enters the property with the following wording: <i>Judith Scott McLean Memorial Forest: Ivan and Marguerite Scott purchased this land as a working farm from the Dempster family in 1950. Their daughter Judy inherited the farm in 1981. Judy's goal was to preserve a habitat for native plants and animals. In her memory, Judy's children, grandchildren and great grandchildren are proud to donate this property in perpetuity to the Town of Gananoque. Our hope is that the residents of Gananoque and its visitors will respect and enjoy the natural beauty of this property as much as Judy did. Please, respectfully enjoy the trails, animals, plants and lovely view of the mighty St. Lawrence River from "Turtle Rock".- The McLean Family</i></p> <p>Town of Gananoque Official Plan:</p> <ul style="list-style-type: none">• Part of Lot 17, Concession 1, PIN 44244-0195• Residential (currently under review)	Yes



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

EFFECTIVE MEANS – 1	Activities incompatible with the in-situ conservation of biodiversity do not occur and compatible activities are effectively managed.	A. The mechanism(s) provide(s) the ability to prevent incompatible activities and manage all other activities within the area, such that the in-situ conservation of biodiversity can be achieved	<p>The fee-simple ownership and restrictive covenants placed on the property prevent incompatible activities from occurring on the property with additional protection offered from the policies of Gananoque's Official Plan. Oversight by the Trees and Trails Advisory Panel of Council facilitates the management of passive recreation on the walking trail such that the in-situ conservation of biodiversity can be achieved.</p> <p><u>THE TOWN OF GANANOQUE BY-LAW NO. 2023-093 (Restrictive Covenants)</u></p> <p>This by-law authorized the acquisition of the McLean Forest and includes the Restrictive Covenants attached to the Purchase and Sale Agreement in which the Town agrees to observe and comply with these covenants, which are annexed to the Lands for 999 years and are binding on all future owners of the Lands.</p> <p>The key restrictions are:</p> <ul style="list-style-type: none">• No structures of any nature can be built on the Lands, and the Lands cannot be developed or subdivided for private ownership.• No development or construction can be undertaken that would prevent the Lands from qualifying for the Ministry of Natural Resources and Forestry's Managed Forest Tax Incentive Program (MFTIP). The MFTIP defines "good forest management as "the proper implementation of harvest, renewal and maintenance activities known to be appropriate for the forest and environmental conditions under which they are being applied and that minimize detriments to forest values including significant ecosystems, important fish and wildlife habitat, soil and water quality and quantity, forest productivity and health and the aesthetics and recreational opportunities of the landscape".	Yes
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			<ul style="list-style-type: none">• These restrictions do not prevent the extension or expansion of municipal infrastructure.• <p><u>The McLean Forest Management Strategy of the Trees and Trails Advisory Panel (TTAP)</u></p> <p>In conjunction with Town staff, the McLean Forest is monitored by the TTAP, which advises council on the maintenance and enhancement of the town's tree canopy and trail system. Developed and approved by the TTAP, the goals and objectives of the McLean Forest Strategy are:</p> <ol style="list-style-type: none">1. to maintain a mature mixed native forest and native ecosystem.<ul style="list-style-type: none">○ Protection of some coniferous blocks○ Re-establishment of native forest and ecosystem○ Preservation of native wetland○ Removal of invasive species2. to establish a looped trail system that supports education and the enjoyment of nature.3. to encourage enduring community involvement from initiation. <p><u>Prohibited Activities</u></p> <p>Trail users are alerted to prohibited activities by signage posted at the trail entrance. These include:</p> <ul style="list-style-type: none">• the use of motorized vehicles• leaving the marked trail• cutting or removing vegetation• fires	
--	--	--	---	--



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

			<ul style="list-style-type: none">• litter <p><u>THE TOWN OF GANANOQUE OFFICIAL PLAN (2009)</u></p> <ul style="list-style-type: none">• Schedule "I" LAND USE: Residential (currently under review, see below)• Official Plan Schedule "F" NATURAL AND CULTURAL HERITAGE FEATURE:<ul style="list-style-type: none">○ Fish Spawning: Development and site alterations shall not be permitted in fish habitat except in accordance with provincial and federal requirements. Where development is proposed within 30 metres of an area of fish habitat or adjacent to an area of fish habitat it must be demonstrated that there will be no negative impacts on the natural feature or on the ecological functions for which the feature is identified.○ Significant Woodlands: Development may be permitted in accordance with the underlying land use designation where it has been demonstrated that the overall woodland function will not be negatively impacted or the ecological function of the woodland negatively impacted by the proposed development. <p><u>OFFICIAL PLAN REVIEW (2021-2025)</u></p> <p>According to conversations with the Town's Manager of Planning and Development, the McLean Forest will be designated "Open Space" in the new draft Official Plan which is expected to be approved before the end of 2025. The new designation would then be reflected in the update to Gananoque's Development Permit By-law (zoning).</p> <p>Within Section 3.5.2.2 the draft plan, permitted uses on land designated open space include:</p>	
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CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

TABLE 1: STANDARDS COMMON TO PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	MEETS INTENDED EFFECT?
			<ul style="list-style-type: none">• parks, recreation facilities and pathways, and communication facilities.• active or passive recreational uses such as parks, boat launches, walking trails, picnic areas, etc. when resources are available. <p>Furthermore the policies of the draft plan to enhance and protect access and enjoyment of the natural features of the Town, such as shorelines of the St. Lawrence River and trails include:</p> <ul style="list-style-type: none">• ensuring that adjacent development, including new streets, parks and open spaces, building location, height, massing and organization, will preserve and enhance access and views between these natural features and the public realm• providing for public access along, into and through these natural open spaces• minimizing shadows on natural features to preserve their utility and ecological health <p>Mining Act Under section 35.1 of the Mining Act [9], the subsurface rights for all “Southern Ontario” have been withdrawn from prospecting, staking, sale and lease since 2009. This prevents mining from occurring on all these properties, which lie within the geographic area described by the Mining Act as “Southern Ontario”. According to its management plan, although SGNR is Community Conservation Land, it does not qualify for the Conservation Land Tax Incentive Program.</p>	



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

EFFECTIVE MEANS – 2		A. The mechanism(s) compel(s) the authority(ies) to prohibit activities that are incompatible with the in-situ conservation of biodiversity.	<p>The Restrictive Covenant on the McLean Forest compels and legally binds the Town of Gananoque to abide by the restrictions to ensure effective protection of biodiversity. The restrictions compel the landowner to meet the requirements of Ontario's Managed Forest Tax Incentive Plan (MFTIP) which draws on land stewardship principles that are compatible with the in-situ conservation of biodiversity. Appropriate management activities for the MFTIP include:</p> <ul style="list-style-type: none">• tree planting of native tree species, tending, thinning, pruning and harvesting;• recreational activities such as hiking, skiing or hunting;• wildlife management involving habitat work or participating in monitoring programs;• protecting environmentally sensitive areas by limiting disturbance; and• learning about the forest. <p>The TTAP is a committed group of citizen volunteers, town staff, and democratically elected councillors with a mandate to advise on the monitoring and management of the property. The broader community has demonstrated its willingness to support the work of Gananoque's TTAP and its expectation that the McLean Forest will be managed in a manner that will protect the biodiversity and recreational opportunities it supports. Through the involvement of the community in all aspects of the property management, the Town is upheld to its commitment to acknowledge, maintain, preserve and respect the current managed forest status of the property and covenants to prohibit any development of the property.</p>	Yes
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CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

TABLE 1: STANDARDS COMMON TO PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	MEETS INTENDED EFFECT?
			<p>The Town of Gananoque's Draft Official Plan Update (2024) includes a range of mechanisms in compliance with the Provincial Policy Statement aimed at conserving biodiversity along the shorelines of the St. Lawrence River. Through land use designations, shoreline buffer requirements, and environmental impact assessments, the plan provides tools to prevent, control, and manage development and other activities that may negatively affect shoreline ecosystems.</p> <p>Such mechanisms include development permitting (zoning) regulations that restrict high-impact development near the shoreline, the establishment of minimum setback distances from the water's edge, and site plan control to ensure proposed developments align with environmental protection objectives. The plan also calls for the use of naturalized buffers to reduce runoff and protect aquatic habitats, and requires environmental impact studies for developments in or near significant natural heritage features. Additionally, tree preservation policies, stormwater management requirements, and public education initiatives help control cumulative impacts and promote stewardship of the St. Lawrence River's biodiversity within the Town of Gananoque. The plan emphasizes the protection of natural heritage features and ecological functions, such as fish habitat, wetlands, and riparian vegetation, by directing development away from sensitive areas and requiring restoration where impacts have occurred.</p>	



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

TABLE 1: STANDARDS COMMON TO PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	MEETS INTENDED EFFECT?
LONG TERM	The area is permanently protected or conserved and not easily reversed.	A. The mechanism(s) is/are intended to be in effect for the long term and not easily reversed.	The Restrictive Covenants attached to the Purchase and Sale Agreement are annexed to the McLean Forest for 999 years and are binding on all future owners of the Lands.	Yes
TIMING	Biodiversity is protected or conserved year-round.	A. The mechanism(s) is/are in effect year-round	The Town of Gananoque owns and manages its properties year-round.	Yes



TABLE 2: STANDARDS THAT FURTHER DEFINE AND DISTINGUISH BETWEEN PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE: Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	OUTCOME
SCOPE OF OBJECTIVES	Objectives have sufficient scope to result in the in-situ conservation of biodiversity.	A. The objectives are for the in-situ conservation of biodiversity as a whole, or for indigenous values accomplished through the in-situ conservation of biodiversity.	<p>The TTAP of town council has a mandate to:</p> <ul style="list-style-type: none">• Develop and maintain Sustainability Plans for the Tree Canopy and Trail network• Provide the Town's Public Works Department with maintenance and monitoring recommendations. <p>In November 2024, the TTAP passed Motion-TTAP-2024-19 to adopt a Sub-Committee to manage the McLean Forest and create a forest management strategy. The overarching vision of the strategy is to establish and maintain a mixed deciduous and coniferous native forest, with a mature trail system for the enjoyment and education of residents and visitors. The objectives are listed below.</p> <p>Goal 1: A mature mixed native forest and native ecosystem. Objectives:</p> <ol style="list-style-type: none">1. Protection of some coniferous blocks2. Re-establishment of native forest and ecosystem.3. Preservation of native wetland4. Removal of invasive and non-native species. <p>Goal 2: A looped trail system that supports education and the enjoyment of nature. Objectives:</p> <ol style="list-style-type: none">1. Improve existing trail system and boundary marking.2. Establish a new looped trail system.3. Establish a river view point.4. Design and implement an educational element.	Yes - PA



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

TABLE 2: STANDARDS THAT FURTHER DEFINE AND DISTINGUISH BETWEEN PROTECTED AREAS AND OECMS

CRITERIA:	INTENDED EFFECT OF THE CRITERION	SCREENING CHOICE	EVIDENCE-BASED RATIONALE: Rationale/evaluation of how area meets or does not meet the intended effect of the criterion	OUTCOME
			5. Ensure sufficient parking. Goal 3: Enduring community involvement from initiation. Objectives: <ol style="list-style-type: none"> Community involvement in the development of the area. Community involvement in the ongoing maintenance and evolution of the area. 	
PRIMACY OF OBJECTIVES	Objectives are such that they result in the in-situ conservation of biodiversity.	A. Conservation objectives are stated as primary and overriding of other objectives.	The overarching vision of the McLean Forest Strategy is “To establish and maintain a mixed deciduous and coniferous native forest, with a mature trail system for the enjoyment and education of residents and visitors”. The strategy’s first goal and primary objectives are to establish and maintain a mature mixed native forest and native ecosystem.	Yes - PA
GOVERNING AUTHORITIES	The in-situ conservation of biodiversity is not jeopardized by relevant governing authorities.	A. All relevant governing authorities acknowledge and abide by the conservation objectives of the area.	The Town of Gananoque, which is upheld to its objectives by decisions of its democratically elected council, restrictive covenants on the property, and relevant policies and bylaws, and provincial laws described above, is the governing authority of this property. In a public statement, the Town has promised to acknowledge, maintain, preserve and respect the current managed forest status of the property and covenants to prohibit any development of the property whatsoever, save and except for any extension or expansion of any municipal infrastructure” (Town of Gananoque, 2023).	Yes - PA



CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

BIODIVERSITY CONSERVATION OUTCOMES	Biodiversity is conserved in-situ.	B. The area is being managed with the intent of, and is likely achieving, the conservation objectives.	This property is located on Ecoregion 6E of (Lake Simcoe-Rideau) Ontario ecotypes. Flora in this ecoregion is “relatively diverse. Hardwood forests dominated by sugar maple, American beech, white ash, eastern hemlock, and numerous other species are found where substrates are well developed on upland sites. Lowlands, including rich floodplain forests, contain green ash, silver maple, red maple, eastern white cedar, yellow birch, balsam fir, and black ash. Peatlands (some quite large) occur along the northern edge and in the eastern portion of the ecoregion, and these contain fens, and rarely bogs, with black spruce and tamarack. Some of the best examples of North American alvar vegetation are located in the ecoregion. Characteristic mammals include white-tailed deer, Northern raccoon, striped skunk, and woodchuck. Wetland habitats are used by many species of water birds and shorebirds, including wood duck, great blue heron, and Wilson’s snipe. Open upland habitats are used by species such as field sparrow, grasshopper sparrow, and eastern meadowlark. Upland forests support populations of species such as hairy woodpecker, wood thrush, scarlet tanager, and rose-breasted grosbeak. Reptiles and amphibians found in this ecosystem include American bullfrog, northern leopard frog, spring peeper, red-spotted newt, snapping turtle, eastern gartersnake, and common watersnake. Characteristic fish species in the ecoregion include the white sucker, smallmouth bass, walleye, northern pike, yellow perch, rainbow darter, emerald shiner, and pearl dace (Crins W. J., Gray P. A., Uhlig P., Wester M. C., 2009).”	Yes - PA
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CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025

			<p>To implement the Forest strategy and achieve its vision of a healthy ecosystem, members of the TTAP's McLean Forest subcommittee created an in-year plan for 2025 to target priority objectives from the forest management strategy, focusing on actions that are achievable in-year. These actions included:</p> <ol style="list-style-type: none">1. Engage a professional biologist to conduct a wildlife survey of the McLean Forest and recommend a monitoring and management plan based on the survey. This is in development and is expected to be complete by the end of August 2025.2. On July 18, the Rotary Club of Gananoque worked with members of the TTAP and FABN to conduct an invasive plant clean-up through manual methods before they spread further. Plants removed include: periwinkle, sedum, garlic mustard and dog strangling vine.3. Install boot cleaning stations at the North and West entrances to the McLean Forest in order to minimise the spread of invasive plant seeds using a proven design used on the Bruce & Rideau Trail.4. To establish a group of "Trail Stewards" operating under guidance from the TTAP to regularly hike the trail and act as an early warning system for issues that require rectification such as invasive plants, evidence of prohibited activities, or other management -related issues. The TTAP meets monthly to report and coordinate a response to issues.	
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CANADA TARGET 1 – PAN-CANADIAN DECISION SUPPORT TOOL
TEMPLATE FOR PROTECTED AREAS AND OECMS

SCREENING

August 1, 2025


SUMMARY OF ASSESSMENT	
OUTCOME / EVALUATION	<p>Screening Outcome: Protected Area (meets all criteria)</p> <p>Is this an Interim Target 1 area: no.</p> <p>Is this a candidate Target 1 area: yes</p> <p>Currently reported to CPCAD/CARTS? No</p> <p>Total Area (ha) to be reported to CPCAD/CARTS: 14.16</p>
Identify deficiencies that could be overcome in order to report as PA or OECM	<p><i>What, if any, actions could be undertaken to meet the Pan-Canadian criteria and standards for reporting?</i></p>
Lead evaluator / assessor	<p><i>Names and organizations of lead evaluator and contributors, date of contribution, relationship to site</i></p> <p>Leila Vaziri Zanjani, Conservation Specialist, Frontenac Arch Biosphere Network Christine Grossutti, Conservation Project Manager, Frontenac Arch Biosphere Network</p>
Communications / Engagement	<p><i>Names of governing authorities and others consulted, including names and positions of contact people and dates</i></p> <p>Brenda Guy, Manager of Planning and Development, Town of Gananoque, 2024-2025 Delegation to Town of Gananoque Council, June 4, 2024 Jeff Johnson, Manager of Parks and Recreation, Town of Gananoque, January 2025 Robert Kennedy, Superintendent of Parks and Facilities, Town of Gananoque, January 2025 Trees and Trails Advisory Panel of Gananoque Town Council, Chair: Councillor David Osmond, May-July 2025 Lynsey Zufelt, Deputy Clerk, Town of Gananoque, May-August 2025 Delegation to Council of the Town of Gananoque, August 12, 2025</p>
Approvals	<p><i>Names of governing authorities (including government, private or Indigenous landowners, right holders and the responsible jurisdiction) that have approved the content and results of this screening as being accurate and complete to the best of their knowledge and agree to reporting of data. Agreement for data sharing with the land owner/manager.</i></p>



Appendix 1. Judith Scott McLean Memorial Forest



Legend

 Judith Scott McLean
Memorial Forest

0 0.26 0.52 1.03 Kilometers



Appendix 2. Species Inventory and Biodiversity Values

According to Ontario Natural Heritage Information Centre, the following species have been recorded within 1 km of the property:

Scientific Name	Common Name	Ontario Species at Risk (SAR) Status
<i>Myotis lucifugus</i>	Little Brown Bat	Endangered
<i>Hirundo rustica</i>	Barn Swallow	Threatened
<i>Chaetura pelagica</i>	Chimney Swift	Threatened
<i>Cardellina canadensis</i>	Canada Warbler	Special Concern
<i>Hydroprogne caspia</i>	Caspian Tern	Not Listed
<i>Contopus virens</i>	Eastern Wood-Pewee	Special Concern
<i>Hylocichla mustelina</i>	Wood Thrush	Special Concern
<i>Setophaga cerulea</i>	Cerulean Warbler	Special Concern
<i>Haliaeetus leucocephalus</i>	Bald Eagle	Not Listed
<i>Vermivora chrysoptera</i>	Golden-winged Warbler	Special Concern
<i>Chordeiles minor</i>	Common Nighthawk	Special Concern
<i>Acipenser fulvescens</i>	Lake Sturgeon	Endangered
<i>Bartramia longicauda</i>	Upland Sandpiper	Not Listed

September 2024 Vegetation Survey:

Trees: Sugar maple, Black Cherry, Red Oak, Shagbark Hickory, Basswood Willow, Silver Maple, Black Walnut Sugar Maple, Black Cherry, Elm Newly planted Red & White Oak

Invasive Plants: Purple Loosestrife, Dog strangling vine, Periwinkle, Asian Honeysuckle, Buckthorn



References

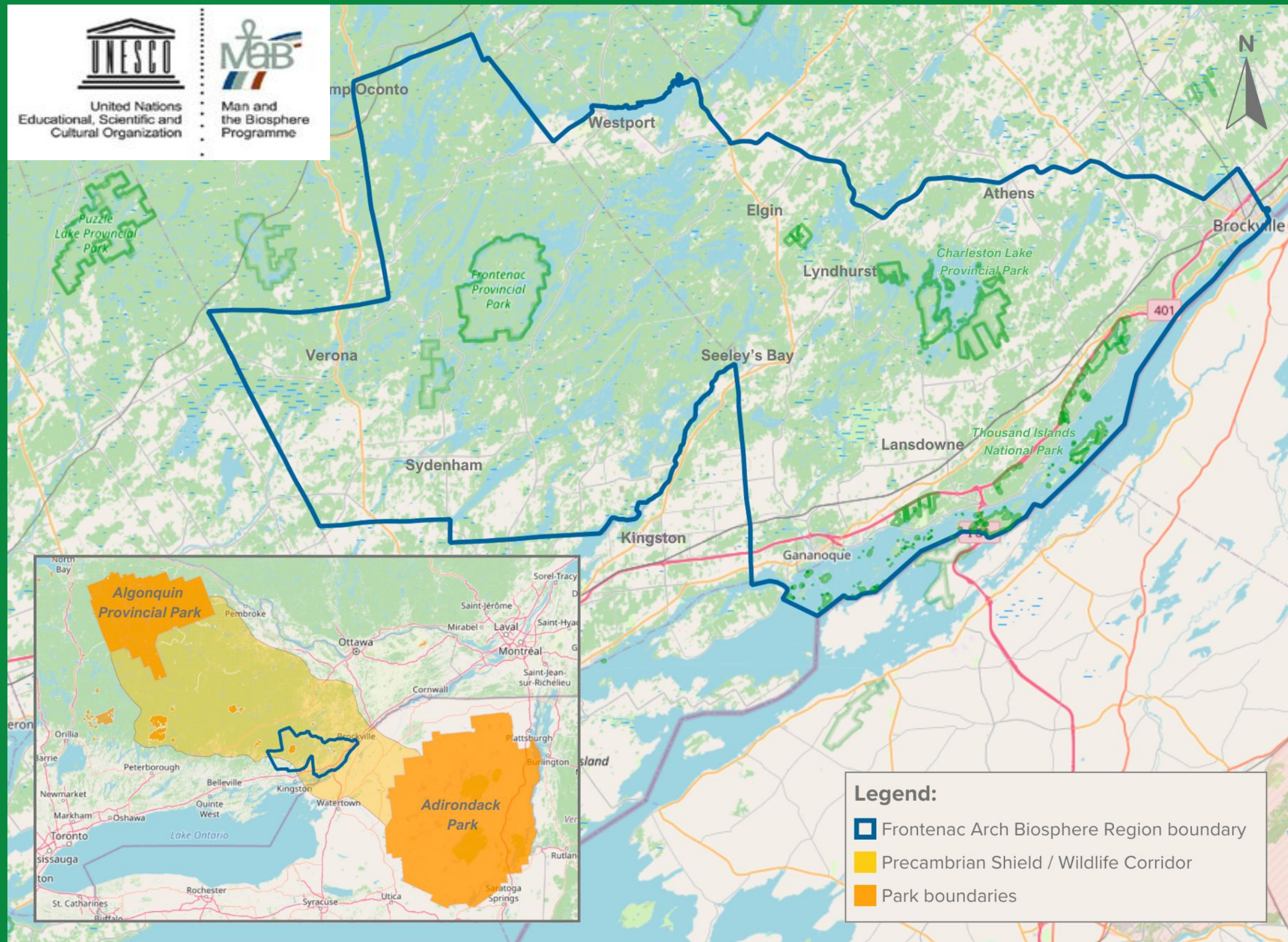
- Ontario Ministry of Natural Resources and Forestry. (2023). Natural Heritage Data [geodatabase]. Kings Printer for Ontario.
- Ontario Ministry of the Environment, Conservation and Parks. (2023). Species at risk.
- The Corporation of the Town of Gananoque. (2023, September 25). *Town of Gananoque Gifted 35-Acre McLean Forest*. [Press release] <https://www.gananoque.ca/town-hall/town-news/town-of-gananoque-gifted-35-acre-mclean-forest>
- Town of Gananoque. (2009). *Official Plan*. Stantec Consulting Ltd. <https://s3.ca-central-1.amazonaws.com/gananoque.ca/s3fs-public/Official-Plan.pdf>
- Town of Gananoque. (2024). *Draft official plan update* (Draft: December 6, 2024). J.L. Richards & Associates Inc. <https://s3.ca-central-1.amazonaws.com/gananoque.ca/s3fs-public/DRAFT%20Official%20Plan%20for%20Public%20Comment.pdf>



Conservation Assessment Results for McLean Memorial Forest

Christine Grossutti, Conservation Project Manager
Frontenac Arch Biosphere Network

FRONTENAC ARCH BIOSPHERE REGION



- community nominated, UNESCO designated (2002)
- Overlaps with Algonquin and Mohawk Territory
- ~221,000 hectares
- 9 municipalities
- Encourages research and sustainability
- Global ecological significance: “a slender thread of the Precambrian Shield that holds together the last intact north-south forest corridor in eastern North America”.

The Corporation of the Town of



REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, June 4, 2024, at 5:00 PM

Held via WebEx Video, Teleconference and In-Person



1. Frontenac Arch Biosphere Network (FABN) – Shannon Lem, Executive Director and Christine Grossutti, Conservation Project Manager – FABN Update and Letter of Support Request

Motion #24-074 – Frontenac Arch Biosphere Network (FABN) – 30 x 30 Target Project – Direction to Staff

Moved by: Councillor Osmond

Seconded by: Deputy Mayor Leakey

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WORK WITH FRONTENAC ARCH BIOSPHERE NETWORK (FABN) REGARDING THE CURRENT CONSERVATION PROJECT (30X30 TARGET) TO ASSESS WHETHER SOME MUNICIPALLY OWNED PROPERTIES COULD QUALIFY FOR FEDERALLY PROTECTED OR CONSERVED STATUS, AND FURTHER, DIRECTS STAFF TO PROVIDE A LETTER OF SUPPORT TO FABN, AS REQUESTED DURING THE PRESENTATION OF TUESDAY, JUNE 4, 2024.

CARRIED – UNANIMOUS



30%

x

30

of land, inland water,
coastal, and marine areas
conserved

by the year 2030



FRONTENAC ARCH BIOSPHERE NETWORK

CURRENT STATUS OF 30x30

- At the end of 2024:
 - 13.8% of Canada conserved
 - 10.9% of Ontario conserved
 - Minimal Protection in Southern Ontario
- Municipal Lands are underreported
- Municipal Leaders are beginning to emerge;
 - Sudbury
 - Kitchener
 - City of Guelph
 - Dufferin County



30 x 30: WHAT COUNTS?

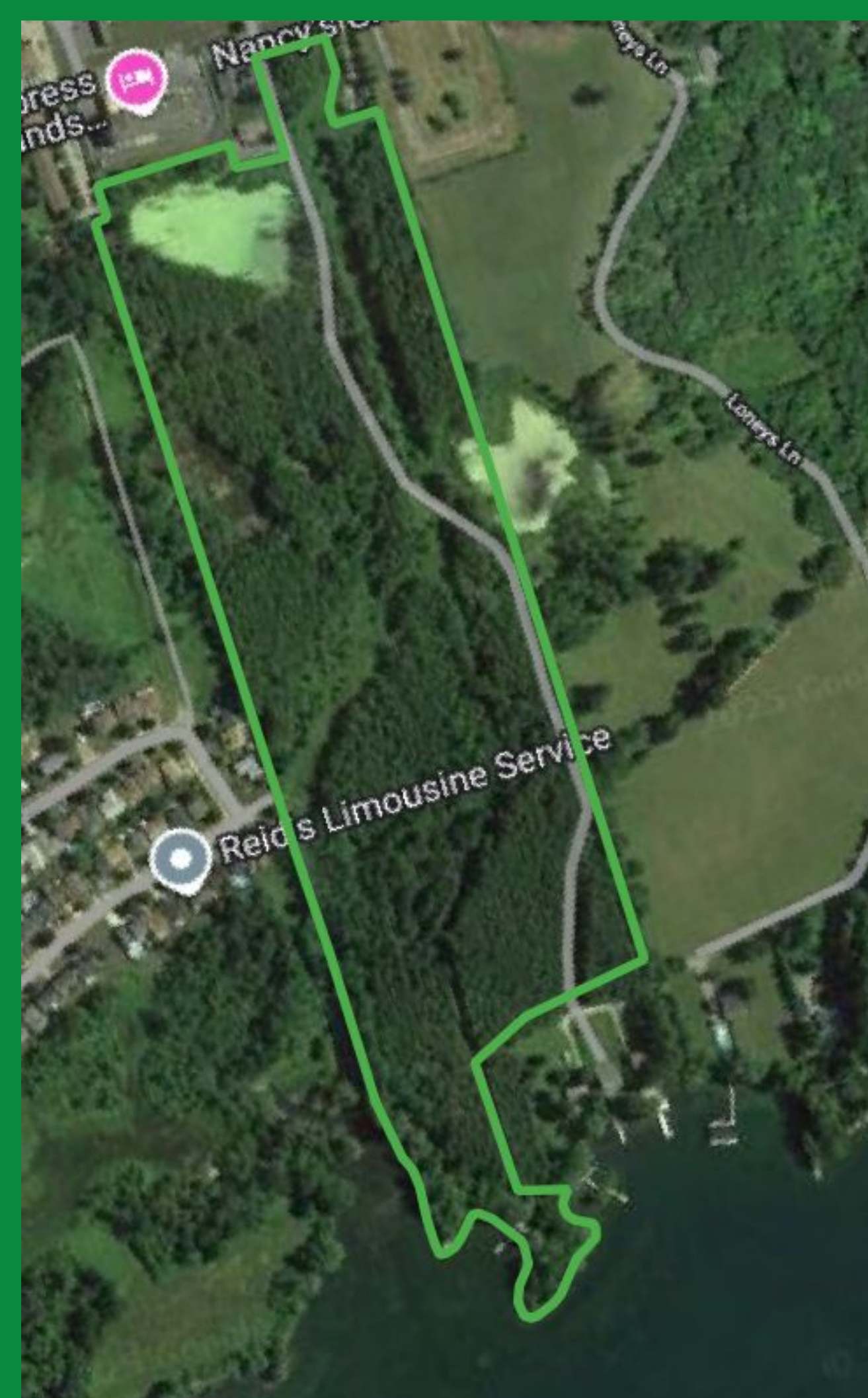
Sites must meet these criteria:

- ☒ Clearly defined boundaries
- ☒ Effective means to control all activities likely to negatively impact biodiversity
- ☒ Long-term, year-round protection that is difficult to reverse
- ☒ Managed so that conservation outcomes are achieved









Summary of natural, social and cultural values

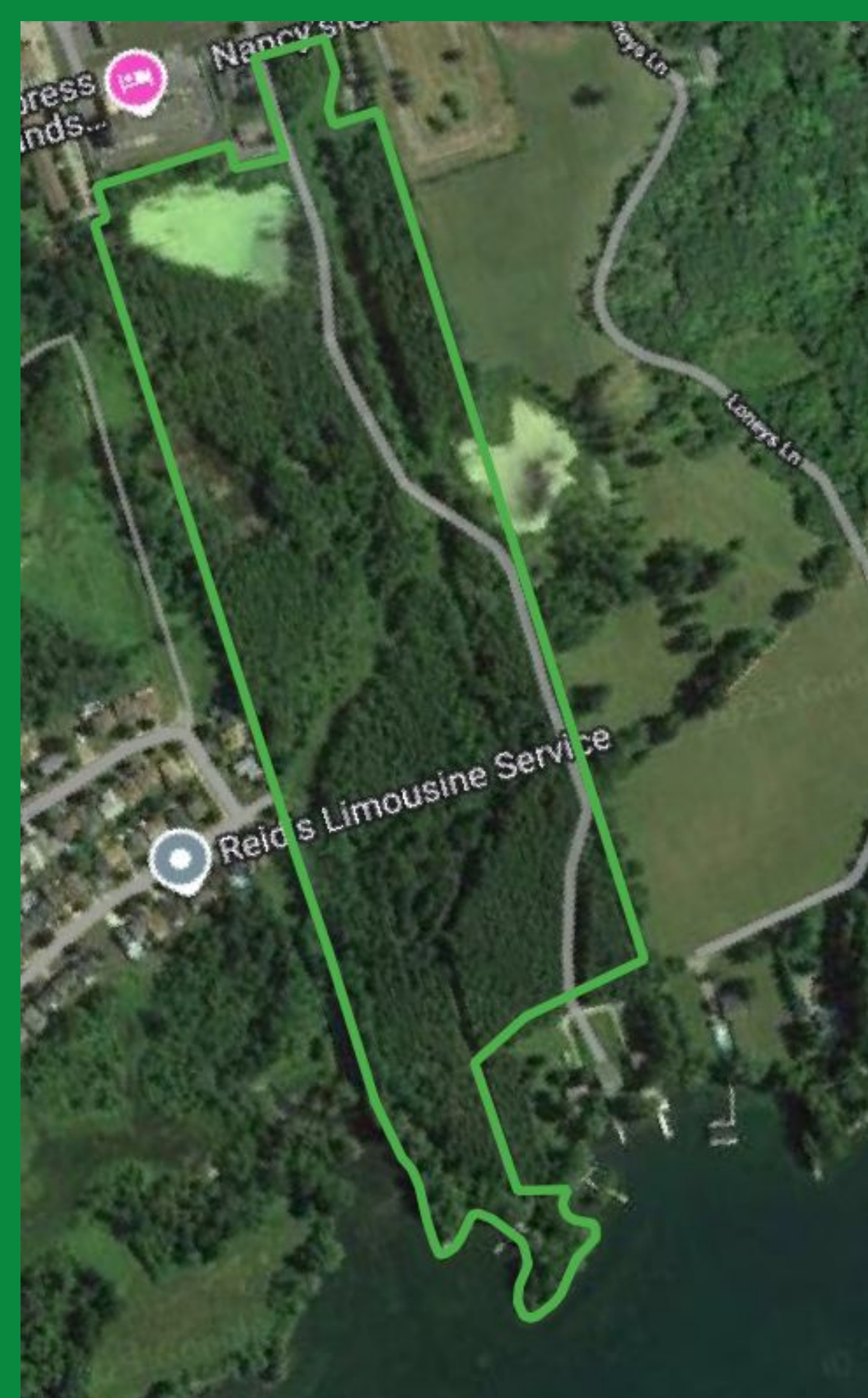
- mature managed white pine forest
- pockets of native trees such as Sugar Maple, Black Cherry, Red Oak, Shagbark Hickory, Silver Maple and Black Walnut
- part of Gananoque's trail system and offers recreational opportunities like wildlife observation and hiking.
- undeveloped natural shoreline of the St. Lawrence
- many turtles can be observed
- fish spawning habitat

McLean Forest Assessment -Summary

- ✓ Clearly defined boundaries
- ✓ Effective means to control all activities likely to negatively impact biodiversity
- ✓ Long-term, year-round protection that is difficult to reverse
- ✓ Managed so that conservation outcomes are achieved

What's left to do:

- Get the Town's permission to report the land to the database
- Submit and get final approval from the province.



Highlights from the Decision Support Tool Screening Form

Decision Support Tool – Screening Criteria

BASIC INFORMATION	
Name of Site	Judith Scott McLean Memorial Forest
Designation	Memorial Forest
Province/Territory	Ontario
Year of Establishment / Securement	2023
Area (ha)	14.16
Governing Authorities	Town of Gananoque
Explanation of Governing Authorities (optional)	<i>Only provide description if very complex or not well understood. This is not necessary for most sites.</i>
Governance Type (WDPA type)	Sub-national Government <i>If governance is shared, what types of organization are involved?</i>
Legal Basis / mechanisms	<ul style="list-style-type: none">• Fee-simple Ownership• THE CORPORATION OF THE TOWN OF GANANOQUE BY-LAW NO. 2023-093 with 999-year Restrictive Covenant• Provincial Policy Statement (PPS) under Section 3 of the <i>Planning Act</i>• Mining Act
Explanation of legal basis / mechanisms (optional)	<i>Only provide description if legal basis or mechanism(s) is very complex or not well understood. This is not necessary for most sites</i>

Summary of Essential / Relevant natural, social and cultural values	<i>Maximum 3-4 sentences intended to provide overall site context and connection to in-situ conservation of biodiversity</i> The Judith Scott McLean Memorial Forest hosts some of the largest blocks of forest within the Town of Gananoque along with wetlands and undeveloped St. Lawrence River shoreline, offering numerous ecological, environmental, and economic benefits to the town. The property supports a mature managed white pine forest with pockets of native trees such as Sugar Maple, Black Cherry, Red Oak, Shagbark Hickory, Silver Maple and Black Walnut. The area is part of Gananoque's trail system and offers recreational opportunities like wildlife observation and hiking. In the south, the property is bounded by undeveloped natural shoreline where many turtles can be observed and which provides fish spawning habitat. For a more complete list of species observed on the property, see Appendix 1.
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This template is intended to be used in conjunction with the decision support tool and detailed interpretation guide.

Detailed interpretation guide for the screening form can be found here:
https://canadaconservation.ca/wp-content/uploads/DST_03-2021-EN.pdf

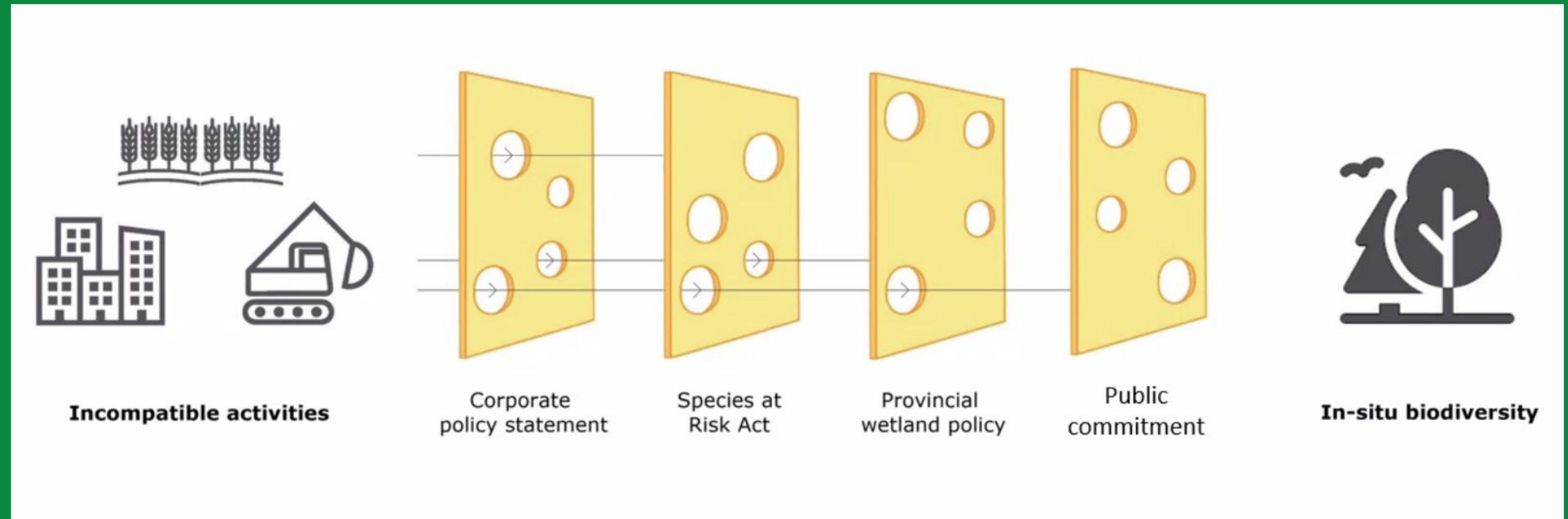
GEOGRAPHICAL SPACE ✓



- clearly defined boundaries
- property markers and signage in place
- trail maps are publicly available

Effective Means to Prevent Harm to Biodiversity Values

DOCUMENTING MULTIPLE LAYERS OF PROTECTION



Effective Means to Prevent Harm to Biodiversity Values



- Restrictive Covenant annexed to the land
 - most development or construction is prohibited
 - must be managed to minimize detriments to forest values including:
 - significant ecosystems
 - important fish and wildlife habitat
 - soil and water quality and quantity
 - forest productivity and health
 - aesthetics and recreational opportunities property markers and signage in place

Effective Means to Prevent Harm to Biodiversity Values



- Activities allowed in a managed forest:
 - tree planting of native tree species, tending, thinning, pruning and harvesting;
 - recreational activities such as hiking, skiing;
 - wildlife management involving habitat work or participating in monitoring programs;
 - protecting environmentally sensitive areas by limiting disturbance; and
 - learning about the forest.

Effective Means to Prevent Harm to Biodiversity Values



- Trees and Trails Advisory Panel's Forest Management Strategy (2024) Goals:
 - to maintain a mature mixed native forest and native ecosystem.
 - to establish a looped trail system that supports education and the enjoyment of nature.
 - to encourage enduring community involvement from initiation.

Effective Means to Prevent Harm to Biodiversity Values



- Potential Updates to Official Plan
 - Open Space?

Effective Means to Prevent Harm to Biodiversity Values



- Public Commitment from the Town to uphold the Managed Forest status
- Community involvement in the stewardship of the area creates the expectation it will be upheld.

Measures are in place year round for the long-term

- Restrictive covenant is annexed to the land for 999 years



The area is being managed with the intent of and is likely conserving biodiversity



- Ecological Survey and Monitoring recommendations prepared by professional biologist (*funded by FABN*)
- Rotary Club led and invasive plant clean-up to remove and cover periwinkle, sedum, garlic mustard and dog strangling vine (July 18, 2025)
- Planned installation of boot cleaning stations at the North and West entrances to the McLean Forest in order to minimise the spread of invasive plant seeds (*funded by FABN*)
- TTAP “Trail Stewards” act as an early warning system



Screening Outcome: Meets All Criteria as Protected Area (tbc by MECP)

SUMMARY OF ASSESSMENT	
OUTCOME / EVALUATION	<div><div>Screening Outcome: Protected Area (meets all criteria)</div><div>Is this an Interim Target 1 area: no. Is this a candidate Target 1 area: yes</div><div>Currently reported to CPCAD/CARTS? No</div><div>Total Area (ha) to be reported to CPCAD/CARTS: 14.16</div></div>
Identify deficiencies that could be overcome in order to report as PA or OECM	<i>What, if any, actions could be undertaken to meet the Pan-Canadian criteria and standards for reporting?</i>
Lead evaluator / assessor	<i>Names and organizations of lead evaluator and contributors, date of contribution, relationship to site</i> Leila Vaziri Zanjani, Conservation Specialist, Frontenac Arch Biosphere Network Christine Grossutti, Conservation Project Manager, Frontenac Arch Biosphere Network
Communications / Engagement	<i>Names of governing authorities and others consulted, including names and positions of contact people and dates</i> Brenda Guy, Manager of Planning and Development, Town of Gananoque, 2024-2025 Delegation to Town of Gananoque Council, June 4, 2024 Jeff Johnson, Manager of Parks and Recreation, Town of Gananoque, January 2025 Robert Kennedy, Superintendent of Parks and Facilities, Town of Gananoque, January 2025 Trees and Trails Advisory Panel of Gananoque Town Council, Chair: Councillor David Osmond, May-July 2025 Lynsey Zufelt, Deputy Clerk, Town of Gananoque, May-August 2025 Delegation to Council of the Town of Gananoque, August 12, 2025
Approvals	<i>Names of governing authorities (including government, private or Indigenous landowners, right holders and the responsible jurisdiction) that have approved the content and results of this screening as being accurate and complete to the best of their knowledge and agree to reporting of data. Agreement for data sharing with the land owner/manager.</i>

- Signed Letter of Consent and Acceptance by the Province (MECP)

2



- **Climate and biodiversity benefits**
"nature-based climate solutions"

- **Municipal leadership**
recognized, inspiring others

- **Public recognition**
generates pride and responsibility

- **Stronger case**
for funding

Why Should Municipalities Contribute?

30x30

- **Local conservation**
efforts add to the
national initiative
- **Stronger**
position for
protecting
municipal lands
and waters

Final steps to submit McLean Forest to CPCAD

- We would like to formally request that you grant permission to report the McLean Forest to the Canadian Protected and Conserved Areas Database by signing the enclosed consent letter
- *Reminder that reporting municipal lands:*
 - will NOT result in any additional regulatory or policy restrictions
 - will NOT require any changes to the current management structure of the property
 - will lead to increased recognition, better protections and knowledge of local biodiversity, potential funding opportunities



Thank You and Congratulations!

CHRISTINE GROSSUTTI

CHRISTINE@FABN.CA



Environment and
Climate Change Canada

Environnement et
Changement climatique Canada

**MOTION / RESOLUTION
TREES AND TRAILS ADVISORY PANEL**

Date: June 11, 2025		Motion No. 2025 – 05
Subject: Delegation – Christine Grossutti, Conservation Project Manager, Frontenac Arch Biosphere Network		
Moved by:	Gerry Brown	
Seconded by:	Alison Timusk	
<p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL RECEIVE THE DELEGATION BY CHRISTINE GROSSUTTI, CONSERVATION PROJECT MANAGER, FRONTENAC ARCH BIOSPHERE NETWORK, FOR INFORMATION;</p> <p>AND FURTHER, ENCOURAGE MEMBERS OF THE JUDITH MCLEAN FOREST SUB-COMMITTEE TO ENGAGE WITH THE FRONTENAC ARCH BIOSPHERE NETWORK TO COMPLETE THE ASSESSMENT AND ECOLOGICAL SURVEY FOR THE CANADIAN PROTECTED AND CONSERVED AREAS DATABASE;</p> <p>AND FURTHER, REQUEST CONSENT FROM COUNCIL TO ADD THE JUDITH MCLEAN FOREST LANDS TO THE DATABASE PENDING APPROVAL OF THE ASSESSMENT BY THE AUGUST 12, 2025, MEETING OF COUNCIL.</p>		

Ayes 7 Nays 0

Carried: ✓

Defeated:

Tabled/Postponed:


Chair



MOTION / RESOLUTION
TREES AND TRAILS ADVISORY PANEL


Date: June 11, 2025	Motion No. 2025 – 08
Subject: 2025 McLean Forest Objectives	
Moved by:	Alan Smith
Seconded by:	Doug Bickerton
<p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL REQUEST COUNCIL APPROVE OBJECTIVES: 1 D (3), 2 A (4), 2 C (5) AND (6), PER THE "MCLEAN FOREST IN-YEAR PLAN", AS PRESENTED TO THE TREES AND TRAILS ADVISORY PANEL ON JUNE 11, 2025.</p> <p>AND FURTHER, DIRECT STAFF TO CARRY OUT THE OBJECTIVES.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>	

Ayes 7 Nays 0

Carried: ✓

Defeated:

Tabled/Postponed:



Chair

McLean Forest in-year plan 2025 - 29 May 2025


The McLean Forest strategy presentation was presented to Councillors at the Council meeting on 3 Dec 2024. This in-year plan for 2025, targets priority objectives from the strategy, focusing on actions that are achievable in-year and require minimal resources. Each action is shown against the relevant objective. Council will be requested to authorise the following actions:


Goal 1: A mature mixed native forest and native ecosystem.

Objective 1A	Protection of some coniferous blocks	
Objective 1B	Re-establishment of native forest and ecosystem.	<ul style="list-style-type: none">- 1. Subject to receipt of confirmed funding, authorize the Frontenac Arch Biosphere Network to conduct a (fully funded) wildlife survey of the McLean Forest.
Objective 1C	Preservation of native wetland	
Objective 1D	Removal of invasive and non-native species.	<p>2. Authorise the Rotary Club (under their own insurance) to conduct an invasive plant clean-up to manage invasive plants through manual methods before they spread further. (This is already going through the staff report process).</p> <p>3. Subject to receipt of confirmed funding, authorise the installation of boot cleaning stations at the North and West entrances to the McLean Forest in order to minimise the risk of spread of further invasive plant seeds. The Frontenac Arch Biosphere Network has offered the possibility of funding for build and installation using a proven design used on the Bruce & Rideau Trail.</p>



Goal 2: A looped trail system that supports education and the enjoyment of nature.

Objective 2A	Improve existing trail system and boundary marking.	<p>4. Add a short 8ft boardwalk over the small stream at the output from Grandpas pond at 44.33589, -76.14632.</p> 
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Objective 2B	Establish a new looped trail system.	
Objective 2C	Establish a river view point.	<p>5. Add the well-established 500m side trail to Turtle Rock to the official trail network. This will require the addition of signage and some widening of the last 100m of trail. This should be conducted after the summer to minimise the impact on wildlife.</p> <p>6. Authorise a memorial bench to be placed at the view point at Turtle Rock. This would be funded using the commemorative bench bylaw.</p> 
Objective 2D	Design and implement an educational element.	
Objective 2E	Ensure sufficient parking.	

Goal 3: Enduring community involvement from initiation.

Objective 3A	Community involvement in the development of the area.	
Objective 3B	Community involvement in the ongoing maintenance and evolution of the area.	<p>7. Authorise a small group of Trail Stewards operating under guidance from the Trees and Trails Advisory Panel. They would regularly hike the trail and act as an early warning system for issues that require rectification. They would be authorized to remove minor obstacles and</p>

		invasive plants from the trail, clean the boot brush stations. Power tools would not be used.
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Vision: To establish and maintain a mixed deciduous and coniferous native forest, with a mature trail system for the enjoyment and education of residents and visitors.

Council Report – PD-2025-13

Date: July 15, 2025

☐ **IN CAMERA**

Subject: Private Video Surveillance – Municipal By-laws

Author: Brenda Guy, Manager of Planning and Development

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE PRIVATE VIDEO SURVEILLANCE – MUNICIPAL BY-LAWS REPORT, FOR INFORMATION PURPOSES, AS PRESENTED IN COUNCIL REPORT-PD-2025-12.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

On June 17, 2025, Council passed Motion #25-091, which reads as follows:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A REPORT REGARDING PRIVACY BY-LAWS GENERALLY IN FORCE IN THE PROVINCE OF ONTARIO;

AND FURTHER, DETERMINE BEST PRACTICES IN PRESERVING THE RESIDENTS OF GANANOQUE THE RIGHT TO BE FREE OF SURVEILLANCE ON AND IN THEIR PRIVATE PROPERTY AND IN SPACES WHICH ARE NOT OPEN OR NORMALLY VISIBLE TO THE PUBLIC;

AND FURTHER PROVIDE RECOMMENDATIONS TO ENFORCE THIS INITIATIVE AND INCLUDE FINES THAT WOULD ENSURE COMPLIANCE IN CASE OF A BREACH.

The intent of this report is to provide information to Council in consideration of such a by-law based on Motion #25-091.

INFORMATION/DISCUSSION:

The Town has a Video Surveillance Policy adopted under By-law No. 2020-020. This By-law is in place for video surveillance of municipal facilities. It is adopted in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* as well as the Ontario Human Rights Code and Canadian Charter of Rights and Freedom. Municipal buildings and/or property is not part of this report. This report is intended for private properties only.

To preface, when municipalities pass by-laws, it is with the intent to regulate local concerns that may not be addressed in Provincial or Federal legislation or specific to the community. They are undertaken with the intent of a complete community while respecting our neighbourhoods.

The authorities to pass by-laws are outlined in the *Municipal Act* depending on the nature of the by-law. Health, Safety and Nuisance related by-laws provide authority under Section 115-134 of the Act.

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A REPORT REGARDING PRIVACY BY-LAWS GENERALLY IN FORCE IN THE PROVINCE OF ONTARIO.

Public and/or private properties install video surveillance cameras primarily for safety and as a deterrent. The Motion as presented and to Staff's understanding of the goal, the intent is to protect and provide a level of comfort to residents or tenants on their own property or leased lands.

Staff undertook a search of municipalities with respect to video surveillance on private properties and initially explored a suggested by-law being a Fortification By-law. Fortification means "*a defensive wall or other reinforcement built to strengthen a place against attack.*" To this reference, a review of Fortification By-laws adopted by other municipalities was explored.

Based on our findings, the intent of a Fortification By-law is to primarily prevent structures or devices that hinder or obstruct access to a property. The by-laws reference structures, bars on windows, blocked driveways, barriers, armoured doors/windows, citing these as "excessive fortification". Most by-laws provide a clause to also prohibit "excessive protective elements" which generally includes the application of visual surveillance equipment, electric fencing or warning devices. The overall intent of a Fortification By-law is a tool used for Emergency Services, to access a property safely and quickly in emergency situations and not that of personal privacy and neighbours. Places such as Wellington County and Belleville were recommendations from Police Service Boards for public safety ie: grow-ops, private clubs, criminal activities.

The challenge Staff anticipates with a Fortification By-law (which some municipalities are referencing) and what the intent of the Motion is, may not necessarily be the appropriate by-law. Larger cities throughout Ontario appear to have Fortification By-laws that speak to the installation of visual surveillance equipment and some may have relied on it for excessive protective elements but it was intended for the purposes of restricting access to law enforcement or emergency services. There were no examples that Staff found where it was used, based on the Motion passed. Some municipalities that do have Fortification By-laws have cited that private video surveillance is that of a civil matter (see below).

Staff further explored by-laws of nuisance or privacy. Municipal nuisance by-laws exist and they are described as, “when a person undertakes something that interferes with another person’s property or enjoyment”.

Relating to the Motion, a security camera on private property when directed on someone else’s property could be considered a nuisance. Nuisance by-laws are authorized under Section 128 of the *Municipal Act* which states, “*a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances.*” Explored by-laws identified that most Nuisance By-laws include areas of noise (most popular), odour, idling, property standards. The Town has by-laws in place to address the areas mentioned in individual by-laws but there was no mention of addressing private video surveillance.

The question in nuisance type by-laws is what is “reasonable”, and at what point, and who determines whether something is reasonable. Those who have adopted by-laws and utilize terminology such as “reasonable” leave it up to the discretion of the Police or By-law Enforcement Officer.

Overall, Staff have not located or found anything in municipal by-laws on the intended focus of the Motion.

“AND FURTHER, DETERMINE BEST PRACTICES IN PRESERVING THE RESIDENTS OF GANANOQUE THE RIGHT TO BE FREE OF SURVEILLANCE ON AND IN THEIR PRIVATE PROPERTY AND IN SPACES WHICH ARE NOT OPEN OR NORMALLY VISIBLE TO THE PUBLIC”.

Residents use video surveillance to protect their property.

Much of the documentation found leads to cautions to homeowners on where they should place their cameras and not capturing footage beyond your property, such as a neighbours backyard.

Some have debated their own existing by-laws on whether residential cameras/doorbell cameras spilling onto public areas are an assistance to police investigations (Bosma case in Hamilton) or breaching on someone’s privacy rights.

In terms of private property and or complaints related to video surveillance:

- Mississauga has a Fortification By-law but noted in a report that complaints related to neighbouring properties were considered a civil or criminal matter directing it to their police services.
- Cornwall cited that their current Fortification By-law “could be used if a case arises” in a media post when a question was posed. The background is unknown nor was it confirmed that it has been utilized for the purposes of private property. Staff reached out to the Chief Building Official (CBO in Cornwall and have received no response to date.

- Toronto does not regulate the use of security cameras on private properties but provides best practices.
- Kingston does not have by-laws or regulations that govern video surveillance on public property.
- As part of this exercise, Staff contact the Municipal Law Enforcement Officers' Association of Ontario who responded that the organization does not provide comment when it comes to the creation or policies, procedures or implementations.
- Guelph staff reached out as they have encountered something similar between two property owners. (They prepared a report to Council in 2024 which was similar to Gananoque but related to property lines not leased property areas.) City of Guelph have provided guidelines as opposed to implementing a by-law. Additionally, their report cited that both Barrie and London have taken the same approach.
- Ontario Information and Privacy Commissioner office was also contacted to confirm if residential security cameras fell outside of their mandate. This was confirmed. They did, however, reference their "Guidelines for the use of Video Surveillance" as best practices.

Be a good neighbour - best practices:

- Ensure that your cameras are located within the property lines of the subject lands such as driveway, front yard or entrances
- Don't point your camera where someone has a reasonable expectation of privacy (ie: windows, fenced in backyards)
- Respect the privacy of others and minimize the amount of footage being captures (turn on at certain times – night or when you're not at home)
- Post signs advising residents and visitors that the site is under video surveillance

"AND FURTHER PROVIDE RECOMMENDATIONS TO ENFORCE THIS INITIATIVE AND INCLUDE FINES THAT WOULD ENSURE COMPLIANCE IN CASE OF A BREACH."

Should the Town adopt a by-law of this nature, the by-law would define how to enforce it.

The Town's by-laws relating to Property Standards, Safety Property provide that an Officer can attend a property for inspection. Given the specifics of video surveillance on the Motion this would require entry to the dwelling. Entrance of a dwelling requires consent from the occupant. Failing consent, the Officer would have to obtain a warrant. As noted earlier, the Officer would have to consider if they have enough grounds to seek a warrant from the courts. This legislation is under Section 16 of the *Building Code Act* which is similar to Property Standards By-laws for right of entry. Any proposed by-law would have to fall under Building Code Act for entry. It is noted, however, that there are no regulations in the Building Code Act surrounding video surveillance.

If there is a contravention, a notice would be issued on the property owner defining what it is, compliance date and failure to act. Contraventions could include fines which would be part of a by-law. Initial fines (for removal or relocation of video surveillance) may provide a monetary penalty and be a deterrent. Larger fines may be identified in the by-law and pending Court conviction could include monetary for first, second offence etc.

Ultimately and of concern is that an individual could potentially pay fine(s) but not move or change the video surveillance. To that, conditions to rectify would require an Order to Remove or Relocate supported by the Courts.

Summary:

In considering a by-law one needs to consider what are the goals, how do we meet the goals (prohibition, standard, permit), authority to pass a by-law, have other municipalities addressed it, notice requirements or any technical considerations.

Staff do not object to a Fortification By-law for the purposes that it is intended to prevent structures or devices that hinder or obstruct access to a property. Staff are not aware of circumstances where there is a current need, however, a By-law could be adopted and should the need arises; the tools would be in place for access such as Emergency Services. Fortunately, consultation with Fire, Police and Building have determined that the Town has not experienced a need in this regard. A Fortification By-law is not the purpose of the Motion.

Chief of Police provides that “it can become a criminal matter when the camera placement infringes on anyone’s reasonable expectation of privacy. This can be somewhat subjective, but most times it is a civil matter and may be a landlord/tenant issue.”

Staff have concerns with the implementation of any By-law for the following reasons:

- To Staff’s knowledge the Motion derives from one known issue. There could be other properties that responded to a concern as a civil or criminal matter.
- By-laws generally speak to property limits and not leased areas.
- An Ontario Land Surveyor determines property lines. By-law Officers, Chief Building Official, Police are not qualified to make this determination aside from agreements between landlords/tenants.
- A by-law cannot demand entry to a dwelling to monitor footage.
- If compliance is shown at the time (moving or refocusing the camera), it can be changed or amended upon exiting the dwelling.
- Determining the distance, peripheral of the camera from the exterior would be difficult to determine.
- If the Town were to adopt such a by-law, staff would be involved in determining what is reasonable. Staff (By-Law Officers, Chief Building Official, Police) are not trained to make the determination of enforcement of a by-law of this nature.

To implement a by-law that has an intent for access will create an impact in other ways such as:

- Staffing levels would not permit check and re-check of properties unless the by-law was designed to be complaint driven.
- It is unclear as to how Staff would become aware of cameras unless visible from the street.
- Existing residential cameras/doorbell cameras are likely in non-compliance as they spill onto sidewalks, streets or neighbouring properties.

- In order to undertake entry, a search warrant would be required and the Town would have to convince the courts of the necessity.
- A by-law would need to be designed in language that considers privacy matters and people rights to maintain their personal privacy.
- Trespassing, criminal or civil matters should not be addressed by Town Staff.

In terms of alternate by-law to address camera surveillance and the protection of a person's privacy of lands, Staff are not aware of any by-laws in this regard. The research suggests that it is a civil matter or criminal matter within the boundaries of privacy and protection of one's property in other municipalities. Municipalities have provided best practices for those who have cameras on their property that include defining the areas and ensuring that the cameras as located and do not spill over onto adjacent properties.

Staff recommend that the Town consider this a civil or criminal matter similarly to fences (placement, maintenance) or trees (placement, overhang, trunks). If Council directs Staff to create a by-law, the by-law will have to be clearly defined and Staff would recommend the Town's legal review the proposed as it relates to one's privacy.

APPLICABLE POLICY/LEGISLATION:

By-laws, *Municipal Freedom of Information and Protection of Privacy Act*

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

n/a

CONSULTATIONS:

Police Chief Rich Swann, Chief Andrew Dickson
 Tony Fleming, Cunningham Swan Carty Little & Bonham LLP
 Information and Privacy Commissioner of Ontario
 Municipal Law Enforcement Officers' Association of Ontario

ATTACHMENTS:

Attachment 1 – Other Municipalities

APPROVAL	<div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> <p>Brenda Guy, Manager of Planning and Development</p> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> <p>John Morrison, Treasurer</p> <p><small>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 Municipal Act and regulations.</small></p> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> <p>Melanie Kirkby, CAO</p>
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City of Hamilton has a Fortification By-law in place. The debate with the City of Hamilton including the police having the means to locate the criminals in the Tim Bosma case where home security cameras assisted.

From the Hamilton Spectator:

“Ontario’s privacy commissioner is asking Hamilton to back away from a proposed bylaw change that would allow homeowners to point security cameras at the street.

A city committee recently endorsed a motion from Coun. Sam Merulla to study changing an existing bylaw with the goal of aiding police investigations. The current “fortifications” bylaw bans residential cameras from pointing anywhere other than the homeowner’s property.”

The argument was that home security footage can be a crucial investigative tool, and has been used to solve serious crimes in recent years. The privacy commissioner, however, recommended that city council “refrain” from changing the bylaw.

“In my view, any attempt by the city to permit or encourage the use of private video surveillance cameras, for the purpose of collecting personal information to aid in law enforcement, would undermine privacy rights under (provincial privacy laws),” he wrote.

He added, “The risk to privacy is particularly acute because video surveillance may, and often does, capture the personal information of law-abiding individuals going about their everyday activities.”

Council Report – REC-2025-13

Date: August 12, 2025

☐ **IN CAMERA**

Subject: Award of Contract – Eradication and Control of Japanese Knotweed

Author: Jeff Johnston, Manager of Parks & Recreation

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-070, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH WAGAR & CORPUT WEED CONTROL INC., FOR THE SERVICES TO ERADICATE AND CONTROL JAPANESE KNOTWEED, AS PRESCRIBED IN RFT REC-2025-04 AND AS PRESENTED IN COUNCIL REPORT REC-2025-13.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

At the November 19, 2024 meeting, Council directed staff by Motion #24-161 to publish a Request for Quotation (RFQ) for the “Control of Japanese Knotweed”. The motion was further discussed during the June 3rd Council meeting and subsequently Town staff released Tender REC-2025-04 on July 4, 2025 for the Eradication and Control of Japanese Knotweed at the locations prescribed in the Tender. The three (3) locations include along the shoreline of Joel Stone Heritage Park and the Berm, along Bay Road and along the shoreline of Kinsmen Park.

INFORMATION/DISCUSSION:

The Tender closed on July 29, 2025. The RFT was advertised on [Biddingo.com](https://www.biddingo.com) and the Town website, and there was only one (1) bid received at the time of closing.

The sole proponent submitted a complete proposal based upon the requirements listed in the RFP and mandatory site tour. Staff reviewed the proposal and agree that the Town should proceed with Wagar & Corput for this project.

Wagar & Corput is based out of Bainsville, Ontario and has been in business for over 40 years working with local Townships and Municipalities dealing with vegetation and insect management. For the past 15 years they have worked alongside the United Counties of South Dundas & Glengarry, the United Counties of Leeds and Grenville and Lanark County to perform vegetation management along roadsides and guiderrails to help with the control of phragmites and poison parsnip. All herbicides they use are manufactured within Canada.

APPLICABLE POLICY/LEGISLATION:

Procurement By-law No. 2015-087.

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

During the 2025 budget deliberations there were no funds allotted in the operations budget for this project, so this project may create a deficit in the department budget.

The sole bid is for \$10,600 excluding HST which covers the spraying, cutting and removal of the Japanese Knotweed in 2025. In 2026 and 2027 spraying the areas where the Japanese Knotweed was removed to ensure the eradication is under control in the specified areas.

	Submissions (excluding HST)
Description	WAGAR & CORPUT
For the Services to Eradicate and Control Japanese Knotweed	\$10,600

CONSULTATIONS:

Melanie Kirkby, CAO

John Morrison, Treasurer

Robert Kennedy, Superintendent of Facilities

ATTACHMENTS:

Attachment 1 – Draft By-law No. 2025-070

Attachment 2 – Trees and Trails Invasive Plants Discussion

APPROVAL	
	_____ Jeff Johnston, Manager of Parks & Recreation
	_____ Melanie Kirkby, CAO
	_____ 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 Municipal Act and regulations.

THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2025-070

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH WAGAR & CORPUT WEED CONTROL INC., FOR THE SERVICES TO ERADICATE AND CONTROL JAPANESE KNOTWEED

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 REC-2025-13 and concurred with the recommendation to authorize the Mayor and Clerk to sign an Agreement with Wagar & Corput Weed Control Inc., for services to eradicate and control Japanese Knotweed, as prescribed in RFT REC-2025-04;

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 Wagar & Corput Weed Control Inc., for services to eradicate and control Japanese Knotweed, as prescribed in RFT REC-2025-04.
- 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 12th day of August 2025.

John S. Beddows, Mayor

Penny Kelly, Clerk

(Seal)

Trees & Trails Invasive Plants Discussion

Definitions:

- **NATIVE PLANTS** occurred naturally in Ontario prior to European contact. They are adapted to our native soils and have co-evolved with our local insect, bird and mammal populations over thousands of years, establishing mutually beneficial relationships.
- **NON-NATIVE PLANTS** are introduced into an area for horticultural or agricultural reasons, or by accident. Many non-native plants in southern Ontario are beneficial to society and non-threatening to native biodiversity, others are invasive.
- **INVASIVE PLANTS** are found outside of their natural range, and whose presence poses a threat to environmental health, the economy, or society. Usually extremely competitive and hard to eradicate.

Ontario Acts and Useful Sources

- **Invasive Species Act 2015**
 - Prohibited and Restricted list of species
 - Non-water Plants only on Restricted list
 - Cannot deposit or release a member of a restricted invasive species in Ontario or cause it to be deposited or released in Ontario.
- **Weed Control Act 1990**
 - List of Noxious weeds with respect to livestock and agriculture and enforcement mechanism
- **Ontario Invasive Plant Council**
 - Source for a wider list of invasive plants
 - Source of strategies for invasive plant control at landowner and municipal level
- **EDDMapS**
 - Report invasive species sightings to a national network of expert verifiers
 - Map the spread of invasive species

Invasive Plant Examples (excluding water plants)

Ontario Invasive Plant Council:

Autumn Olive
Norway Maple
Garlic Mustard
Invasive Honeysuckles
Himalayan Balsam
Purple Loosestrife
Goutweed
Yellow Iris
White Mulberry
Sweet White Clover
Black Locust

Invasive Species Act - Restricted:

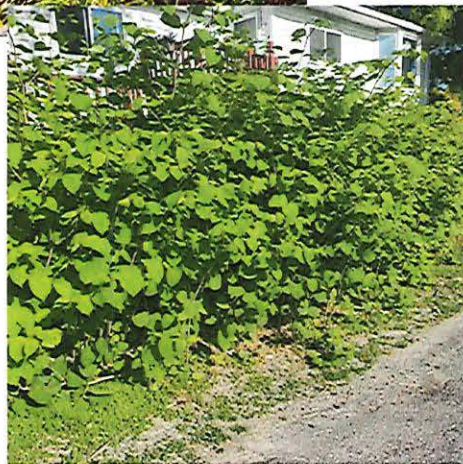
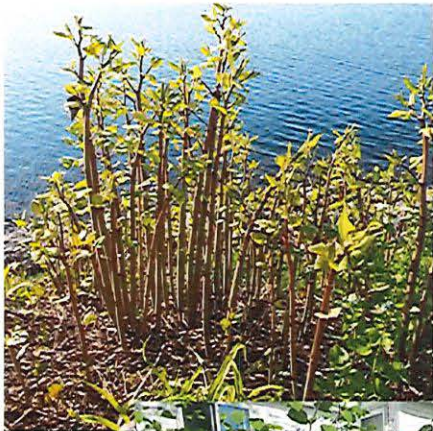
Japanese Knotweed
(4 varieties)
Dog Strangling Vine
(2 varieties)
Phragmites
Tree of Heaven

Giant Hogweed
Wild Parsnip
Barberry
Buckthorn

Noxious Weed Act:

Wild Chervil
Coltsfoot
Cupgrass
Knapweed
Kudzu
Poison Hemlock
Sow Thistle
Cypress Spurge
Bull Thistle

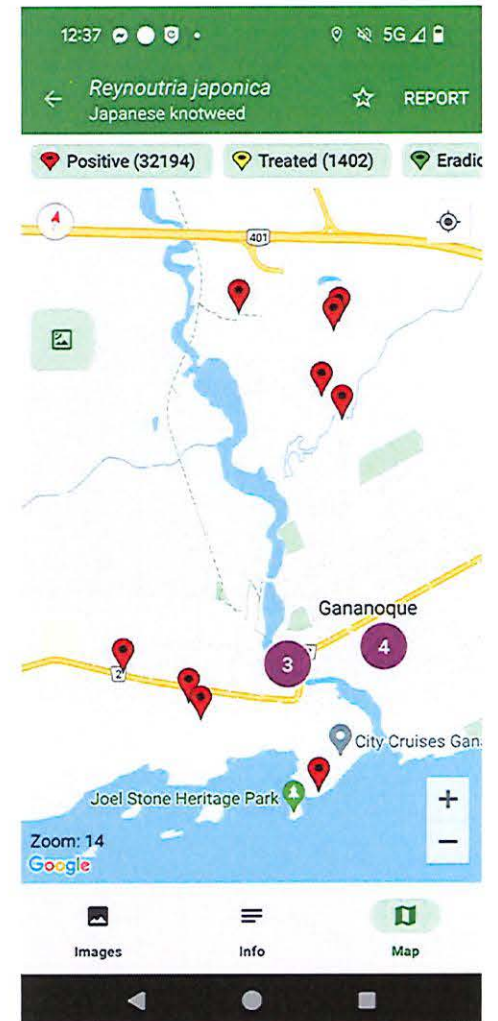
Japanese Knotweed



It forms dense thickets of bamboo-like vegetation that aggressively outcompetes native plants and negatively impacts wetland and riparian areas. It has a horizontal root system that can grow very quickly and spread up to 10 m away from the parent plant.

Spread: Rhizome only

Management: Cutting only encourages spread, digging ineffective as sprouting from 1m depth possible, chemical treatment in fall only realistic treatment. Should be managed by authorities/professionals.



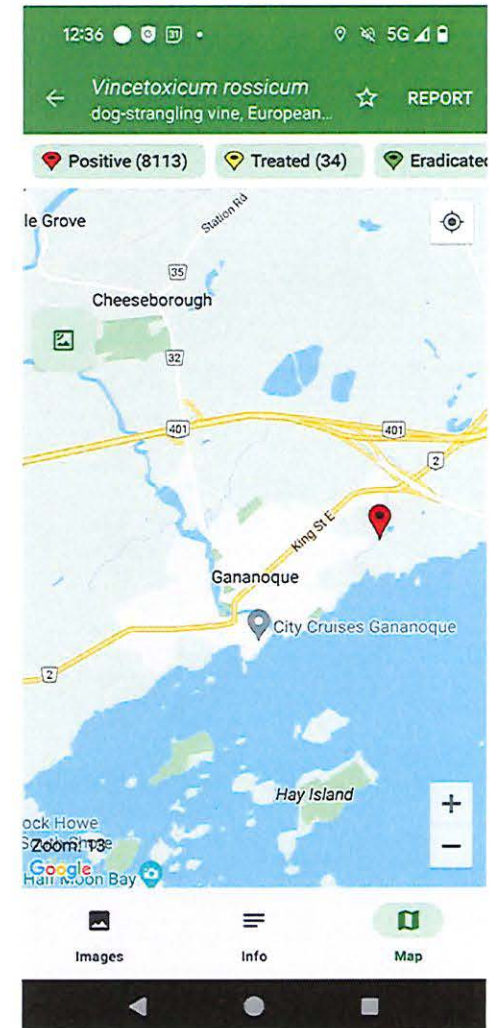
Dog Strangling Vine



DSV grows aggressively by wrapping itself around trees and other plants, and can grow up to 2 m high. DSV forms dense stands that overwhelm and crowd out native plants and young trees, preventing forest regeneration.

Spread: Seed & Rhizome

Management: dig out root crown, remove seed pods, solarize before disposal, could be managed by volunteers.



Purple Loosestrife



This plant has the ability to produce as many as two million seeds in a growing season, creating dense stands of purple loosestrife that outcompete native plants for habitat. These populations result in changes to ecosystem functions, including reduced nesting sites, shelter, and food for birds, as well as an overall decline in biodiversity.

Spread: Primarily by seed

Management: Dig in summer when flowering, solarise before disposal. Could be managed by volunteers.



Discussions?

- What should the municipal policy be on management of invasive plants on municipal property?
 - How to track invasive plants?
 - What are the priority plants that the municipality wishes to manage?
 - How to make best use of resources (town staff and volunteers) for invasive plant management?
- Should it be municipal policy to only plant Ontario native trees?
- Should the municipality encourage the planting of Ontario native trees by residents?
- Should there be a municipal policy restricting residents from planting invasive plants and trees?
- How can we activate a volunteer base to have an immediate impact on the Invasive plants already identified as spreading on municipal land?



Consent Agenda Items

Moved by:

Seconded by:

Be it resolved that the Motion and By-law listed on the Consent Agenda be passed accordingly:

MOTION:

#25-105 – Approval of Minutes – Approval of Minutes – July 15, 17 and 24, 2025
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, JULY 15,
2025, AND ITS SPECIAL MINUTES OF THURSDAY, JULY 17 AND 24, 2025.

BY-LAWS:

**By-law No. 2025-071 – Amend Traffic and Parking By-law No. 2015-070–Schedule XII-
Increased and Decreased Speed**
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF
GANANOQUE PASS BY-LAW NO. 2025-071, BEING A BY-LAW TO
AMEND THE TRAFFIC AND PARKING BY-LAW NO. 2015-070,
SCHEDULE XII, TO ADD 25 KMS/HOUR AS THE SPEED LIMIT FOR
THE WATER STREET SWING BRIDGE AND ITS APPROACHES

As presented at the Regular Council Meeting held this 12th day of August 2025.

Approved: August 12, 2025

John S. Beddows, Mayor

Unanimous ☐ Carried ☐

Ayes _____

Nays _____

REGULAR COUNCIL MEETING MINUTES
Held on Tuesday, July 15, 2025, at 5:00 PM
Held Virtually and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown (arrived at 5:05 PM)	Penny Kelly, Clerk / CEMC
	Anne-Marie Koiner	Lynsey Zufelt, Deputy Clerk
	Vicky Leakey	Brenda Guy, Manager of Planning and Development
	David Osmond	John Morrison, Treasurer
		David Armstrong, Manager of Public Works
		Jeff Johnston, Manager of Parks and Recreation
		Andrew Dickson, Fire Chief
Regrets:	Matt Harper	
	Patrick Kirkby	

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 5:04 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Canadian National Anthem
	<ul style="list-style-type: none"> The National Anthem was played.
4.	Land Acknowledgement Statement
	<ul style="list-style-type: none"> Mayor Beddows read the Land Acknowledgement Statement.
5.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)
	<ul style="list-style-type: none"> A member of the Public addressed Reports listed on the Agenda.
6.	Disclosure of Additional Items
	1. Canada Day – Councillor Osmond
	2. Mayoral Directive – Councillor Osmond
	3. Insurance Renewal – Special Council Meeting – Mayor Beddows
7.	Public Meeting
	1. Proposed Class III Development Permit (DP2025-09) – 580 Queen Street – Patterson Construction Inc. – Construct a Two (2) Storey Addition with Garage (+Report Council-PD-2025-11)
	<ul style="list-style-type: none"> A Public Meeting was held regarding a Proposed Class III Development Permit Application (DP2025-09) received from the Owner: Thomas and Arden Dier / Applicant, Patterson Construction Inc., regarding the property municipally and legally described as 580 Queen Street PLAN 86 BLK V PT LOT 66 PT; LOT 67 PT LOT 68 PT LOT 66; BLK V PLAN 86 TOWN OF GANANOQUE, to construct a two-storey addition with garage onto the existing residential dwelling within the floodplain setback and relief for the front yard setback to 4.4m. The Chair requested the Manager of Planning and Development present the Application to Council. Brenda Guy, Manager of Planning and Development provided an overview of Report Council PD-2025-11.

SPECIAL COUNCIL MEETING MINUTES
Held on Thursday, July 17, 2025, at 10:00 AM
Held Teleconference and Virtually

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Penny Kelly, Clerk
Councillors:	Matt Harper	Brenda Guy, Acting CAO / Manager of Planning and Development
	Patrick Kirkby	John Morrison, Treasurer
	Anne-Marie Koiner	
	Vicky Leakey	
Regrets:	Colin Brown	Melanie Kirkby, CAO
	David Osmond	

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 10:33 AM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Public Questions/Comments – None
4.	Staff Report
Council-FIN-2025-17 – Municipal Insurance Policy – July 29, 2025 to July 29, 2026	
	<p>Motion #25-104 – Municipal Insurance – Cyber Coverage Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PROCEED WITH OPTION #3 (INSURE FOR A \$2M DOLLAR LIMIT CYBER COVERAGE AND BOUND WITH THE TOWN'S MUNICIPAL INSURANCE PACKAGE), AS PRESENTED IN REPORT COUNCIL FIN-2025-17. CARRIED – UNANIMOUS</p>
	<p>By-law No. 2025-065 – Municipal Insurance Policy – July 29th, 2025 to July 29th, 2026 Moved By: Councillor Harper Seconded By: Councillor Kirkby BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-065, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH INTACT PUBLIC ENTITIES INC., AND HALPENNY INSURANCE FOR THE PROVISION OF THE TOWN OF GANANOQUE'S 2025 INSURANCE POLICY, AS PRESENTED IN COUNCIL REPORT FIN-2025-17. CARRIED – UNANIMOUS</p>
5.	Questions from the Media – None
6.	Confirmation By-law
	<p>By-law No. 2025-062 – Confirming By-law – July 17, 2025 Moved By: Councillor Harper Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-062, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF</p>

	<p>COUNCIL AT ITS SPECIAL MEETING HELD ON THURSDAY, JULY 17, 2025, BE READ THREE TIMES AND FINALLY PASSED THIS 17TH DAY OF JULY 2025.</p> <p>CARRIED – UNANIMOUS</p>	
7.	<p>Next Meeting(s): Tuesday, August 12, 2025 at 5:00 PM</p>	
8.	<p>Adjournment</p>	
	<p>Moved By: Mayor Beddows Be it resolved that Council hereby adjourns this special meeting of Council at 11:01 AM.</p> <p>CARRIED – UNANIMOUS</p>	
<hr/>		<hr/>
John S. Beddows, Mayor		Penny Kelly, Clerk

Held via Teleconference and Virtual

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown	Penny Kelly, Clerk
	Anne-Marie Koiner	Brenda Guy, Manager of Planning and Development
	Vicky Leahey	David Armstrong, Manager of Public Works
	David Osmond	Jeff Johnston, Manager of Parks & Recreation
		Andrew Dickson, Fire Chief
Regrets:	Matt Harper	
	Patrick Kirkby	

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 1:01 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Public Questions/Comments – None
4.	Staff Report
Council-PD-2025-12 – Transportation Services to Larger Cities – FlixBus Proposal	
	<p>By-law No. 2025-066 – Transportation Services to Larger Cities – Flix North America Inc.</p> <p>Moved By: Councillor Koiner Seconded By: Councillor Osmond</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-066, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH FLIX NORTH AMERICA INC., FOR THE PURPOSES OF PROVIDING A PASSENGER BUS LOADING/UNLOADING STOP FOR TRANSPORTATION SERVICES BETWEEN THE OTTAWA TO TORONTO CORRIDOR, AS PRESENTED IN COUNCIL REPORT PD-2025-12.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	<p>By-law No. 2025-067 – Amend Traffic & Parking By-law No. 2015-070 – Schedule VI – Add Passenger Bus Loading / Unloading Area</p> <p>Moved By: Councillor Koiner Seconded By: Councillor Brown</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-067, BEING A BY-LAW TO AMEND THE TRAFFIC AND PARKING BY-LAW NO. 2015-070, SCHEDULE VI, LOADING ZONES / PASSENGER BUS PARKING / TOW AWAY / FIRE ROUTE SECTION 23-24, TO INCLUDE A PASSENGER BUS LOADING/UNLOADING AREA ADJACENT TO 30 KING STREET EAST ON, AS PRESENTED IN COUNCIL REPORT PD-2025-12.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
5.	Questions from the Media – None

THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2024-071

BEING A BY-LAW TO AMEND THE TRAFFIC AND PARKING BY-LAW NO. 2015-070,
SCHEDULE XII, TO ADD 25 KMS/HOUR AS THE SPEED LIMIT FOR THE WATER
STREET SWING BRIDGE AND ITS APPROACHES

WHEREAS by 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, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS on July 15, 2025, Council passed Motion #25-096, directing staff to contract a Consulting Engineer to complete a structural and mechanical analysis of the Water Street Swing Bridge, as presented in Report Council RDS-2025-08, and further directed staff to bring back a By-law to amend the Traffic and Parking By-law to reduce the speed limit on the Water Street Swing Bridge and its approaches from 50 KMS to 25 KMS;

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

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

- 1.1. That the Traffic and Parking By-law No. 2015-070, **Schedule XII, Increased and Decreased Speed Limits, Section 37** be hereby amended to add the following to the existing **Schedule XII**, Table:

Roadway	Between	Rate of Speed
Water Street (Swing Bridge & Approaches)	Mill Street (south end) to Stone Street South	25 km/hour max.

2. EFFECTIVE DATE:

- 2.1. 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 12th day of August 2025.

John S. Beddows, Mayor

Penny Kelly, Clerk / CEMC

(Seal)



Report Council – LIB-2025-03

Date: August 12, 2025

☐ **IN CAMERA**

Subject: Gananoque Public Library Quarterly Report

Author: Deirdre Crichton, 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-2023-03.

STRATEGIC PLAN COMMENTS: Gananoque Public Library has a new Strategic Plan. The library is a vital part of our municipality and continues to flourish as a strong member and active partner within the community. The Library Board looks forward to continuing a strong and cooperative relationship with the Town and Council.

Mission Statement:

We empower our community to discover, learn and grow together.

Vision Statement:

We envision a strengthened inclusive environment that fosters growth and innovation and provides opportunities for everyone.

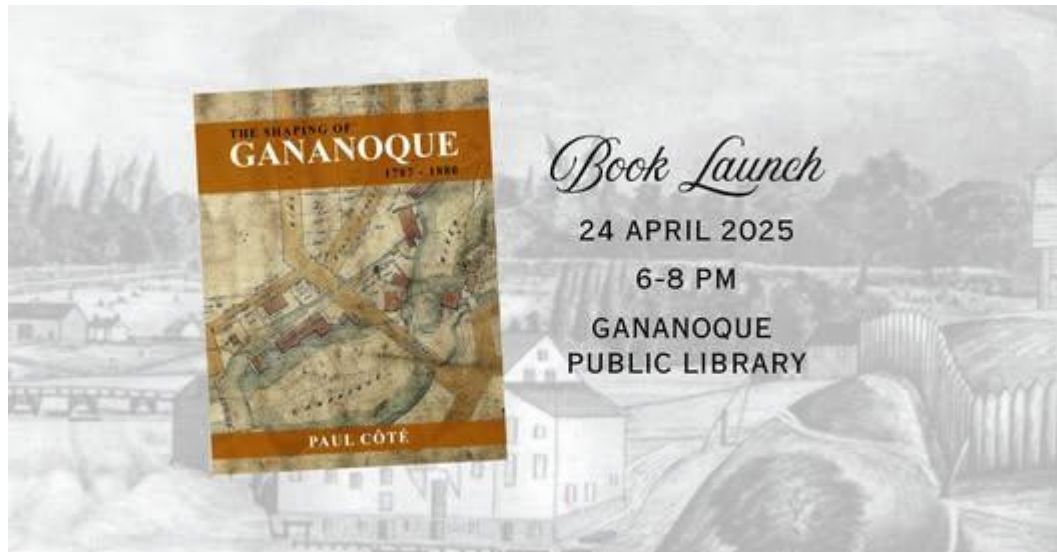
BACKGROUND: At the January 25, 2016, Library Board meeting, the board requested that the CEO submit quarterly reports to Town Council.

INFORMATION/DISCUSSION

Highlights

Community Connections & Visibility

- Library staff connected with SRJ Youth Services and the YMCA to run programs at the library on Tuesdays and Wednesdays.
- Hosted a successful book launch at the library with author Paul Côté. His book is called The Shaping of Gananoque 1787 – 1880.



Partnership

- Talked with EarlyON Child and Family Centre staff about the Teddy Bears Picnic and the TD Summer Reading Club.
- Re-connected with Landon Bay Nature Camp and the 1000 Islands Playhouse staff with regard to their participation in the TD Summer Reading Club.

Operational

- The library circulated 6,660 physical items and 8,127 e-resources, borrowed 362 items from other libraries and shipped out 114 via our Interlibrary Loan system. Staff created 114 new library cards.
- Hired two new part-time casual staff as Library Assistant.
- Submitted updated job description evaluation forms to Town of Gananoque staff.
- Promoted the youth drop-in events calendar.

Programs & Events

- Started running Youth programs on Tuesday and Wednesday afternoons, programs will run until the end of the school year.
- Launched the TD Summer Reading Club on June 19th at the Farmers Market.
- Gananoque Ukulele Players, Mahjong participation has increased. Mahjong will continue to run on Fridays only during the summer.

THURSDAY, JUNE 19TH IS REGISTRATION DAY!

Visit our booth at the Farmers Market at Town Hall from 4-6 PM

Get your club book bag and kit & discover all our summer events and activities!



With a library card you can borrow books, national museum passes, park passes, story kits, take & make kits, seeds, puzzles, games and more - all for FREE!



This summer our club we will be taking kids to amazing places all around the world.

Over 200 kids in Gananoque join our club each year to get in on the fun. Everything kids read counts including what is read to them!

Read at home. Read at the library. Read at a summer camp, at a daycare, at EarlyON or at a cozy place outdoors.

Whenever. Wherever.
We will celebrate your ability!

Visit the library, report books, collect stickers and spin our I Love Reading Wheel!

MONDAY
CLUB MEET-UP

TUESDAY
MAKER DAY

WEDNESDAY
EVENTS

THURSDAY
DISCOVERY

FRIDAY
MY LITTLE BIG WORLD
STORYTIME

WE MAKE A FUN
DAY EVERY DAY
OF THE WEEK!

The TD Summer Reading Club is the biggest bilingual summer reading club in all of Canada and Gananoque won first place in Canada in 2023! Babies, prereaders, early readers and avid readers are all welcome to join in our amazing reading adventures.



Teddy Bear Picnic

July 10
9th am

In Town Park
Rain Date | July 16th

Developed by



In partnership with



Library and Archives
Canada

Bibliothèque et Archives
Canada

Title sponsor



Other:

- Library board members will present the Gananoque Public Library quarterly report.

APPLICABLE POLICY/LEGISLATION: At the January 25, 2016, library board meeting, the board requested that the CEO submit quarterly reports to Town Council.

FINANCIAL CONSIDERATIONS: None

CONSULTATIONS: None

ATTACHMENTS: library statistics, financial update

APPROVAL	
	Deirdre Crichton, Library CEO

Gananoque Public Library Statistics – June 2025**Circulation Statistics**

January 1, 2025 – June 30, 2025

Items Signed Out – 6,660
 # Items Renewed – 1,219
 # Items Placed on Hold – 248
 # People who Borrowed items - 561
 # New Library Cards Holders - 114

January 1, 2024 – June 30, 2024

Items Signed Out – 7,256
 # Items Renewed – 1,381
 # Items Placed on Hold - 290
 # People who Borrowed Items - 558
 # New Library Cards Holders – 123

Interlibrary Loan Statistics

January 1, 2025 – June 30, 2025

Borrowed from Other Libraries

of Request Initiated – 480
 # of Requests Filled – 362
 # of Requests Cancelled - 79

January 1, 2024 – June 30, 2024

Borrowed from Other Libraries

of Searches - 957
 # of Requests Placed - 395
 # Items Shipped - 361
 # Items Received - 360

Sent to Other Libraries

Requests Received - 169
 # Requests Filled - 114
 # Requests Unfilled – 60

Sent to Other Libraries

Requests Received - 409
 # Requests Shipped - 214
 # Items Not Shipped – 186

Online Audio / E-Books / Videos Statistics**Overdrive** - January – June 2025

Items Signed Out – 8,127
 # of Users - 318
 # of New Users - 29

Overdrive - January – June 2024

Items Signed Out – 7,288
 # of Users - 324
 # of New Users - 55

Website Visits

2025

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1,766	1,545	1,317	1,212	1,171	2190							9,201

2024

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1,544	1,473	1,663	1,515	1,605	1,680	2,017	1,558	1,728	1,698	1,257	1,669	19,717

Computer Usage

2025

January – 54	WiFi - 42
February - 72	WiFi - 33
March - 88	WiFi – 27
April – 76	WiFi - 31
May - 88	WiFi - 32
June – 75	WiFi - 40
July -	WiFi -
August -	WiFi -
September -	WiFi -
October -	WiFi –
November –	WiFi -
December -	WiFi -
Total - 277	Total - 146

2024

January – 70	WiFi - 37
February – 68	WiFi - 20
March –50	WiFi – 15
April – 52	WiFi - 17
May - 74	WiFi - 22
June - 80	WiFi - 40
July - 92	WiFi - 37
August – 85	WiFi - 32
September – 52	WiFi - 22
October – 86	WiFi - 32
November – 81	WiFi - 26
December – 73	WiFi – 12
Total – 778	Total - 280

Computer Training

2025

January - 5
February - 3
March - 4
April – 5
May – 5
June – 3
July -
August –
September –
October -
November -
December -

2024

January - 10
February - 6
March - 3
April - 6
May - 10
June - 2
July - 3
August - 5
September - 6
October - 36
November – 7
December - 5

Tablet Loans

January 1 – June 30, 2025 - 10

January 1- June 30, 2024 - 3

Programs

Book & Banter – 7 session 35 - people
 Cricut Makers – 13 sessions – 17 people
 Lego Club – 7 sessions 102 people
 Scrapbooking Club – 6 sessions 15 people
 Ukulele – 22 sessions – 455 people
 Storytime – 8 sessions – 61 people

Conversational French – 8 sessions 48 people
 Just Write – 7 sessions 32 people
 Mahjong – 33 sessions 366 people
 Tech Savvy Seniors - 3 sessions – 17 people
 March Break – 3 programs – 42 people
 Class Visit – 1 – 50 people

Social Media

Facebook – 2025

Facebook Views

January - 9,200
February – 8,300
March – 12,500
April – 4,594
May - 15,632
June – 11,184

Facebook Reaches

January - 2,300
February - 2,300
March – 4,300
April – 2,582
May – 3,847
June – 3,560

Facebook - 2024

Facebook Reaches

January – 2,748
February – 2,137
March – 1145
April – 857
May –
June -

Facebook Engagements

January - 209
February – 77
March – 8
April – 46
May - 463
June - 620

Instagram

Instagram 2025

Instagram Reaches

January - 212
February - 212
March – 231
April – 108
May - 71
June – 477

Instagram Likes

January - 6
February - 95
March – 141
April - 3
May - 29
June – 315

Instagram 2024

Instagram Reaches

January – 119
February – 94
March – 7
April – 7
May – 14
June - 12

Instagram Likes

January – 9
February – 5
March – 10
April – 7
May – 7
June - 5

Volunteer Hours

January 2025

1 volunteer – 2 hours – Carveth
1 volunteer – 4 hours - Scrapbooking

February 2025

1 volunteer – 2 hours – Carveth
1 volunteer – 2 hours – Scrapbooking

March

1 volunteer – 2 hours – Carveth

3 volunteers – Seed sorting – 8 hours

April

1 volunteer – 2 hours – Carveth

May

1 volunteer – 2 hours – Carveth

June

1 student volunteer – 5 hours

1 volunteer – 2 hours - Carveth

Gananoque Public Library
Financial Statement - June 16, 2025

Report Council-LIB-2025-03, Attachment 2

	2025 Budget	Spent to Date
Revenue		
Grant - Province	\$13,700.00	\$0.00
Seniors Grant	\$0.00	\$0.00
Miscellaneous Revenue	\$1,000.00	\$0.00
Postage	\$758.00	\$766.50
Donations	\$1,200.00	\$1,416.90
Town Contribution Library	\$260,860.00	\$260,860.00
TD Summer Reading Club Award	\$1,000.00	\$0.00
Total Revenue	\$278,518.00	\$263,043.40
Expenses		
Seniors Grant	\$0.00	\$3,747.70
FT Salary	\$83,561.00	\$44,903.74
PT Salary	\$58,786.00	\$30,290.39
EHT	\$2,781.00	\$1,469.35
Source Deductions	\$10,278.00	\$5,579.83
WSIB	\$4,636.00	\$2,449.20
Benefits - Manulife	\$3,679.00	\$2,359.56
OMERS	\$13,367.00	\$6,613.25
Advertising	\$210.00	\$179.18
Memberships	\$200.00	\$150.00
Training	\$200.00	\$0.00
Computer Contract	\$1,048.00	\$1,221.12
Interlibrary Loan	\$951.00	\$278.39
E-Resources	\$2,608.00	\$3,169.94
Materials & Programming	\$1,500.00	\$175.00
Office Supplies	\$1,000.00	\$299.90
Furniture	\$1,000.00	\$630.45
Library Books and Materials	\$23,000.00	\$10,678.91
Bldg Repairs & Maintenance	\$10,640.00	\$1,684.78
Security	\$500.00	\$0.00
Internet Access	\$2,326.00	\$1,200.46
Hydro	\$7,009.00	\$2,962.56
Utilities - gas	\$5,073.00	\$2,468.70
Water and sewer	\$1,300.00	\$342.76
Telephone	\$1,860.00	\$765.39
Audit	\$1,236.00	\$0.00
Insurance	\$29,716.00	\$0.00
Computer R & M	\$7,750.00	\$1,958.23
Miscellaneous Expenditures	\$1,303.00	\$224.06
TD Summer Reading Club	\$1,000.00	\$0.00
Total Expenses	\$278,518.00	\$125,802.85
Surplus / Deficit	\$0.00	\$137,240.55

Report Council – REC-2025-14

Date: August 12, 2025

☐ **IN CAMERA**

Subject: Seniors Community Programming Grant

Author: Jeff Johnston, Manager of Parks & Recreation

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-072, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH THE MINISTRY FOR SENIORS AND ACCESSIBILITY, THROUGH TRANSFER PAYMENT ONTARIO (TPON) TO ACCEPT THE SENIORS COMMUNITY GRANT FUNDING, AS PRESENTED IN REPORT COUNCIL-REC-2025-14.

STRATEGIC PLAN COMMENTS:

Sector #1 – Economic Prosperity – Strategic Initiative #1 – Ensure that Gananoque is and remains an affordable place to do business and raise a family

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

BACKGROUND:

In January 2025 the Town applied for a Seniors Community Grant for recreation and wellness programming, similar to what was received and utilized in 2022/23. On June 6th, 2025 a letter was received from the Honourable Raymond Cho – Minister for Seniors and Accessibility, stating the Town has been approved for up to \$25,000 in funding.

As noted in the correspondence received, “the Ontario government is committed to providing the programs and services that seniors need to stay active and engaged, and we appreciate your efforts to improve the lives of Ontario’s seniors.”

INFORMATION/DISCUSSION:

The Parks and Recreation Department will endeavour upon providing recreational programming for the senior population of Gananoque and the surrounding areas. Coordinated by Lori Higgs (Marina & Recreation Coordinator), the programming will champion a wide variety of exercise and physical activities to aid in the overall health and wellness of the seniors population in the community.

Town staff have already been in contact with the Gananoque Seniors Association and have received a list of their fall/winter programming so there will be minimal overlap in the programs/classes offered.

APPLICABLE POLICY/LEGISLATION:

None.

FINANCIAL CONSIDERATIONS:

The Town has been approved up to a maximum of \$25,000 with an initial payment of \$20,000. All programming and costs associated must be fully spent by March 31, 2026.

CONSULTATIONS:

Melanie Kirkby, CAO

Lori Higgs, Marina & Recreation Coordinator

Cliff Edwards, Gananoque Seniors Association

ATTACHMENTS:

Attachment 1 – Letter from Hon. Raymond Cho – Minister for Seniors and Accessibility

Attachment 2 – Funding Confirmation Email

APPROVAL	<div data-bbox="305 1373 1177 1415">_____ Jeff Johnston, Manager of Parks & Recreation</div> <div data-bbox="305 1486 1177 1528">_____ Melanie Kirkby, CAO</div> <p data-bbox="316 1551 1414 1633">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.</p>
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**Ministry for
Seniors
and Accessibility**

**Ministère des Services
aux aînés et de
l'Accessibilité**



Minister

Ministre

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

College Park
777, rue Bay
5^e étage
Toronto ON M7A 1S5

June 6, 2025

Lori Higgs
Marina & Recreation Coordinator
Town of Gananoque
30 King Street East,
Town of Gananoque, ON K7G1E9

Dear Ms. Higgs:

Re: Seniors Community Grant Program 2025-26
Transfer Payment Ontario (TPON) Case #: 2025-01-1-3067810000

Congratulations, I am pleased to inform you that your application to the 2025-26 Seniors Community Grant Program has been approved for up to \$25,000 in funding, pending finalization of an agreement between your organization and the Province of Ontario. The funding will be subject to the terms and conditions in that agreement.

Ministry staff will be in touch with you soon to provide you with details about your approved funding.

At this time, please do not publicly disclose any information regarding your funding until you have received confirmation from Ministry staff that you are able to do so. If you wish to make a public media announcement related to this funding, please advise ministry staff and await confirmation that you are able to do so.

We hope to be able to announce this exciting project in June as part of Ontario's Seniors Month celebrations.

I am truly inspired by your organization's values, dedication and support of seniors and accessibility in Ontario, and I wish you much success with your project.

Sincerely,

A handwritten signature in black ink that reads "Raymond Cho".

Hon. Raymond Cho
Minister for Seniors and Accessibility

Council Report – FIRE-2025-06

Date: August 12, 2025 ☐ **IN CAMERA**
Subject: Outboard Motor Replacement – Emergency Purchase Procurement Disclosure
Author: Andrew Dickson, Fire Chief ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE EMERGENCY PURCHASE PROCUREMENT DISCLOSURE REGARDING THE FIRE DEPARTMENT OUTBOARD MOTOR REPLACEMENT FOR ITS MARINE UNIT, AS PRESENTED IN COUNCIL REPORT FIRE-2025-06.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

The current 2013 Johnson 140HP outboard motor on Marine Unit 6 experienced a critical failure of the lower gearcase, rendering the unit inoperable. The options for this were either repair the deficiency or replace the motor completely.

INFORMATION/DISCUSSION:

This report explains the single-source purchase, including cost and justification, to inform council of the rationale behind the decision.

The current motor as been increasingly troublesome over the past five years, requiring ongoing maintenance and repairs totaling approximately \$4,000 over the past 2 years. With Johnson no longer operating as a company, obtaining parts has become challenging. The current failure would require a lower gearcase replacement, which parts availability was unknown and could possibly be unavailable. Additionally, the unit would be out of service for an unknown period. As this occurred during prime boating season, it would significantly impact operational readiness of the fire department during an emergency.

Given the recurring issues and escalating costs, a quote on replacement of the unit was requested by Peck's Marina, who was tasked with the initial repair. The quote for replacement and install of the motor with a 150hp Mercury was \$28,787.58, with a return to service date of one week. This also includes a new throttle and steering assembly.

The Fire Department had originally forecasted the replacement of Marine Unit 6 in 2027. However, with the recent purchase of a new canvas top and the installation of a new motor, we are aiming to extend the vessel's service life by a couple additional years. It is also anticipated that the new motor can be transferred to the replacement boat when it is eventually purchased. This approach effectively advances the cost of the motor to the present, while reducing overall expenses when the new vessel is acquired.

The Johnson could still have some value and will be put up for sale on GovDeals to help recover some of the cost of the replacement motor.

This specific replacement was not considered when determining the 2025 budget, but serious equipment and apparatus failures are considered when setting budget figures.

APPLICABLE POLICY/LEGISLATION:

None,

FINANCIAL CONSIDERATIONS:

The 2025 Operational Fire Department budget for 'vehicle maintenance and repair' is \$42,000. The department currently sits with \$13,691.28 spent as of July 31, 2025.

The only foreseeable costs remaining are estimated at \$1000 for annual pump testing for our 2 large apparatus. This would be the cost with no deficiencies in the test results. All other required inspections and tests on the Fire Department fleet have been completed.

Other unforeseen costs due to vehicle issues or failures for the remainder of 2025, would also affect this budget line.

CONSULTATIONS:

Melanie Kirkby – Chief Administrative Officer

ATTACHMENTS:

Quote – Pecks Marina Repair Order 50486

Email – Johnson Outboard

APPROVAL	<div data-bbox="256 1633 878 1675">_____ Andrew Dickson, Fire Chief</div> <div data-bbox="256 1749 1425 1879">_____ Melanie Kirkby, CAO 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.</div>
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**Procurement Disclosure Form:
Operational Purchase**

TOWN OF GANANOQUE

Date: July 7, 2025

Department: Fire

Operational / Capital Purchase: Outboard Motor for Marine unit

Advertising Method:

Advertising Details: **Additional funds requested for unforeseen emergency repairs**

Account #: 1-5-04150-5322

Purchase Order #:

Explanation for Purchase: A new motor is required to get the boat back into service ASAP. With currently being in the busiest months for the boat, getting it back in service is our primary objective. Current motor manufacturer is obsolete, so any possible repair would take extended time and increased cost. (approx 25% of cost of new motor)

Quotation Information: \$28,787.58 (parts and labour)

Justification for Vendor Section: Vendor is the one who completes repairs and maintenance on the boat. It is currently at their shop, out of usable service.

Obtaining quotes and approvals would take most of the summer.

Purchasing Agent: Chief Andrew Dickson

Purchase within Authority:

Additional Approval Requirement: Melanie Kirkby – CAO

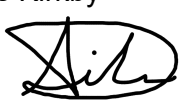
Procurement By-Law 2015-087 Section 9 - *Emergency Purchases* - 9.3 Any purchase of Goods and Services incurred in the event of an Operational Emergency shall be authorized by the CAO and reported to Council as soon as practical.

John Morrison – Treasurer

Copies to:



Melanie Kirkby
CAO



Andrew Dickson
Fire Chief

Andrew Dickson

From: Chris Hunt
Sent: July 25, 2025 10:49 AM
To: Andrew Dickson
Subject: Johnson outboard

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Andrew,
Hope you are well.

Our parts manager contacted a few different Johnson/Evinrude dealers in regards to the lower unit on the old engine.

The lower unit is no longer available (which means some, if not most of the parts would not be available)

Regards,

PECK'S
MARINA

Chris Hunt | Service Manager

e: chris@pecksmarina.com

p: 613-659-3185 | 1-800-951-7325

505 Thousand Islands Pkwy. Lansdowne, ON K0E 1L0

www.pecksmarina.com

"If a man is to be obsessed by something, I suppose a boat is as good as anything, perhaps a bit better than most."

-E. B. White

Report Council – PD-2025-14

Date: August 12, 2025

☐ **IN CAMERA**

Subject: Population Projections – Various Studies

Author: Brenda Guy, Manager of Planning and Development ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SET ASIDE THE PROVISIONS IN THE PROCUREMENT BY-LAW AND AUTHORIZE THE SCOPE OF WORKS FOR POPULATION PROJECTIONS, TO AN UPSET AMOUNT OF \$28,800, AS REQUIRED FOR THE OFFICIAL PLAN (OP) BY WATSON & ASSOCIATES ECONOMISTS LTD., AND AS PRESENTED IN REPORT COUNCIL PD-2025-14.

STRATEGIC PLAN COMMENTS:

Strategic Initiative #2 – Review/Update the Official Plan and the Development Permit By-laws.

BACKGROUND:

The Town is currently undertaking three policy and/or studies; Official Plan, Stormwater Management Plan and the Water/Sewer Background Study.

All three (3) are expected to report in 2025.

INFORMATION/DISCUSSION:

The Official Plan (OP) has been underway for a few years and for a number of reasons has not been adopted as of this date. A draft was uploaded to the Town's website in December with the acknowledgement that the Provincial Policy Statement 2024 had been enacted on October 24, 2024 and the Town was undertaking a Stormwater Management Plan. Staff expected that this meant some slight changes to the draft Official Plan in terms of the proposed policies. It was unanticipated that the PPS would require population projections.

Provincial Policy Statement 2024 Section 2.1.1 identified that "*As informed by provincial guidance, planning authorities shall base population and employment growth forecasts on Ontario Population Projections published by the Ministry of Finance and may modify, as appropriate.*"

It was determined that there are no specific numbers to the Town of Gananoque by the Ministry of Finance but that Gananoque is grouped together with the County of Leeds and Grenville although we are a separated municipality with our own census data. For a number of reasons, Staff is of the opinion that the Town is different for a number of reasons in

comparison to other municipalities in Leeds and Grenville, particularly given our close proximity to the City of Kingston, an urban settlement and on municipal services. It is Staff's goal to utilize the most accurate numbers for not only the Official Plan but the Stormwater Masterplan and the Sanitary Master Plan as all are major planning documents for the Town.

To that, Staff provided the Ministry of Municipal Affairs and Housing with the following proposal as Section 2.1.1 of the PPS provides "and may modify". This was posed as we did not want to undertake the process, submit the OP to the Province and have it returned.

"The Town in conjunction with Watson discussed the Ministry requirements in relation to the targeted population as set out in the PPS 2024 in our draft Official Plan. The query to Watson was whether or not the Population Projection Methodology 1995 guidelines were followed for our forecasted numbers. It was determined when undertaking the Development Charges Background Study, the forecasted numbers generally do follow the Population Projection Methodology as they originate from Statistics Canada data. They then consider population per house, growth and/or density from information as provided by the municipality by incorporating building permit data, development, and land use. We would consider the information within the DC study to be more accurate as it is Gananoque specific and not lumped in with other areas of the County where municipalities may not see similar growth. Additionally, the Town is geographically located to other census areas and relatable as opposed to the Leeds and Grenville (Gananoque is in closer proximity to Kingston but within the County)."

This was determined to not be acceptable by the Ministry.

Watson & Associates is the company that undertook the Town's Development Charges (DC) By-law and considered all aspect of development, land for a population forecast. In July 2025, a meeting with held with the Ministry of Municipal Affairs and Housing, JR Richards & Associates, Watson & Associates and Staff on how to achieve the Ministry requirements and how to satisfy the Town's current requirements with the other background studies. Staff had requested a Scope of Works from Watson, not anticipating the costs to be at this level.

Staff are seeking additional funds based on a Scope of Works provided by Watson & Associates Economists Ltd. to satisfy the Ministry for the Official Plan, and to be consistent with the Stormwater Masterplan and the Sanitary Master Plan.

The Scope of Works is broken out into two phases. Attachment 1 further identifies each phase: Phase 1 – Population, Housing and Employment Growth Forecast to 2056 and Servicing Capacity Build-out, and; Phase 2 – (optional) – Land Supply Review and Land Needs Analysis.

Phase 2 will further identify where growth can occur with our vacant land inventory for long term housing. This portion will be beneficial, although not required, to all the current documents underway with a clear picture of the Town's areas of growth and development. Although this is an area that we would like to have background information on in future,

Phase 2 is not required for completion of the OP, Stormwater and Sanitary reports. Given that this request was unbudgeted for, Staff are recommending Phase 1 at this time.

Staff additionally reached out to the Leeds and Grenville County if they have seen any Population Projections to date, and Staff have indicated that they have not. The County is undertaking a Growth Management Strategy. To that the Town would still have to undertake works for the Town's Official Plan. While the numbers would be of assistance it does not complete our requirements.

For budgetary consideration on the unanticipated request, Public Works Department will review their budget in terms of the Stormwater Masterplan and the Sanitary Master Plan and if there are budget surplus funds, this can be utilized to the Population Projections as well. The Treasurer further advises that funds may be obtained from the capital reserve up to the upset limit, as the Planning and Development Department currently has no operating or capital funds allocated for this purpose. Draft projections are expected to be received by the end of 2025.

Note: The DC By-law requirements require review every five years which was anticipated to be undertaken in 2026, however, it was noted that Bill 23 extended it 10 years. Given that the Town has had sufficient growth, consideration of undertaking a DC review may be worthwhile in 2026 or early 2027 following the Official Plan and Stormwater Masterplan and the Sanitary Master Plan. This can be defined at Budget deliberations.

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

\$28,800 (Phase 1), \$20,800 (Optional)

CONSULTATIONS:

MMAH Staff, JL Richards, Watson & Associates.

ATTACHMENTS:

Attachment 1 – Scope of Works

APPROVAL	
	<hr/> Brenda Guy, Manager of Planning and Development
	<hr/> 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 Municipal Act and regulations.
	<hr/> Melanie Kirkby, CAO

August 1, 2025
Brenda Guy
Manager of Planning and Development
Town of Gananoque
30 King Street E, Gananoque,
Ontario
K7G 2R2

Dear Ms. Guy:

Re: Population, Housing, and Employment Growth Forecast Update for the Town of Gananoque, 2021 to 2056

Provided herein is a proposal letter outlining our proposed approach, schedule and budget to update the Town's population, housing, and employment growth forecast, from the forecast currently in the PlanGAN Gananoque Official Plan, 2021. Since the release of the previous growth forecast, several key factors have contributed to the need to review the long-term forecast for the Town, including:

- Update to the Provincial policy framework with the adoption of Provincial Planning Statement, 2024 (PPS 2024);
- Incorporation of the 2021 population and housing Census results;
- Consideration of Statistics Canada's Population estimates for the Town and broader region;
- Review of most recent growth forecast for the United County of Leeds and Grenville; and
- Updated Ministry of Finance (MOF) population projections for Leeds and Grenville County (Fall 2024).

Our study objective, approach, budget and work schedule are summarized below.

1. Objective

The purpose of this assignment is to update the Town's population, housing, and employment forecast to the year 2056. The updated report will form a key background to the Town's Official Plan (O.P.) and will inform other key municipal documents including, but not limited to, the Town's Development Charges Background Study (D.C.B.S.) and infrastructure master plans.



2. Work Plan

Watson proposes that the work plan be organized into two components:

1. **Phase 1** – Population, Housing, and Employment Growth Forecast to 2056 (five-year increments) and Servicing Capacity Buildout; and
2. **Optional Phase 2** – Land Supply Review and Land Needs Analysis

In accordance with our understanding of the assignment, we have developed our proposed work plan as detailed below.

2.1 Phase 1: Background Review and Growth Projections

2.1.1 *Economic, Socio-Economic and Demographic Profile*

In developing the updated population, housing, and employment forecast, consideration will first be given to recent economic, socio-economic and demographic trends and development patterns, which are anticipated to influence the amount, type and location of residential/non-residential development over the long-term planning horizon.

Using Statistics Canada Census data and other demographic, housing and economic information sources, Watson will develop a demographic and economic profile of the Town of Gananoque as of 2021. This demographic, economic and socio-economic assessment will provide insight regarding future growth trends for Gananoque within the broader context of the surrounding regional market area and the Province as a whole. The proposed demographic and economic profile will help answer the following questions:

- What are the key drivers of future residential and non-residential growth within the Town of Gananoque and the surrounding market area?
- What forms will new housing take within the Town's existing and future neighbourhoods in terms of structural type, mix of uses and density? Who will be the target market groups?
- How will evolving demographic trends impact the structure of the future population, population growth rates and market demand for various forms of new housing?
- What is the influence of current macro-economic conditions and impacts following COVID-19, updates to provincial immigration targets, on near-term and longer-term population and housing growth forecast trends?



2.1.2 Population, Housing, and Employment Forecast, 2021 to 2056

Watson will work with 2016 and 2021 Census data (subject to availability) as well as other relevant data sources (i.e. residential building permit data, Town of Gananoque active housing supply data) to review recent trends and develop a population and housing forecast for the Town. The population and household forecast methodology adopted for this study will be based on a combined approach that incorporates both the traditional “top-down” share analysis growth forecasting techniques and a “bottom-up” household formation methodology. This comprehensive approach is adopted to ensure that both regional demographic trends and local housing market conditions are adequately assessed in developing the long-term growth potential for the Town of Gananoque.

Our analysis will first begin by summarizing recent available provincial and regional population trends and forecasts, including the most recent forecast for United Counties of Leeds and Grenville, as well as the Ministry of Finance Projections for the broader region. Building on this analysis as well as the macro-economic analysis and assessment of growth drivers identified in Task 2.1.1, a population (by major age structure), housing, and employment forecast will be provided for the Town of Gananoque. Forecast trends in population age structure provide important insights with respect to future housing needs based on forecast trends in average household occupancy. Accordingly, housing growth will be generated from the population forecast by major age group using a headship rate forecast.¹

A key assumption regarding the housing forecast relates to forecast trends in average household occupancy or persons per unit (P.P.U.). As the population ages over time, the average P.P.U. in Gananoque is forecast to decline as the ratio of household maintainers per total housing occupants increases. Our team has examined recent housing occupancy trends across many Canadian municipalities and will provide a further examination of recent trends with respect to future housing occupancy in Gananoque. Forecast trends in households by type (i.e. singles/semi-detached, townhouses and apartments) will be developed based on a range of supply and demand considerations. These will be provided in five-year increments from 2021 to 2056 by housing type.

The population growth forecast will also consist of an assessment of seasonal housing growth in the Town. This will include assessment of background trends in seasonal population and housing growth using Statistics Canada Census and MPAC data, forecast of trends in new

¹ A headship rate is defined as the number of primary household maintainers or heads of households by major population age group (i.e. cohort).



seasonal unit growth as well as an assessment of conversions from seasonal to permanent dwellings and associated population and housing growth.

The employment forecast will be partially based on the activity rate method. An activity rate is defined as the number of local jobs in a municipality, divided by the resident population. This approach links future employment growth with forecast population growth, subject to a number of broad-based and localized demographic/economic factors. Further rigour will be provided with respect to the market potential for export-based employment sectors (i.e. primary and industrial), which are not directly driven by population growth. Forecast primary and industrial employment growth potential will be reviewed within the context of anticipated drivers of non-residential development and future prospects, identification of key emerging and growing employment sectors, and a high-level review of the economic competitiveness.

Informed by our review of regional economic conditions and local non-residential development trends, the employment growth forecast will be provided in five-year increments from 2021 to 2056 by major sector/category (i.e. primary, work at home, industrial, commercial, institutional and no fixed place of work).

2.1.3 *Population, Housing, and Employment Forecast, Servicing Capacity Buildout*

As part of this task, Watson will assess existing and planned water and wastewater servicing capacity in terms of equivalent persons and households. This analysis will consider the anticipated residential as well as employment growth that is anticipated to be serviced in the future. The results will be used to estimate the buildout potential for population in the Town, based on the servicing capacity of infrastructure, while ensuring consistency with population and employment forecasts developed in Task 2.1.2.

2.2 Phase 2: Land Supply Review and Land Needs Analysis (Optional)

2.2.1 *Residential Land Supply Analysis*

The residential land supply analysis will be determined by first reviewing the Town's housing supply potential in the development approvals process. The consultant team will review and summarize the potential future housing stock in the development approvals process by housing type and approval status. The Consultant Team will also review and confirm the most current assessment of residential development supply and site plan information provided by the Town Staff. The review of the current inventory of net vacant designated urban lands not currently in the development approvals process will be used to assess longer-term housing supply potential.

An important component of the residential supply analysis also relates to the determination of residential intensification opportunities. If available, Town staff will provide a list of intensification



sites that could accommodate infill and redevelopment opportunities across the entirety of the planning horizon.

2.2.2 *Non-Residential Land Supply Analysis*

This analysis will be based on a review of all existing designated Employment Areas within the Town. Our team will review the Town's most recent available data on vacant employment land inventory. This analysis will then be compared with employment land demand in establishing the potential need for additional employment lands. The Town's net vacant employment lands will be reviewed in terms of:

- Gross and net developable vacant land supply;
- Serviced, serviceable and rural employment lands;
- Utilized vs. underutilized sites and potential for intensification/redevelopment;
- Physical site data (site size and configuration, environmental constraints, parcel fragmentation, etc.);
- Location, proximity to goods movement infrastructure;
- Constrained/non-marketable industrial lands; and
- Potential long-term land vacancy.

2.2.3 *Residential Intensification Analysis*

Section 2.3.1 of the P.P.S., 2024, states that Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities. The draft 2025 Gananoque O.P. further states that the Town shall endeavour to set minimum targets for intensification and redevelopment within the built-up area. Modest residential intensification opportunities are also anticipated in the form of grade-related infill and secondary units. The Consultant Team will provide direction on the long-term residential intensification target for the Town based on an assessment of recent residential development trends, as well as a review of the near-term and longer-term market outlook for residential intensification.

2.2.4 *Residential and Non-Residential Land Needs Analysis*

The Consultant Team will prepare a residential and non-residential urban land needs analysis, which will identify the amount of land needed (timing and quantum) within the Town. Forecast demand will be assessed against available supply to determine the Town's ability to accommodate growth over the 30-year time horizon. Our land needs analysis will identify the relationship with this urban land needs analysis against the servicing capacity buildout analysis.

Forecast demand will then be assessed against available supply to determine the Town's ability to accommodate a three-year supply of serviced housing within draft-approved or registered



plans, a 15-year supply of residential lands designated for new development and intensification, and the ability to accommodate a mix of housing up to a time horizon of 30 years.

3. Report Format

Watson will produce a draft and final report (approx. 20-30 pages and appendices) which documents our findings in accordance with the approach set out in section 2.1. A report write-up summarizing the findings of the optional work plan set out in section 2.2 will also be provided if requested.

4. Study Team

Jamie Cook, Director, would act as an Advisor for this study. Adam Fischer, Manager, will oversee all study components and deliverables related to the proposed assignment. Adam will also be the day-to-day contact for the study. Shaila Taku, Consultant and Kasra Babashahi, Consultant will support Jamie and Adam in undertaking the technical analysis and reporting. A copy of C.V. of team members has been attached as Appendix A.

5. Study Timing

We propose to provide the Town of Gananoque with a draft forecast by late September 2025. The established timeline is based on the assumption that most requested information (subject to availability) is provided to Watson within two weeks of project start-up. Following this, Watson will provide a draft report in late October/early November 2025. Watson would be pleased to discuss the timing of the optional tasks upon the Town's request.

6. Proposed Budget

Our estimated budget to complete the study update is **\$28,800**, including disbursements, excluding taxes (refer to Figure 1). The budget includes one start-up virtual meeting and two virtual meetings to present the draft results to Town staff (via MS Teams).

If the Town would like Watson to conduct the optional residential and non-residential land needs analysis tasks, the additional budget would be **\$20,800**. Combined, the total core and optional budget would result in an overall cost of **\$49,600**.



Figure 1
Town of Gananoque
Long-Term Growth Forecast Update
Budget Estimate

Task	Jamie Cook, Managing Partner	Adam Fischer, Manager	Shaila Taku, Consultant	Kasra Babashahi, Consultant	Total Hours/ Fees
Hourly Rate (2025)	\$ 336	\$ 259	\$ 168	\$ 168	
CORE TASKS					
Macro economic and broader area growth trends review		1.00	6.00		7.00
Review of Official Plan for the United Counties of Leeds and Grenville growth forecast		1.00	4.00		5.00
Review of local permanent and seasonal population, housing and employment trends		1.00	4.00	8.00	13.00
Review of servicing capacity		1.00		4.00	5.00
Permanent population by age structure and headship rate analysis	1.00	2.00	8.00		11.00
Town-Wide Revised Permanent and Seasonal Population and Housing Forecast to 2056 and Servicing Capacity Buildout	1.00	2.00	20.00	6.00	29.00
Town-Wide Revised Employment Forecast to 2056 and Servicing Capacity Buildout	1.00	2.00	10.00	6.00	19.00
Growth Forecast Update Summary Report (15 pages plus appendices)	2.00	4.00	14.00	12.00	32.00
Staff Meeting (3)	3.00	6.00	6.00	6.00	21.00
Project Management		6.00			6.00
Total Hours	8.0	26.0	72.0	42.0	148.0
Sub-Total (Fees)	\$ 2,688	\$ 6,734	\$ 12,096	\$ 7,056	\$ 28,574
Disbursements					\$ 200
Total, Fees & Disbursements, excluding HST (ROUNDED)					\$ 28,800
OPTIONAL TASKS					
Residential Supply and Needs Analysis		4.00	20.00	18.00	42.00
Employment Supply and Needs Analysis		2.00	18.00	16.00	36.00
Reporting	1.00	3.00	8.00	8.00	20.00
Meeting (2 Additional)	1.00	5.00	5.00	5.00	16.00
Total Optional Task Hours	2.00	14.00	51.00	47.00	114.00
Total Fees - Residential and Employment Land Need Analysis	\$670	\$3,630	\$8,570	\$7,900	\$ 20,800
Total Core + Optional Task Budget (excluding HST)					\$ 49,600

We trust that this proposal is in accordance with your requirements and look forward to working with you over the next several months. Please advise if you require any further information.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.


Jamie Cook, MCIP, RPP, PLE
Managing Partner


Adam Fischer, BA, MA, PLE
Manager



Appendix A

Jamie Cook, MCIP, RPP, PLE

Managing Partner



Jamie is a land economics and land-use planning consultant. During his career, he has worked for both the private and public sectors in a variety of positions with increasing responsibility.

Over the past two decades with Watson, Jamie has been a key player in developing the firm's expertise in several core areas, including demographics, growth management, employment lands needs, economic impact analysis, real estate market analysis and municipal finance.

In addition to his technical expertise, Jamie has an extensive background in the policy and legislative framework surrounding municipal finance and planning matters.

Throughout his career, he has developed wide-spread experience working with numerous public sector clients in both urban and rural locations across Canada in the above-mentioned core areas.

In 2018, Jamie and Jack Ammendolia, Managing Partner at Watson, developed the Research, Data Collection & Analysis course for Seneca's Sustainable Planning & Development program. The course was foundational for students interested in starting or advancing a career in sustainable land-use planning and community development.

EDUCATION

1999, Queen's University

Master of Urban and Regional Planning, Land Use and Real Estate, Environmental Planning and Management

1997, British Columbia Institute of Technology

Select Courses in Geographical Information Systems (GIS) and AutoCAD

1996, University of Guelph

Bachelor of Environmental Science (Honours), Natural Resource Management, Resource and Environmental Economics



EMPLOYMENT HISTORY

Current

Managing Partner, Watson & Associates Economists Ltd.

- Carries responsibility for the firm's planning and land economics practice.
- Manages multi-disciplinary projects related to growth management and long-term urban land needs.
- Oversees residential, industrial, and commercial market analysis studies, economic and municipal financial impact analysis studies, including research, computer modelling, report writing and presentations.
- Involved in the preparation of municipal, utility and school board development charge studies.

1999-2000

Policy Advisor, Ministry of Municipal Affairs & Housing

- Analyzed and advised the Office for the Greater Toronto Area and the Minister's office on issues related to land-use planning, municipal infrastructure, telecommunications and regional economic competitiveness.
- Completed research studies, briefing notes, Minister's responses and cabinet submissions related to GTA-wide issues.

1998

Planning Assistant/GIS Specialist, Natural Resources Canada, Strategic Planning Division

- Assisted in the development of an intranet-based facilities management GIS for Natural Resources Canada's nation-wide real property.

1997

Planning/GIS Technician, Regional Municipality of Halton, Planning & Public Works Department

- Assisted municipal planners and engineers with mapping services regarding regional land-use planning, environmental services and transportation projects.

PROFESSIONAL CERTIFICATIONS

- Canadian Institute of Planners (CIP)
- Professional Land Economist (PLE)
- Registered Professional Planner (RPP)



PROFESSIONAL AFFILIATIONS

- Member, Association of Ontario Land Economists
- Member, Canadian Institute of Planners
- Member, Lambda Alpha International Society of Land Economists
- Member, Ontario Professional Planners Institute

EXPERTISE

- Development charges
- Economic impact of development
- EDC growth forecasts
- Employment lands strategies
- Enrolment projections and demographic studies
- Growth management/MCR/OP, secondary plan growth forecasts
- Intensification studies
- Municipal competitiveness
- Municipal financial planning and policy
- Office market studies
- Retail market studies

Adam Fischer, BA, MA, PLE

Manager



Adam is a Professional Land Economist with Watson & Associates Economists Ltd.

Adam has extensive experience in demographic and economic growth studies, growth management strategies, industrial/employment studies, economic impact assessments, affordable housing studies, and software development.

Since joining the firm in 2019, Adam has played a pivotal role in a range of studies across Canada. Adam has managed studies that have explored issues related to long-term land needs, location options for urban expansion, market trends, competitiveness, economic impacts, affordable housing, strategic policy recommendations, and dynamic growth monitoring. Furthermore, Adam has successfully defended his work at the Ontario Land Tribunal (OLT).

EDUCATION

2018, Brock University
Master of Arts, Geography

2015, Brock University
Bachelor of Arts, Geography

EMPLOYMENT HISTORY

Current

Manager, Watson & Associates Economists Ltd.

- Manages and coordinates diverse projects, including growth management studies, employment land strategies, and economic impact assessments.
- Conducts detailed technical analysis, growth modelling, and software development.

2018

Research Assistant, Brock University

- Supported the formal evaluation of Niagara Region's poverty reduction program, the *Niagara Prosperity Initiative*, providing recommendations on best practices.



PROFESSIONAL CERTIFICATIONS

- Professional Land Economist (PLE)

PROFESSIONAL AFFILIATIONS

- Member, Association of Ontario Land Economists

EXPERTISE

- Affordable Housing Studies
- Demographic and Economic Analysis
- Development Charges Growth Forecasts
- Economic Impact Assessments
- Employment Land Strategies
- Growth Management Strategies
- Housing Studies
- Long-term Population, Housing and Employment Growth Forecasts
- Municipal Competitiveness
- Growth Monitoring

Shaila Taku, M.Planning Consultant



Shaila joined Watson in 2020 with a strong background in real estate studies, urban planning, and GIS.

This education and experience make her an asset to Watson and our clients in the areas of demographics, real estate analysis, growth management studies, and urban land needs assessment.

EDUCATION

*2020, The Raymond G. Chang School, Toronto Metropolitan University**
Certificate, Applied Digital Geography and GIS

2012, School of Planning and Architecture, Delhi
Master of Planning with specialization in Urban Planning

2010, School of Planning and Architecture, Delhi
Bachelor of Physical Planning

EMPLOYMENT HISTORY

Current

Consultant, Watson & Associates Economists Ltd.

- Supports the areas of demographics, real estate proformas, housing studies, growth management studies, supply analysis, employment land conversions, and urban land needs.

2020

Associate, Tax Consultant, H&R Block

- Conducted interviews and prepared complete, accurate tax returns for clients.
- Provided tax information and appropriate tax-saving suggestions.

* Toronto Metropolitan University was previously known as Ryerson University



EMPLOYMENT HISTORY cont'd

2013-2018

Associate, Transaction Advisory Services, Ernst and Young India

- Worked on transaction advisory assignments comprising overall project cycle including real estate market research, site selection, preparing concept plans, feasibility study and bid process management (RFQ/RFP Process).
- Prepared research reports for real estate development forums, detailing zoning and building regulations, leading practices and proposals for enhancing and incentivizing real estate investment environment.
- Coordinated and managed projects, consultants and vendors for government clients that included preparing, monitoring, and reporting timelines, consultant's work products, funds utilized for projects.
- Prepared multiple sectoral reports, investment packages and business cases for attracting investment for industrial and economic development.

2012-2013

Research Associate, SPA-HUDCO Research Collaboration – Delhi

- Worked on a research project for assessment of formal housing supply and institutional processes in the delivery of housing for low-income groups.
- Led the preparation of a research report and field activities of two out of four cities chosen as pilot case studies.
- Assessed legal and regulatory framework for development of housing; analyzed quantum of housing supplied to low-income group/economically weaker population vs. official plan guidelines.
- Examined socio-economic features of selected housing projects to assess their current status and level of success in ensuring housing supply to the low-income groups.

EXPERTISE

- Real estate analysis
- Planning/zoning analysis
- Urban land needs
- Land supply analysis
- Growth management studies
- Employment land conversions
- Municipal comprehensive reviews

Kasra Babashahi, BEng, MA

Consultant/Systems Analyst



Kasra joined Watson in 2023 with a strong background in GIS, databases, and economic geography. He successfully completed his master's degree where he examined the financing of Canada's artificial intelligence tech sector through a mixed-methods inquiry.

His capabilities make him a valuable asset at Watson in the areas of data administration, demographics, land needs forecasting and growth management.

EDUCATION

2021, York University
Master of Arts, Geography

2019, Semnan University, Iran
Bachelor's degree, Urban Development Engineering

EMPLOYMENT HISTORY

Current

Consultant, Watson & Associates Economists Ltd.

- Supports the Planning and Land Economics team, specializing in Growth Forecasting, Growth Management and Comprehensive Land Needs Assessments.
- Designs and manages databases for internal use and external products.
- Optimizes systems and workflows to enhance efficiency and productivity across projects.
- Utilizes ArcGIS and/or QGIS to support spatial technical analysis for projects.
- Develops applications for internal use and external products.

2021-2022

Geospatial Analyst, Urban Farm Initiative

- Utilized GIS for location planning.
- Gathered and processed data from municipalities, census, and ArcGIS Rest APIs using Python and automation scripts.



EMPLOYMENT HISTORY cont'd

- Created a database of potential community garden sites using PostgreSQL and PostGIS.
- Analyzed water infrastructure, zoning guidelines, and maps to identify potential sites for community gardens.
- Conducted district-scale socio-economic suitability and impact assessments to develop acquisition priorities.
- Participated in the preparation of site acquisition proposals.

2019-2022

Research Assistant, York University

- Worked on the SSHRC insight grant-funded project “From Entrepreneurship to Rentiership? The Changing Dynamics of Innovation in Technoscientific Capitalism.”
- Conducted a critical discourse analysis of Canadian policy and government documents related to the AI sector utilizing NVivo for qualitative data analysis.
- Constructed a database containing financial, spatial, and IP information of AI startups across Canada, utilizing JSON, SQL, and Python in the process.
- Contacted and interviewed senior and executive-level professionals working in the Canadian AI industry.

2019-2021

Teaching Assistant, York University

- Served as a lab instructor for advanced GIS courses.

2017-2019

GIS Technician & Assistant planner, Arsanbana Architecture and planning consulting firm

- Conducted GIS analysis, managed spatial databases, and created maps.
- Collected data, prepared questionnaires, and conducted interviews and surveys.
- Analyzed demographic information, wrote reports and created presentations.

EXPERTISE

- GIS Analysis
- PostgreSQL
- Automation
- Land Needs Assessments
- Growth Management Studies

From: Christine M
Sent: August 6, 2025 10:19 AM
To: Penny Kelly <clerk@gananoque.ca>
Subject: GPSB Item for Correspondence

Good morning Penny-Please find attached a notice from the Gananoque Police Service Board that we would like to have included under correspondence for the next Gananoque Town Council meeting please.

Thanking you in advance,

--

Christine Milks
Chair
Gananoque Police Service Board

August 4, 2025

Notice from the Gananoque Police Service Board

This disclosure intends to promote transparency and maintain public confidence in the Board's integrity and its' oversight role.

Following a formal complaint made directly to the Inspectorate of Policing ("IOP") John Beddows was suspended from his duties on the Gananoque Police Service Board commencing November 2024, pending the results of an investigation into this complaint. The Board is not aware as to when a decision will be released regarding this complaint as this is at the discretion of the Inspector General ("IG").

The results of this complaint, when released, will be posted on the IOP website (<https://www.iopontario.ca/en/findings>) and the Gananoque Police Service Board (GPSB) website (<https://www.gananoquepoliceservice.com/services>).

Town of Gananoque Bylaw 2025-026, passed March 4, 2025, appointed an alternate council member to the Police Service Board for the remaining term of council due to this suspension.

This notice will be published on the GPSB website.

Gananoque Police Service Board

Christine Milks, Chair



For immediate release
July 16, 2025

OLG ISSUES FIRST QUARTER GAMING REVENUE PAYMENT TO THE TOWNSHIP OF LEEDS AND THE THOUSAND ISLANDS AND GANANOQUE

SAULT STE. MARIE, ON – Ontario Lottery and Gaming Corporation (OLG) is pleased to make a first quarter (April 1 – June 30) payment of \$246,016 each to the Township of Leeds and the Thousand Islands and the Town of Gananoque for hosting Shorelines Casino Thousand Islands.

Since the gaming site opened in June 2002, the Township of Leeds and the Thousand Islands and the Town of Gananoque have each received \$33,832,265.

These payments to host communities are based on a formula in the Municipality Contribution Agreement that is consistently applied across all land-based casino sites in Ontario using a graduated scale of gaming revenue at the hosted site.

“OLG is a strong partner that provides substantial benefits to our region,” said Steve Clark, Member of Provincial Parliament for Leeds–Grenville–Thousand Islands and Rideau Lakes. “In addition to the jobs at Shorelines Casino Thousand Islands, important investments to improve our in our local community are made possible through OLG’s sharing of casino revenue.”

Since 1994, host communities have received almost \$2.3 billion in non-tax gaming revenue.

OLG is proud to share proceeds of casino gaming with local communities, contributing to economic development including infrastructure and job creation. Payments to host communities are part of OLG’s commitment to Ontario, which includes reinvesting 100 per cent of OLG’s profits back into the province.

Over the past nine years, service providers have invested more than \$2.8 billion in private sector capital investment across the province. These investments have led to the development and opening of seven new casinos, one large-scale resort development/expansion, and many gaming floor expansions and new non-gaming amenities.

Celebrating 50 years of wins and giving back! OLG is a crown agency that contributes to a better Ontario by delivering great entertainment experiences for our customers. Acting in a socially responsible way, OLG conducts and manages land-based gaming facilities; the sale of province-wide lottery games; Internet gaming; and the delivery of bingo and other electronic gaming products at Charitable Gaming Centres. OLG is also helping support the horse racing industry in Ontario. OLG has been giving back to Ontario since 1975, generating approximately \$62 billion for the people and the Province to support key government priorities like health care; the treatment and prevention of problem gambling; and support for amateur athletes. Each year profits from OLG’s operations also support host communities, Ontario First Nations, lottery retailers and local charities across the province.



Play for Ontario - 100 per cent of OLG's profits are invested in Ontario

OLG.ca

Follow on X @OLG_ca

Find us on Facebook/Instagram @OLG.ca

PlaySmart.ca

With you every step of the play

ConnexOntario – Problem Gambling Support: 1-866-531-2600


Disponible en français

CONTACT:

OLG MEDIA RELATIONS

1-888-946-6716

Shorelines Casino Thousand Islands
Municipality Contribution Statement
for the quarter ended June 30, 2025
Unaudited results, subject to final reconciliation

Municipality Contribution - Q1		492,032
Municipality Contribution - Q2		
Municipality Contribution - Q3		
Municipality Contribution - Q4		
Total Municipality Contribution - Year to Date		492,032
Township of Leeds and Thousand Islands	246,016	492,032
Town of Gananoque	246,016	
Total Municipality Contribution - Quarterly Payment to the Township of Leeds and the Thousand Islands & Town of Gananoque		492,032
Net to be transferred		492,032
Transferred via EFT		
Numbers have been rounded, consequently certain amounts may not add or cross tabulate. 		
Prepared by OLG Corporate Accounting & Reporting		

South East Health Unit

Media Release

For Immediate release

July 23, 2025

[Board of Health Update for July 2025](#)

The South East Health Unit (SEHU) Board of Health met today in Belleville for their regular monthly meeting. The [agenda package is available online](#).

Governance Committee update

The Board approved the Appointment of External Advisors Policy. The policy ensures that the Medical Officer of Health/CEO or their designate can retain expertise from external advisors subject to budget availability and in alignment with procurement policies. External advisors may include, but are not limited to, legal counsel, financial advisors, accountants, auditors, engineers, and management and human resource consultants. All external advisors must be licensed under the appropriate governing body and will be at arms-length from the members of the BOH and Senior Management. The full policy can be reviewed in the Board package.

The Board also approved a self-evaluation survey which will be completed in the fall. This survey gives Board members a chance to reflect on their work as a governance body and to identify possible areas for improvement. The survey the Board members will be completing can be reviewed in the Board package.

Merger update

A progress update on merger activities was provided to the Board. A significant amount of work is underway to merge the three legacy health units, including, but not limited to:

- Developing an implementation plan to launch the new brand in the fall.
- Assigning program staff to their new teams effective in September.

- Harmonizing projects that cross portfolios, including the electronic medical records, fax system integration, call intake processes, client service standards, medical directives and the website.
- Providing change management webinars for all staff: *Navigating Change at Work* in May and July and *Creating Connections at Work* in August and September.
- Identifying priority policies for review, with the first ones going to the Management Committee on August 21.
- Drafting a document that outlines the values and shared elements of the desired culture based on input from management and staff.
- Continuing work to have a common Microsoft tenant for the organization with an anticipated go-live date of fall 2025.

Meetings

The next meeting of the Board is Aug. 27, 2025.

Media contact:

Maureen Hyland, Communications Specialist

hyland.maureen@hpeph.ca

News Release

For immediate release
August 7, 2025



Level 1 Low Water Condition Confirmed for Cataraqi Region

Kingston ON – Due to the lower-than-normal amount of rainfall for the month of July, Cataraqi Conservation has confirmed a Level 1 Low Water Condition for the Cataraqi Region extending from Napanee in the west to Brockville in the east and north to Newboro, effective today.

“July was very dry; the region received, on average, only 23 per cent of the precipitation it would normally get. As well, all inland streams which are monitored by Cataraqi Conservation and our partners are flowing below the average flow rate for this time of year and many have triggered low water thresholds,” explained Cataraqi Conservation’s Water Resources Technologist Mallory Wright.

“If these conditions persist without an extended period of significant rainfall, it is likely that the Level 1 scenario will remain in place for the time being. There is no sign of relief in the current forecast which may worsen conditions throughout the month of August meaning it is possible that the situation will be upgraded to a Level 2 Low Water Condition at the beginning of September.”

Low water conditions are based upon precipitation and stream flow indicators. A Level 1 Low Water Condition is determined by Cataraqi Conservation and the Cataraqi Region Low Water Response Team as part of the Ontario Low Water Response Program.

A Level 1 Low Water Condition is the first of three levels and is the first indication of a potential water supply problem. A Level 2 ‘Moderate’ condition suggests a potentially serious water supply problem and a Level 3 ‘Severe’ condition indicates a failure of the water supply to meet demand.

Residents on groundwater systems or who draw from inland lakes or streams are asked to voluntarily conserve water by following water conservation practices:

- Reduce non-essential water uses.
- Limit outside watering of plants and lawns. If you must water your lawn, early morning or later evening watering reduces evaporation.
- **Note that lawns naturally become dormant during times of low water and will recover quickly.** Lawns that have turned brown from the drought are not ‘dead,’ the grass has just gone dormant from lack of water. When rainfall returns, the grass will come out of dormancy and perk back up.
- Limit washing vehicles, driveways, and sidewalks. Use a pail of soapy water to wash your car and rinse off quickly with a hose.
- Repair leaky plumbing or fixtures to help curtail water wastage.

Cataraqi Conservation is urging boaters to exercise caution when out on lakes as low water conditions may expose shoals or other obstructions not visible during normal conditions.

Cataraqi Conservation

2069 Battersea Rd., Glenburnie ON, K0H 1S0 • info@crca.ca • 613-546-4228 • CataraqiConservation.ca



If a water well supply becomes low or dry, well owners are encouraged to review the Ontario Government's "Managing your well in times of drought" publication (<https://www.ontario.ca/page/managing-your-water-well-times-water-shortage>), and contact a local licensed water well contractor (<https://www.ontario.ca/page/find-licensed-well-contractors>) to assess the well and provide recommended solutions.

Municipalities may invoke water use bylaws and residents should find out what bylaws are in effect in their municipalities regarding water use as well as outdoor fires.

To help Cataraqi Conservation staff track the spread and seriousness of low water impacts on the region, we are asking for help from the public in collecting this information. If residents have a low water concern, please let us know by filling in this quick online form: <https://survey123.arcgis.com/share/7955b90fe7814d0bbef6f9b870ec6da9>

Cataraqi Conservation will continue to monitor water levels and will provide updates as conditions change.

Media contact for more information:

Krista Fazackerley, Communications & Education Supervisor
(613) 546-4228 ext. 243
kfazackerley@crca.ca

Municipalities contact for more information:

Mallory Wright (Acton), Water Resources Technologist
(613) 546-4228 ext. 234
mwright@crca.ca