

REGULAR COUNCIL MEETING AGENDA
Held on Wednesday, August 12, 2026, at 4:00 PM
In-Person Town Hall Council Chambers 2nd Floor

Teleconference Toll Free Number – 1-833-311-4101
Access Code: 2863 267 5737

Video Conference Link: [Click Here](#)
Access Code: 2863 267 5737

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.	Motion #26-136 – Approval of Minutes – Wednesday, July 15 and Tuesday, July 28, 2026
8.	Veto of Council Motion – Report PD-2026-09 / By-law No. 2023-098
	1. Council Request to Override Mayor's Veto dated July 30, 2026
9.	Public Meeting (Beginning at 5:00 PM)
	1. Proposed Class III Development Permit (DP2026-05) – Operate a Building Contractor's Shop and Manufacturing Plant for the Purposes of Coffee Roasting (Brenda Guy, Manager of Planning and Development – Report Council-PD-2026-10)
	2. Proposed Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – Vacant Lands South of Elmwood and West of Arthur Street (Brenda Guy, Manager of Planning and Development – Report Council-PD-2026-11)
	Due to the size of the Attachments to Report-Council-PD-2026-11, please see Supporting Materials located under Meetings-Council-Wednesday, August 12, 2026, on the Town's website

10.	Unfinished Business
	John Morrison, Treasurer
	Council-FIN-2026-27 – Information Technology (IT) Services
11.	Staff Reports
	Andrew Dickson, Fire Chief
	Council-FIRE-2026-05 – Fire Department – First (1 st) and Second (2 nd) Quarter Update
	John Morrison, Treasurer
	Council-FIN-2026-26 – 2026 Quarter Two (Q2) Forecast & Budget Variance
	Council-FIN-2026-28 – 2026 Quarter Two (Q2) Community Grant Program
	Council-FIN-2026-29 – Ontario Infrastructure and Lands Corporation (“OILC”) Legal Team Request to Town
	Melanie Kirkby, CAO
	Council-CAO-2026-11 – 2023 to 2026 Legal Costs by Category
	Penny Kelly, Clerk
	Council-CSC-2026-05 – Request for Extended Event Hours – Music Video Filming
12.	Motions (Council Direction to Staff)
	1. E-Scooter Information Report – Mayor John Beddows
13.	Correspondence
	1. Trees and Trails Advisory Panel – Request to Council – McLean Memorial Forest
	2. Prostate Cancer Awareness Month – Request to Light Up Town Hall in Blue (+Mayor’s Response)
	3. Mayor Beddows – Open Letter to Council
	4. Cataraqui Region Conservation Authority (CRCA) – 2027 Budget – Draft Review
	5. Ontario Lottery and Gaming (OLG) Corporation – First Quarter Gaming Revenue Payment
14.	Notice Required Under the Notice By-law – None
15.	Committee Updates (Council Reps)
16.	Discussion of Additional Items
17.	Questions from the Media

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.

18.	Closed Session
	☒ A Position, Plan, Procedure, Criteria or Instruction to be Applied to any Negotiations Carried On or to be Carried on by or on Behalf of the Municipality or Local Board • Two (2) Items
	☒ Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees • One (1) Item
19.	Confirmation By-law
	By-law No. 2026-070 – Confirm the proceedings of Council for the meeting held on Wednesday, August 12, 2026
20.	Next Meeting: Wednesday, September 2, 2026 @ 5:00 PM
21.	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.

REGULAR COUNCIL MEETING MINUTES
Held on Wednesday, July 15, 2026, at 5:00 PM
Held Virtually and In-Person

Council Members Present		Staff Present
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown	Penny Kelly, Clerk / CEMC
	Anne-Marie Koiner	Lynsey Zufelt, Deputy Clerk
	Vicki Leahey	Brenda Guy, Manager of Planning and Development
	David Osmond	David Armstrong, Manager of Public Works
		Jeff Johnston, Manager of Parks, Recreation and Facilities
		John Morrison, Treasurer
Regrets:	Matt Harper	
	Patrick Kirkby	

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 5:00 PM
2.	Disclosure of Pecuniary Interest – None
3.	Canadian National Anthem
	• The National Anthem was sung.
4.	Land Acknowledgement Statement
	• Mayor Beddows read the Land Acknowledgement Statement
5.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)
	• A Member of the public spoke to Reports on the Agenda
6.	Disclosure of Additional Items – None
***At this point, Mayor Beddows moved to Report Council-LIB-2026-01 – Gananoque Public Library Quarterly Report and invited Rachel Brown, Library CEO to present the report.	
7.	Unfinished Business
Council-UTIL-2026-12 – East End Pumping Station (EEPS) – Monthly Project Update	
	Motion #26-126 – East End Pumping Station (EEPS) – Monthly Project Update Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVE THE EAST END PUMPING STATION – MONTHLY PROJECT UPDATE REPORT FOR INFORMATION, AS PRESENTED IN REPORT COUNCIL UTIL-2026-12. CARRIED – UNANIMOUS
8.	Approval of Minutes – Wednesday, June 17 and Thursday, July 2, 2026
	Motion #26-125 – Approval of Minutes – Wednesday, June 17 and Thursday, July 2, 2026 Moved By: Councillor Koiner Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF WEDNESDAY, JUNE 17TH, 2026, AND ITS SPECIAL COUNCIL MINUTES OF THURSDAY, JULY 2ND, 2026. CARRIED – UNANIMOUS

	3. INSTALLATION OF “ROUGH IN” PLUMBING FOR ANYTHING MORE THAN A SINGLE TOILET AND SINK IN A DETACHED GARAGE WILL TRIGGER A REQUIREMENT TO INSTALL SEPARATE LATERAL WATER AND WASTEWATER SERVICES AND A SEPARATE METER TO SERVICE THE GARAGE IN QUESTION, AND; 4. DETACHED GARAGES WITH SEPARATE LATERAL WATER AND WASTEWATER SERVICES AND A SEPARATE METER WHICH HAS NOT BEEN ISSUED AN OCCUPANCY PERMIT ARE NOT REQUIRED TO PAY THE WATER & WASTEWATER CAPITAL LEVY BUT MUST STILL PAY FOR CONSUMPTION.
	CARRIED – 4 Ayes, 1 Nay
	***At this point, Deputy Mayor vacated the Chair. ***Mayor Beddows resumed the Chair.
11.	Correspondence
	1. Ministry of Municipal Housing and Affairs (MMAH) – Response to Town of Gananoque’s 2026 Deemed Budget – Request to Extend 2. Ministry of Municipal Housing and Affairs (MMAH) – Amendments to Strong Mayor Framework 3. Children’s Mental Health of Leeds and Grenville (CMHLG) Local 441 – Request for Support
12.	Notice Required Under the Notice By-law
	1. Mayor Beddows advised that a Public Meeting will be held on Wednesday, August 12, 2026, at 5:00 PM to consider a proposed Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – Vacant Lands South of Elmwood and West of Arthur Street.
13.	Committee Updates (Council Reps)
	Postponed to August 12, 2026
14.	Discussion of Additional Items – None
15.	Questions from the Media – None
16.	Closed Session
	- Moved by Mayor Beddows that the Council of the Town of Gananoque, in accordance with Section 239.2 of the <i>Municipal Act</i>, moves into Closed Session at 8:02 PM for the purpose of discussing: - Two (2) items under 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; - Four (4) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, regarding Champions of Gananoque, Appointment to Cataraqui Source Protection Committee and two (2) Human Resources matters, and; - One (1) item under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose regarding a Judicial Review update.
	CARRIED – UNANIMOUS
17.	Move Out of Closed Session at 9:44 PM.
	Open Session resumed at 9:45 PM, with the following Council Members present: Deputy Mayor Leakey, Councillors Brown, Koiner and Osmond.
18.	Reporting Out of Closed Session
	Deputy Mayor Leakey advised that a Closed Meeting was held. Council discussed two (2) items under 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. There is nothing to report out on the first item, Council will consider a recommendation regarding the second item.

	• Council also discussed four (4) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. There is nothing to report out of on two (2) items, and; Council will consider two (2) recommendations on the other matters. • Council further discussed one (1) item under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose, regarding a Judicial Review update. There is nothing to report out on this item. • Council will now consider the following recommendations.
	By-law No. 2026-066 – Amend By-law No. 2025-011 – Extend Agreement with United Counties of Leeds and Grenville (UCLG) Physician Recruitment Moved By: Councillor Osmond Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY- LAW NO. 2026-066, BEING A BY-LAW TO AMEND BY-LAW NO. 2025-011, A BY-LAW TO SIGN A JOINT PARTY AGREEMENT FOR HEALTHCARE RECRUITMENT BETWEEN THE UNITED COUNTIES OF LEEDS AND GRENVILLE (UCLG), CITY OF BROCKVILLE, AND THE TOWN OF PRESCOTT, TO EXTEND THE TERM TO JANUARY 31, 2028, AS PRESENTED IN CLOSED SESSION. CARRIED – UNANIMOUS
	Motion #26-132 – Champions of Gananoque Program – 2026 Award Recipients Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AWARDS THE CHAMPIONS OF GANANOQUE TO: 1. CLIFFORD FELTHAM 2. MARK GARRAH AND; 3. LUCAS GORDON. AND FURTHER THAT THE ABOVE NAMES BE ETCHED ON THE PLAQUE LOCATED AT THE ENTRANCE OF THE LOU JEFFRIES ARENA. CARRIED – UNANIMOUS
	Motion #25-133 – Cataraqui Source Protection Committee Appointment – Ben MacNeil Moved By: Councillor Osmond Seconded By: Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS THE APPOINTMENT OF BEN MACNEIL, UTILITIES COMPLIANCE COORDINATOR, TO SERVE ON THE CATARAQUI SOURCE PROTECTION COMMITTEE AS THE AREA REPRESENTATIVE FOR A THREE-YEAR TERM BEGINNING SEPTEMBER 2026. CARRIED – UNANIMOUS
19.	Confirmation By-law
	By-law No. 2026-063 – Confirming By-law – July 15, 2026 Moved By: Deputy Mayor Leakey Seconded By: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-063, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON WEDNESDAY, JULY 15TH, 2026, BE READ THREE TIMES AND FINALLY PASSED THIS 15TH DAY OF JULY 2026. CARRIED – UNANIMOUS
20.	Next Meeting: Regular Council – Wednesday, August 12, 2026 at 5:00 PM

21.	Adjournment	
	Moved By: Deputy Mayor Leakey Be it resolved that the Council of the Town of Gananoque hereby adjourns the Wednesday, July 15 th , 2026, regular meeting of Council at 9:50 PM. CARRIED – UNANIMOUS	
	_____ John S. Beddows, Mayor	_____ Penny Kelly, Clerk

SPECIAL COUNCIL MEETING MINUTES

Held on Tuesday, July 28, 2026, at 1:00 PM

Held Virtually

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

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 (Only Addressing Motion(s) or Reports on the Agenda) – None
4.	Staff Reports

Council-FIN-2026-25 – Municipal Insurance Policy

Motion #26-134 – Municipal Insurance Policy – July 29, 2026 to July 29, 2027
Moved By: Councillor Brown **Seconded By:** Councillor Koerner
 BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE:

1. APPROVE THE RENEWAL OF THE TOWN'S MUNICIPAL INSURANCE PROGRAM WITH INTACT PUBLIC ENTITIES THROUGH HALPENNY INSURANCE BROKERS LTD. FOR THE POLICY PERIOD JULY 29, 2026, TO JULY 29, 2027, AT AN ANNUAL PREMIUM OF \$414,227, EXCLUDING APPLICABLE TAXES;
2. APPROVE THE RENEWAL OF THE TOWN'S CYBER LIABILITY INSURANCE WITH CFC UNDERWRITING FOR A \$2,000,000 AGGREGATE LIMIT AT AN ANNUAL PREMIUM OF \$11,295, PLUS APPLICABLE TAXES AND SUBJECT TO SATISFACTION OF THE INSURER'S BACKUP AND INCIDENT-RESPONSE REQUIREMENTS;
3. RENEW THE TOWN'S AUTOMOBILE INSURANCE WITH ITS EXISTING STATUTORY ACCIDENT-BENEFIT SELECTIONS AND NOT ADD OPTIONAL ACCIDENT BENEFITS AT THIS TIME, PENDING A REVIEW OF ANY GAPS BETWEEN THE AUTOMOBILE POLICY, WSIB AND THE TOWN'S EMPLOYEE BENEFIT PROGRAMS,

AS PRESENTED IN REPORT COUNCIL-FIN-2026-25.

CARRIED – UNANIMOUS

	By-law No. 2026-068 – Municipal Insurance Policy Renewal Agreements Moved By: Deputy Mayor Leakey Seconded By: Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-068, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN THE REQUIRED AGREEMENTS, AS PRESENTED IN REPORT COUNCIL-FIN-2026.25. CARRIED – UNANIMOUS		
Council-PD-2026-08 – Castlegrove Subdivision – Part Lot Control (Plan 28M-26)			
	By-law No. 2026-069 – Castlegrove Subdivision – Part Lot Control (Plan 28M-26) Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-069, BEING A BY-LAW TO EXEMPT BLOCKS 9 AND 10 WITHIN PLAN 28M-26 CASTLEGROVE SUBDIVISION TO PERMIT THE DIVISION OF LAND THROUGH SECTION 50 OF THE <i>PLANNING ACT</i>, PART LOT CONTROL; AND FURTHER, THAT COUNCIL DELEGATES ITS AUTHORITY TO THE MANAGER OF PLANNING AND DEVELOPMENT FOR PLAN 28M-26 CASTLEGROVE REGARDING THIS MATTER, AS PRESENTED IN REPORT COUNCIL PD-2026-08. CARRIED – UNANIMOUS		
Council-PD-2026-09 – Unopen Road Allowance – Birch Street			
	Motion #26-135 – Unopen Road Allowance – Birch Street Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE MAYOR AND CLERK TO SIGN THE CONSENT LETTER FOR THE PROPERTY KNOWN AS THE UNOPEN ROAD ALLOWANCE OF BIRCH STREET FROM SECOND STREET TO THIRD STREET FROM THE OWNER “JACO INVESTMENTS” TO “THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD.” AS PER THE PURCHASE AND SALE AGREEMENT; AND FURTHER THAT THE TOWN ACKNOWLEDGES THAT IT WILL NOT EXERCISE THE RIGHTS TO REPURCHASE THE UNOPEN ROAD ALLOWANCE, AS PRESENTED IN COUNCIL REPORT PD-2026-09. CARRIED – 3 Ayes, 1 Nay		
5.	Questions from the Media – None		
6.	Confirmation By-law		
	By-law No. 2026-067 – Confirming By-law – Tuesday, July 28, 2026 Moved By: Mayor Beddows Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-067, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS SPECIAL MEETING HELD ON TUESDAY, JULY 28TH, 2026, BE READ THREE TIMES AND FINALLY PASSED THIS 28TH DAY OF JULY 2026. CARRIED – UNANIMOUS		
7.	Next Meeting(s): Wednesday, August 12, 2026 at 5:00 PM		
8.	Adjournment		
	Moved By: Mayor Beddows Be it resolved that Council hereby adjourns this special meeting of Council at 1:44 PM. CARRIED – UNANIMOUS		
<table><tr><td> John S. Beddows, Mayor</td><td> Penny Kelly, Clerk</td></tr></table>		John S. Beddows, Mayor	Penny Kelly, Clerk
John S. Beddows, Mayor	Penny Kelly, Clerk		

July 30, 2026

The Council of the Corporation of the Town of Gananoque

Subject: VETO of Council Motion – Report PD-2026-09 / By-Law 2023-098

Good day,

At the special Council meeting of July 28th, 2026 and in her Report PD-2026-09, Manager of Planning and Development Brendy Guy recommended that Council pass the following motion:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE MAYOR AND CLERK TO SIGN THE CONSENT LETTER FOR THE PROPERTY KNOWN AS THE UNOPEN ROAD ALLOWANCE OF BIRCH STREET FROM SECOND STREET TO THIRD STREET FROM THE OWNER "JACO INVESTMENTS" TO "THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD." AS PER THE PURCHASE AND SALE AGREEMENT;

AND FURTHER THAT THE TOWN ACKNOWLEDGES THAT IT WILL NOT EXERCISE THE RIGHTS TO REPURCHASE THE UNOPEN ROAD ALLOWANCE, AS PRESENTED IN COUNCIL REPORT PD-2026-09

That motion, as recommended, passed by a vote of 3 "Ayes" to 1 "Nay". I voted against the motion. Here is context, and an explanation for the reasons why.

Background and Special Council Meeting of 28 July 2026

As we all know, in a previous decision, Council approved the sale of the unopened Birch Street road allowance to the developer (JACO Investments) as a condition of approval of the **Class III Development Permit – DP2022-08 – 460 Second Street – Jaco Investments Ltd. (+Report Council-PD-2023-14)** which was passed by Council on July 18, 2023. That development is currently under construction.

Built into the sale agreement between the Corporation of the Town of Gananoque and JACO Investments were clauses that enabled the Corporation, at its discretion, to repurchase the road allowance in question from JACO Investments under the following conditions:

Within the Purchase and Sale Agreement, the Town may exercise the Option to Repurchase if:



(a) Within twenty-four (24) months of the date of registration of the Transfer of the Lands to the Purchaser, the Purchaser fails to obtain an occupancy permit for a building on the Lands having a minimum gross floor area of two thousand (2,000) square feet in accordance with an approved plan; or

(b) Prior to obtaining an occupancy permit, the Purchaser sells, transfers or otherwise disposes of the Lands or any part thereof to any third person without the prior written consent of the Town, except for the purpose of securing the Lands in favour of a bona fide commercial lender in connection with a builder's mortgage.

It is essential to note that this contract of sale, and the conditions in it, were entered into voluntarily and with full knowledge by both parties; JACO Investments Limited and its' owner(s) and the Corporation of the Town of Gananoque. There are no surprises here.

At the Special Council meeting of July 28th, 2026, and given that I was assured that both "JACO Investments" and "The Birch Street Retirement Living Development Ltd." have the same owner, I stated that I supported the transfer in ownership from one to the other.

I also asked if the purchaser, JACO Developments had, by the end of the twenty-four (24) months, obtained an occupancy permit that complied with the condition in the Purchase and Sale agreement. The Manager of Planning and Development's answer was "no". I then asked why we, Council, hadn't been made aware when the condition was unfulfilled after 24 months, but didn't get an answer.

I then expressed to the Councillors in attendance that I had serious concerns about whether the Corporation's interests would be served by surrendering a lever designed to ensure rapid construction of housing that is needed in our community. I did not and am not asserting that doing so would be in the best interests of the community at this time, or for that matter in the future, but the outright surrender of leverage built into a contract is not good business. I made that point to the other Council members at the meeting, and said that I didn't believe surrendering leverage was in the interest of the Corporation and that I could not support doing so.

Despite this, a point of order was raised by a member of Council to call a vote on the motion as recommended. This prevented the severance of the two paragraphs of the motion into two motions. The entire motion passed by a vote of 3-1 with, as noted above, myself as the only dissenting vote. The outcome of this motion is an amendment to Schedule B of By-Law 2023-098, the Option to Repurchase Agreement.

Strong Mayor Powers

In 2025, and following an election in which the platform of the Progressive Conservative Party of the Province of Ontario was endorsed with an absolute majority of seats, and an absolute majority of votes here in our riding, “strong mayor” powers were extended to more municipalities, including the Corporation of the Town of Gananoque. This is a profoundly democratic process given that municipalities are, under the Canadian Constitution, creatures of the Province and that municipalities, their elected officials and some municipal employees have the responsibilities, obligations, authorities and municipal government structure assigned to them by the Province and defined by Act, statute and regulation.

It must also be noted that an absolute majority of our fellow riding residents voted in support of the Progressive Conservative candidate and thereby endorsed the Progressive Conservative platform.

The Ontario Municipal Councillor’s Guide (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/10-strong-mayor-powers-and-duties>) states in Section 10. Strong mayor powers and duties, that:

“Some strong mayor powers are related to provincial priorities that are identified in the following regulation. Provincial priorities include the following:

- building 1.5 million new homes by December 31, 2031
- constructing and maintaining infrastructure to support housing, including:
 - transit
 - roads
 - utilities
 - servicing”

Explicit to the purpose of delegation of strong mayor powers is the construction of new housing and there’s a built-in goal and a timeline: 1.5 million new homes no later than December 31, 2031.

The outright surrender of any leverage that could potentially help a municipality enforce a planning agreement for housing construction and advance Provincial housing goals, in my analysis, achieves the opposite of the stated purpose that underlies the delegation of strong



mayor powers and potentially impedes municipal advancement on the Provincial priorities which they are supposed to help fulfil as they relate to housing.

Amending a By-law to remove a clause intended to provide leverage, if needed, that could be used to drive timelines for housing construction and help advance Provincial housing priorities cannot be in the interests of the Corporation of the Town of Gananoque.

Exercise of Veto

Therefore, under Bill 3, the *Strong Mayors, Building Homes Act*, 2022, which amended the *Municipal Act*, 2001, I, John Beddows, Mayor of the Town of Gananoque, have decided as follows:

I exercise my authority to veto the decision of Council at the Special Meeting of Council on July 28th, 2026, in which Council approved the recommended motion from the Manager of Planning's report PD-2026-09 and the amendment of By-Law No. 2023-098 including Schedule "A" of the By-Law (Agreement of Purchase and Sale (Commercial)) & Schedule "B" of the By-law (Option to Repurchase Agreement) and by which Council decided to surrender a lever built into a sale agreement signed voluntarily by all parties which, at need, could potentially be used to accelerate construction of new housing in the Town of Gananoque and help us contribute to Provincial housing objectives.

Yours in service,

John S. Beddows, CD1, MPA

Mayor

The Corporation of the Town of Gananoque

30 King St. E., Gananoque ON, K7G 1E9

613-382-2149 Ext. 1119

Fax: 613-382-8587

CC

Ms. Penny Kelly
Clerk of the Corporation

Ms. Lynsey Zufelt
Deputy Clerk of the Corporation

Attachments

1. Special Council Meeting Agenda – Held on Tuesday, July 28, 2026, at 1:00 PM - Virtual Only
2. Special Council Meeting Minutes - Held on Tuesday, July 28, 2026, at 1:00 PM - Held Virtually
3. Council Report PD -2026-09 - Unopen Road Allowance – Birch Street – Author Brenda Guy, Manager of Planning and Development
4. By-Law 2023-098 - BEING A BY-LAW TO STOP UP AND CLOSE THE UNOPENED ROAD ALLOWANCE OF BIRCH STREET, FOR THE PURPOSE OF RESIDENTIAL DEVELOPMENT, AND AUTHORIZE THE MAYOR AND CLERK TO SIGN THE AGREEMENT OF PURCHASE AND SALE – Including Annex A and Annex B and all supporting documents thereunto
5. The Ontario municipal councillor's guide – Section 10 – Strong Mayor Powers and Duties



SPECIAL COUNCIL MEETING AGENDA
Held on Tuesday, July 28, 2026, at 1:00 PM
Virtual Only

Teleconference Toll Free Number – 1-833-311-4101
Access Code: 2869 209 1893

Video Conference Link: [Click Here](#)
Access Code: 2869 209 1893

1.	Call Meeting to Order
2.	Disclosure of Pecuniary Interest & General Nature Thereof
3.	Public Question/Comment (Only Addressing Motion(s) or Reports on the Agenda)
4.	Staff Reports
	John Morrison, Treasurer
	Council-FIN-2026-25 – Municipal Insurance Policy 
	Brenda Guy, Manager of Planning and Development
	Council-PD-2026-08 – Castlegrove Subdivision – Part Lot Control (Plan 28M-26) 
	Council-PD-2026-09 – Unopen Road Allowance – Birch Street 
5.	Questions from the Media
6.	Confirmation By-law
	By-law No. 2026-067 – Confirm the proceedings of Council for the special meeting held on Tuesday, July 28, 2026
7.	Next Meeting: Wednesday, August 12, 2026 @ 5:00 PM
8.	Adjournment

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



SPECIAL COUNCIL MEETING MINUTES

Held on Tuesday, July 28, 2026, at 1:00 PM

Held Virtually

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

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 (Only Addressing Motion(s) or Reports on the Agenda) – None
4.	Staff Reports
Council-FIN-2026-25 – Municipal Insurance Policy	
	Motion #26-134 – Municipal Insurance Policy – July 29, 2026 to July 29, 2027 Moved By: Councillor Brown Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE: - APPROVE THE RENEWAL OF THE TOWN'S MUNICIPAL INSURANCE PROGRAM WITH INTACT PUBLIC ENTITIES THROUGH HALPENNY INSURANCE BROKERS LTD. FOR THE POLICY PERIOD JULY 29, 2026, TO JULY 29, 2027, AT AN ANNUAL PREMIUM OF \$414,227, EXCLUDING APPLICABLE TAXES; - APPROVE THE RENEWAL OF THE TOWN'S CYBER LIABILITY INSURANCE WITH CFC UNDERWRITING FOR A \$2,000,000 AGGREGATE LIMIT AT AN ANNUAL PREMIUM OF \$11,295, PLUS APPLICABLE TAXES AND SUBJECT TO SATISFACTION OF THE INSURER'S BACKUP AND INCIDENT-RESPONSE REQUIREMENTS; - RENEW THE TOWN'S AUTOMOBILE INSURANCE WITH ITS EXISTING STATUTORY ACCIDENT-BENEFIT SELECTIONS AND NOT ADD OPTIONAL ACCIDENT BENEFITS AT THIS TIME, PENDING A REVIEW OF ANY GAPS BETWEEN THE AUTOMOBILE POLICY, WSIB AND THE TOWN'S EMPLOYEE BENEFIT PROGRAMS, AS PRESENTED IN REPORT COUNCIL-FIN-2026-25. CARRIED – UNANIMOUS

	By-law No. 2026-068 – Municipal Insurance Policy Renewal Agreements Moved By: Deputy Mayor Leakey Seconded By: Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-068, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN THE REQUIRED AGREEMENTS, AS PRESENTED IN REPORT COUNCIL-FIN-2026.25. CARRIED – UNANIMOUS
Council-PD-2026-08 – Castlegrove Subdivision – Part Lot Control (Plan 28M-26)	
	By-law No. 2026-069 – Castlegrove Subdivision – Part Lot Control (Plan 28M-26) Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-069, BEING A BY-LAW TO EXEMPT BLOCKS 9 AND 10 WITHIN PLAN 28M-26 CASTLEGROVE SUBDIVISION TO PERMIT THE DIVISION OF LAND THROUGH SECTION 50 OF THE <i>PLANNING ACT</i>, PART LOT CONTROL; AND FURTHER, THAT COUNCIL DELEGATES ITS AUTHORITY TO THE MANAGER OF PLANNING AND DEVELOPMENT FOR PLAN 28M-26 CASTLEGROVE REGARDING THIS MATTER, AS PRESENTED IN REPORT COUNCIL PD-2026-08. CARRIED – UNANIMOUS
Council-PD-2026-09 – Unopen Road Allowance – Birch Street	
	Motion #26-135 – Unopen Road Allowance – Birch Street Moved By: Councillor Brown Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE MAYOR AND CLERK TO SIGN THE CONSENT LETTER FOR THE PROPERTY KNOWN AS THE UNOPEN ROAD ALLOWANCE OF BIRCH STREET FROM SECOND STREET TO THIRD STREET FROM THE OWNER "JACO INVESTMENTS" TO "THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD." AS PER THE PURCHASE AND SALE AGREEMENT; AND FURTHER THAT THE TOWN ACKNOWLEDGES THAT IT WILL NOT EXERCISE THE RIGHTS TO REPURCHASE THE UNOPEN ROAD ALLOWANCE, AS PRESENTED IN COUNCIL REPORT PD-2026-09. CARRIED – 3 Ayes, 1 Nay
5.	Questions from the Media – None
6.	Confirmation By-law
	By-law No. 2026-067 – Confirming By-law – Tuesday, July 28, 2026 Moved By: Mayor Beddows Seconded By: Councillor Kolner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-067, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS SPECIAL MEETING HELD ON TUESDAY, JULY 28TH, 2026, BE READ THREE TIMES AND FINALLY PASSED THIS 28TH DAY OF JULY 2026. CARRIED – UNANIMOUS
7.	Next Meeting(s): Wednesday, August 12, 2026 at 5:00 PM
8.	Adjournment
	Moved By: Mayor Beddows Be it resolved that Council hereby adjourns this special meeting of Council at 1:44 PM. CARRIED – UNANIMOUS
John S. Beddows, Mayor Penny Kelly, Clerk	



Report Council – PD-2026-09

Date: July 28, 2026 ☐ **IN CAMERA**

Subject: Unopen Road Allowance – Birch Street

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

RECOMMENDATION:
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE MAYOR AND CLERK TO SIGN THE CONSENT LETTER FOR THE PROPERTY KNOWN AS THE UNOPEN ROAD ALLOWANCE OF BIRCH STREET FROM SECOND STREET TO THIRD STREET FROM THE OWNER "JACO INVESTMENTS" TO "THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD." AS PER THE PURCHASE AND SALE AGREEMENT;

AND FURTHER THAT THE TOWN ACKNOWLEDGES THAT IT WILL NOT EXERCISE THE RIGHTS TO REPURCHASE THE UNOPEN ROAD ALLOWANCE, AS PRESENTED IN COUNCIL REPORT PD-2026-09.

STRATEGIC PLAN COMMENTS:
2. Champion a Strong and Sustainable Local Economy - 3) Improve the conditions and opportunities for planned, responsible housing.

BACKGROUND:
In 2023, the Town sold the unopen road allowance of Birch Street from Second to Third Street to Jaco Investments. By-law 2023-098 was passed to stop and close the unopened portion in order for the Mayor and Clerk to sign the Purchase and Sale Agreement.

The lands were to merge with the abutting property.

INFORMATION/DISCUSSION:
The purchase and sale of the unopen Birch Street road allowance was a condition of approval for the development. The lands for development included 15 buildings with 4 units for a total of 60 dwelling units which was originally on three parcels of land (Appendix 1).

At the time of application and development the lands were in the name of Jaco Investments Ltd. The owner of Jaco Investments Ltd. has merged all of the lands for the development under "The Birch Street Retirement Living Development Ltd." which is the same owner to clean title. This was undertaken under instrument number LE156111.

In order to complete the legal requirements for the purchase and sale and secure funding the Town has been requested to agree to the transfer and additionally forgo the option to repurchase.

Within the Purchase and Sale Agreement, the Town may exercise the Option to Repurchase if:

(a) Within twenty-four (24) months of the date of registration of the Transfer of the Lands to the Purchaser, the Purchaser fails to obtain an occupancy permit for a building on the Lands having a minimum gross floor area of two thousand (2,000) square feet in accordance with an approved plan; or

(b) Prior to obtaining an occupancy permit, the Purchaser sells, transfers or otherwise disposes of the Lands or any part thereof to any third person without the prior written consent of the Town, except for the purpose of securing the Lands in favour of a bona fide commercial lender in connection with a builder's mortgage.

The intent around the right to repurchase would be undertaken should/if/when the owner did not develop the lands and the Town was in a scenario where the lands were left vacant and/or undeveloped. Given this was originally municipal property, it provides the Town with an option to repurchase. Repurchase price is 90% of the purchase price (\$60,000).

At this time, the owner has six open building permits.

From the Town's perspective, the unopened road allowance has not been constructed, as it serves as the access route to the development. Staff are of the opinion that the development is actively underway and that the developer is continuing to make progress on the construction of the dwelling units. As such, considering an option to repurchase the property would not be in the Town's best interest.

APPLICABLE POLICY/LEGISLATION:

Planning Act, Purchase and Sale Agreement

FINANCIAL CONSIDERATIONS:

n/a

CONSULTATIONS:

n/a

ATTACHMENTS:

Attachment 1 – The Birches illustrating unopen road allowance

Attachment 2 – LE156110 Transfer of Jaco to Birch Street Retirement

Attachment 3 – Letter for Issuance

APPROVAL	
	Brenda Guy, Manager of Planning and Development
	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.
	Melanie Kirkby, CAO

Attachment 1 – The Birches



Report Council-PD-2026-09, Attachment 2

LRO # 28 Transfer

Received as LE156111 on 2024 05 17 at 14:51

The applicant(s) hereby applies to the Land Registrar.

yyyy mm dd Page 1 of 3

Properties

PIN44253 - 0763 LT

Interest/EstateFee Simple

DescriptionLOT 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199 & 200 WEST GANANOQUE RIVER PLAN 86, SAVE & EXCEPT PART 1 PLAN 28R5713 AND PART 1, 28R15833; LOT 125, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140 WEST GANANOQUE RIVER, PLAN 86; BIRCH STREET, PLAN 86 BETWEEN SECOND STREET & THIRD STREET (CLOSED BY BYLAW NO. 2023-098 AS IN LE151577); TOWN OF GANANOQUE

AddressBIRCH STREET
GANANOQUE

Consideration

Consideration\$560,000.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

NameJACO INVESTMENTS LTD.

Address for Service3140 Woodburn Rd, Joyceville, ON, K0H 1Y0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.

This document is not authorized under Power of Attorney by this party.

Transferee(s)	Capacity	Share
NameTHE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD. Address for Service3140 Woodburn Rd, Joyceville, ON, K0H 1Y0	Registered Owner	

Signed By

Arden Kathleen Deir

280 King St. East
Gananoque
K7G 1G5

acting for
Transferor(s)

Signed2024 05 17

Tel613-382-2112

Fax613-382-8107

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards.

I have the authority to sign and register the document on behalf of all parties to the document.

Arden Kathleen Deir

280 King St. East
Gananoque
K7G 1G5

acting for
Transferee(s)

Signed2024 05 17

Tel613-382-2112

Fax613-382-8107

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards.

I have the authority to sign and register the document on behalf of all parties to the document.

Submitted By

CLARKE & WRIGHT PROFESSIONAL CORPORATION

280 King St. East
Gananoque
K7G 1G5

2024 05 17

Tel613-382-2112

Fax613-382-8107

Fees/Taxes/Payment

Statutory Registration Fee\$69.95

Provincial Land Transfer Tax\$7,675.00

Total Paid\$7,744.95

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 44253 - 0763 LOT 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199 & 200 WEST GANANOQUE RIVER PLAN 86, SAVE & EXCEPT PART 1 PLAN 28R5713 AND PART 1, 28R15833; LOT 125, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140 WEST GANANOQUE RIVER, PLAN 86; BIRCH STREET, PLAN 86 BETWEEN SECOND STREET & THIRD STREET (CLOSED BY BYLAW NO. 2023-098 AS IN LE151577); TOWN OF GANANOQUE

BY: JACO INVESTMENTS LTD.

TO: THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD. Registered Owner

1. JEFFREY FREDERICK KENNETH MCEWEN

I am

- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- ☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- ☐ (c) A transferee named in the above-described conveyance;
- ☐ (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) () above.
- ☒ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for THE BIRCH STREET RETIREMENT LIVING DEVELOPMENT LTD. described in paragraph(s) (c) above.
- ☐ (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

2. I have read and considered the definition of "single family residence" set out in subsection 1(1) of the Act. The land being conveyed herein:
- does not contain a single family residence or contains more than two single family residences.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$560,000.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$560,000.00
(h) VALUE OF ALL CHATTELS -Items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$560,000.00

6. Other remarks and explanations, if necessary.

1. The information prescribed for purposes of section 5.0.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.
2. The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "Greater Golden Horseshoe Region", "specified region", "spouse" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act and O. Reg 182/17. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
3. (c) The transferee(s) is not a "foreign entity" or a "taxable trustee".
4. The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
5. The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.
6. I acknowledge that the personal information collected in the provincial land transfer tax statements provided in this conveyance is being collected by the Ministry of Finance under the authority of the Land Transfer Tax Act, R.S.O. 1990, c. L.6, as amended ("the Act"), and that the personal information may be used for purposes of the administration or enforcement of the Act, other tax statutes, and for purposes of compiling statistical information and of developing and evaluating economic, tax and fiscal policy. (Note: Personal information collected under section 5.0.1 of the Act that accompanies this conveyance can be used only to administer and enforce the Act. De-identified data collected under section 5.0.1 can be used to compile statistical information and develop and evaluate economic, tax and fiscal policy.)

PROPERTY Information Record

A. Nature of Instrument: Transfer
LRO 28 Registration No. LE156111 Date: 2024/05/17

B. Property(s): PIN 44253 - 0763 Address BIRCH STREET
GANANOQUE Assessment -
Roll No

C. Address for Service: 3140 Woodburn Rd, Joyceville, ON, K0H 1Y0

D. (i) Last Conveyance(s): PIN 44253 - 0763 Registration No. LE151630
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes ☒ No ☐ Not known ☐

E. Tax Statements Prepared By: Arden Kathleen Delr
280 King St. East
Gananoque K7G 1G5

Report Council-PD-2026-09, Attachment 3



July 22, 2026

Emma Cotman-Wright: [REDACTED]@cswan.com
Marlene MacHattie: [REDACTED]@cswan.com
Jeff McEwen : jeff [REDACTED]
Rachelle Cooper : rachelle [REDACTED]

TO: The Birch Street Retirement Living Development Ltd.
AND TO: The Bank of Nova Scotia

Re: Consent to Transfer, Consent to Charge, and Waiver of Option to Repurchase Property: Birch Street, Plan 86, between Second Street and Third Street, Gananoque, Being all of PIN 44253-0522 (LT) (the "Lands") Option to Repurchase Agreement registered as Instrument No. LE151632 (the "Option Agreement")

We write on behalf of The Corporation of the Town of Gananoque (the "Town") with respect to the above-noted Lands, which are subject to the Option Agreement dated September 19, 2023, between Jaco Investments Ltd. (the "Optionor") and the Town.

Pursuant to the Option Agreement, the Town hereby provides its consent to the sale, transfer, and disposition of the Lands by Jaco Investments Ltd. to The Birch Street Retirement Living Development Ltd. (the "Transferee").

The Town further consents to the registration of a charge/mortgage and related security in favour of The Bank of Nova Scotia against the Lands, and to any subsequent charge registered immediately thereafter, in connection with the Transferee's financing of the Lands.

The Town confirms that it will not exercise its option to repurchase the Lands as set out in the Option Agreement and releases and discharges all rights under the Option Agreement. For greater certainty, the Town hereby waives any right it may have to exercise the right to repurchase under the Option Agreement.

Yours truly,

John Beddows, Mayor

Penny Kelly, Clerk

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2023-098

BEING A BY-LAW TO STOP UP AND CLOSE THE UNOPENED ROAD ALLOWANCE OF BIRCH STREET, FOR THE PURPOSE OF RESIDENTIAL DEVELOPMENT, AND AUTHORIZE THE MAYOR AND CLERK TO SIGN THE AGREEMENT OF PURCHASE AND SALE

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 held a Public Meeting on July 18, 2023, regarding a Class III Development Permit (DP2022-08) Application for the development of a fifteen (15) residential building, containing four (4) dwelling units in each, and; a utility building to be constructed on the subject lands;

AND WHEREAS reviewed Report Council-PD-2023-14, and concurs with the staff recommendation and passed Motion #23-155;

AND WHEREAS the aforementioned Motion set out conditions prior to issuance of a Development Permit, one of which stated "THAT THE DEVELOPER OBTAIN APPROVAL FROM COUNCIL FOR THE PURCHASE AND SALE OF THE UNOPENED ROAD ALLOWANCE OF BIRCH STREET TO INCLUDE A BY-LAW TO BE PASSED TO STOP UP AND CLOSE THE ROAD ALLOWANCE AND THE LANDS BE MERGED IN TITLE";

AND WHEREAS on August 15, 2023, in Closed Session, Council received Report-PD-2023-IC-01 regarding the sale of lands being the unopened road allowance of Birch Street from Second to Third Street to Jaco Investments Ltd., and provided direction to the Chief Administrative Officer (CAO) to negotiate the sale;

AND WHEREAS on September 19, 2023, Council reviewed the Agreement of Purchase and Sale between Jaco Investments Ltd., and the Town of Gananoque to sell the unopened road allowance legally described as BIRCH ST PL 86 BTN SECOND ST & THIRD ST; GANANOQUE; BEING ALL OF PIN 44253-0522 (LT), in the amount of \$60,000;

AND WHEREAS Council directed staff to read in Open Session a recommendation to pass a By-law authorizing the Mayor and Clerk to sign the said Agreement of Purchase and Sale with the Jaco Investments Ltd., as outlined in Closed Session on September 19, 2023;

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 lands municipally known as "the unopened road allowance of Birch Street", and; legally described as BIRCH ST PL 86 BTN SECOND ST & THIRD ST; GANANOQUE; BEING ALL OF PIN 44253-0522 (LT), hereby be stopped up and closed.

1.2 That the Mayor and Clerk are hereby authorized to sign the Agreement of Purchase and Sale with Jaco Investments Ltd., in the amount of \$60,000.

1.3 That the Purchase of said lands merge in Title with the abutting lands.

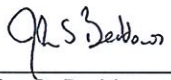
2. **SCHEDULE:**

2.1 Attached to and forming part of this By-law is the Agreement of Purchase and Sale, marked as Schedule 'A'.

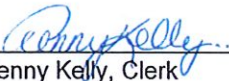
3. **EFFECTIVE DATE:**

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 19th day of September 2023.



John S. Beddows, Mayor



Penny Kelly, Clerk

(Seal)

SCHEDULE "B"

Option to Repurchase Agreement

THIS OPTION TO REPURCHASE AGREEMENT made this 18th day of September, 2023

BETWEEN:

JACO INVESTMENTS LTD.

(the "Optionor")

OF THE FIRST PART

AND:

THE CORPORATION OF THE TOWN OF GANANOQUE

(the "Town")

OF THE SECOND PART

WHEREAS the Optionor purchased from the Town those lands more particularly described as Birch Street Plan 86 between Second Street and Third Street, Gananoque, Being all of PIN 44253-0522 (LT) (the "Lands");

AND WHEREAS for the purpose of selling the Lands, the Town relied on representations made by the Optionor that:

- (i) the Optionor would construct a building or buildings on the Lands in accordance with a plan(s) approved by the Town and obtain an occupancy permit for it within twenty-four (24) months from the date of purchase of the Lands; or
- (ii) the Optionor would not sell, transfer or otherwise dispose of all or any part of the Lands prior to completion of the building or buildings without the prior written consent of the Town, except for the purpose of securing the Lands in favour of a *bona fide* commercial lender in connection with a builder's mortgage;

AND WHEREAS for the purpose of securing its obligations, the Optionor has agreed to grant an option to repurchase the Lands to the Town in accordance with the terms of this agreement.

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the parties agree each with the other as follows:

In this agreement,

1. The Optionor hereby grants to the Town an option to repurchase the Lands (the "Option").
2. The Town may exercise the Option if:
 - (a) Within twenty-four (24) months of the date of registration of the Transfer of the Lands to the Purchaser, the Purchaser fails to obtain an occupancy permit for a building on the Lands having a minimum gross floor area of two thousand (2,000) square feet in accordance with an approved plan; or
 - (b) Prior to obtaining an occupancy permit, the Purchaser sells, transfers or otherwise disposes of the Lands or any part thereof to any third person

without the prior written consent of the Town, except for the purpose of securing the Lands in favour of a *bona fide* commercial lender in connection with a builder's mortgage.

3. If the Town has the right to exercise the Option in accordance with Clause 2 above, it may exercise its right by written notice delivered to the Optionor and any other person who may appear from the abstract of title for the Lands to have an interest in the Lands as follows:
 - (a) If the Optionor has failed to obtain an occupancy permit as required in sub-clause 2(a) above, at any time prior to the earlier of
 - i. the date on which an occupancy permit is issued; or
 - ii. the ten (10) year anniversary of the date of registration of the Transfer for the Lands to the Optionor; or
 - (b) In the case of a sale, transfer or other disposition of the Lands contrary to sub-clause 2(b) above, at any time within 60 days from the date on which the Town is notified in writing that the Optionor has sold, transferred or otherwise disposed of the Lands.
4. The purchase price to be paid by the Town if it exercises the Option shall be an amount equal to ninety percent (90%) of the purchase price paid by the Optionor to originally acquire the Lands from the Town.
5. The purchase transaction shall close 30 days following the date the Town delivers notice exercising the Option (the "Closing Date").
6. The Town shall have the right, subsequent to delivery of notice exercising the Option to enter onto the Lands, by itself or by its agents or contractors, to conduct such environmental assessment of the Lands as the Town may, at its cost, determine necessary or prudent and, if dissatisfied with the results of such assessment, the Town shall have the right to not proceed with the purchase of the Lands.
7. The Optionor shall indemnify and save harmless the Town from any and all claims of every nature and kind which may be made against the Town whether for damages or otherwise as a result of the Lands containing as at the Closing Date any contaminant or pollutant within the meaning of the *Environmental Protection Act* (Ontario), or any other substances which may be considered hazardous or dangerous to the health of persons or to the environment under any other legislation of the Province of Ontario or Canada applicable therein. Without limiting the obligation of the Optionor aforesaid, such obligation to indemnify shall exist with respect to claims against the Town for damages to persons or property or for the costs of complying with any orders for clean up of the Lands which may be issued under any legislation or by any Court of competent jurisdiction in respect of any contamination existing at the Closing Date. This obligation of the Optionor to indemnify the Town shall survive the Closing Date.
8. The Town shall take title to the Lands at the time of closing free of all mortgages, liens and encumbrances existing against the Lands that were registered subsequent to the registration of this Option to Repurchase Agreement; provided that the Town shall pay the Option Price,
 - (a) Firstly, on account of any unpaid property taxes, interest and penalties for the Lands
 - (b) Secondly, to all persons, other than the Optionor, having an interest in the Lands according to their priority at law; and
 - (c) Thirdly, to the Optionor.

9. The Transfer of Land shall, except for the Land Transfer Tax Affidavit, be prepared in registerable form by and at the expense of the Optionor.
10. If the Town tenders the Option Price on the Closing Date and the Optionor fails or refuses for any reason to deliver to the Town a deed to the Lands in registerable form, the Town may deposit the Option Price with the solicitors for the Town for and on behalf of and in the name of the Optionor. Upon the deposit being made, the Town shall be deemed conclusively to be the owner of the land, and the Optionor hereby irrevocably constitutes and appoints the Chief Administrative Officer of the Town as its lawful attorney to execute all deeds and other documents necessary to complete the purchase and sale of the Lands.
11. It is the intention of the parties that the foregoing rights to re-purchase in favour of the Town shall create an interest in the Lands and, despite any decision by the Town to not exercise its right at a particular time, shall continue and be binding on all subsequent owners of the land until the rights expire at the prescribed time.
12. This agreement shall enure to the benefit of and be binding upon the parties hereto and their respective personal representatives, successors and assigns.

IN WITNESS WHEREOF the parties hereto have entered into this agreement as at the date first set out above.

SIGNED, SEALED AND DELIVERED

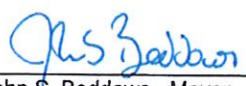
in the presence of :

JACO INVESTMENTS LTD.


Per: Jeffrey McEwen, President

I have the Authority to bind the Corporation

THE CORPORATION OF THE TOWN OF
GANANOQUE


John S. Beddows - Mayor


Penny Kelly - Clerk

We have the Authority to bind the Corporation

Previous (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/9-fiscal-context>)

Next (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/11-land-use-planning>)

10. Strong mayor powers and duties

Overview

In some municipalities, the head of council has additional powers and duties, known as strong mayor powers and duties. This section of the guide outlines differences in the role of head of council and the municipal council, the municipal budget process, accountability and transparency rules for the head of council and the rules for filling a vacant head of council seat in these municipalities where strong mayor rules apply.

These additional strong mayor powers and duties apply to the head of council in any designated municipality, regardless of whether they are called “mayor” or another term, such as “chair” or “warden”.

Designated municipalities

Additional strong mayor powers and duties for the head of council apply only to designated municipalities. A designated municipality includes a municipality designated under this regulation (<https://www.ontario.ca/laws/regulation/220530>) and the City of Toronto.

Provincial priorities

Some strong mayor powers are related to provincial priorities that are identified in the following regulation (<https://www.ontario.ca/laws/regulation/220580>) . Provincial priorities include the following:

- building 1.5 million new homes by December 31, 2031
- constructing and maintaining infrastructure to support housing, including:
 - transit
 - roads
 - utilities
 - servicing

Powers and duties for the head of council and council in strong mayor municipalities

Appoint a chief administrative officer

The head of council can choose to appoint their municipality's chief administrative officer.

Hire municipal division heads and change organizational structure

The head of council can hire municipal division heads, excluding certain statutory positions. Positions that are excluded from this power include:

- the clerk or deputy clerk
- a treasurer or deputy treasurer
- an Integrity Commissioner
- an Ombudsman
- an Auditor General

- a registrar, as described in section 223.11 (<https://www.ontario.ca/laws/statute/01m25#BK263>) of the Act
- a chief building official, as defined in the *Building Code Act, 1992* (<https://www.ontario.ca/laws/statute/92b23>)
- a chief of police
- a fire chief, as defined in the *Fire Protection and Prevention Act, 1997* (<https://www.ontario.ca/laws/statute/97f04>)
- a medical officer of health, as defined in the *Health Protection and Promotion Act* (<https://www.ontario.ca/laws/statute/90h07>) .
- other officers or heads of divisions required to be appointed under *the Municipal Act, 2001* (<https://www.ontario.ca/laws/statute/01m25>) , the *City of Toronto Act, 2006* (<https://www.ontario.ca/laws/statute/06c11>) or any other Act
- any other persons identified in regulation (<https://www.ontario.ca/laws/regulation/r22530>)

The head of council can also choose to create and re-organize the structure of the municipality.

When making any changes to the organizational structure of the municipality, the head of council and municipality are subject to legal requirements including any terms in existing collective agreements or contracts that may apply.

Create, assign functions and appoint chairs of committees

The head of council can create new committees of council made under the *Municipal Act, 2001* (<https://www.ontario.ca/laws/statute/01m25>) and *City of Toronto Act, 2006* (<https://www.ontario.ca/laws/statute/06c11>) , where all members are council members and assign their functions. The head of council is also able to appoint the chairs and vice-chairs of such committees of council.

Bring forward matters for council consideration related to provincial priority

The head of council can bring forward matters for council consideration if they are of the opinion that considering the matter could potentially advance a provincial priority in this regulation (<https://www.ontario.ca/laws/regulation/220580>) .

When bringing forward such a matter for council consideration, the head of council should consider whether any rules with respect to notice and public consultation apply to the exercise of a particular municipal authority.

By-law power related to provincial priorities

The head of council can propose certain municipal by-laws if they are of the opinion that the proposed by-law could potentially advance a prescribed provincial priority in this regulation (<https://www.ontario.ca/laws/regulation/220580>). When using this power, the head of council can only propose by-laws made under:

- the *Municipal Act, 2001* (<https://www.ontario.ca/laws/statute/01m25>)
- the *City of Toronto Act, 2006* (<https://www.ontario.ca/laws/statute/06c11>)
- the *Planning Act* (<https://www.ontario.ca/laws/statute/90p13>)
- section 2 of the *Development Charges Act* (<https://www.ontario.ca/laws/statute/97d27>)

When proposing the by-law, the head of council must provide a copy of the proposed by-law and their reasons for the proposal to the clerk and each member of council. The head of council can require council to consider and vote on the proposed by-law at a meeting (despite any rules in a local procedure by-law). By-laws proposed by the head of council using this power are passed if more than one-third of all council members vote in favour of the by-law. The head of council is also able to vote on passing the by-law.

Note: municipal procedure by-laws and by-laws related to filling a vacancy on council are excluded from this power. There is also a separate process related to proposing the municipal budget. Read “Municipal budget process” in this section for more information.

Veto power and council override

The head of council can choose to veto certain by-laws if they are of the opinion that all or part of the by-law could potentially interfere with a provincial priority in this regulation (<https://www.ontario.ca/laws/regulation/220580>). Only by-laws approved by council made under the *Municipal Act, 2001* (<https://www.ontario.ca/laws/statute/01m25>), the *City of Toronto Act, 2006* (<https://www.ontario.ca/laws/statute/06c11>), the *Planning Act* (<https://www.ontario.ca/laws/statute/90p13>) and

section 2 of the *Development Charges Act* (<https://www.ontario.ca/laws/statute/97d27>) may be vetoed by the head of council.

Note: there is a separate veto process related to the municipal budget. Read “Municipal budget process” in this section for more information.

It is up to the head of council to determine if they will consider vetoing a by-law, regardless of whether they attend a council meeting.

The head of council must provide written notice to council of their intent to consider vetoing the by-law on or before two days after council voted in favour of the by-law.

Note: municipalities may wish to work with their head of council to develop local practices and procedures that could shorten the two-day period before by-laws are deemed to be passed. For example, heads of council may wish to explore providing written approval of certain by-laws the day council votes in favour of the by-law, in order to facilitate faster passage.

If the head of council decides to use their veto within 14 days after the day council voted in favour of the by-law, the head of council must provide a written veto document (which includes the veto and reasons for the veto) to the clerk on the day they use the veto power. The clerk must then share the written document with each member of council by the next business day and also make the written document available to the public.

Council override

If the head of council uses their veto power, council then has the ability to override the veto. Within 21 days after the clerk provides the written veto document to the members of council, council may override the veto if two-thirds of all council members vote to override the veto. During this process, the head of council remains as a member of council for council decision-making with one vote.

Direct staff

The head of council can direct staff to do certain things related to their additional powers and duties. Direction from the head of council to staff under this authority must be provided in writing. For example, the head of council could direct staff to

undertake research and provide advice on policies and programs or to implement any decisions related to their additional powers and duties.

For more information on written documentation requirements for the head of council, please see Accountability and transparency rules for head of council in this section.

For more information about these powers and duties for the head of council, see the legislation and in particular, the following sections:

- 284.3 (<https://www.ontario.ca/laws/statute/01m25#BK361>)
- 284.5 (<https://www.ontario.ca/laws/statute/01m25#BK363>)
- 284.6 (<https://www.ontario.ca/laws/statute/01m25#BK364>)
- 284.8 (<https://www.ontario.ca/laws/statute/01m25#BK366>)
- 284.10 (<https://www.ontario.ca/laws/statute/01m25#BK368>)
- 284.11 (<https://www.ontario.ca/laws/statute/01m25#BK369>)
- 284.16 (<https://www.ontario.ca/laws/statute/01m25#BK374>)

Delegating certain powers

The head of council may delegate certain strong mayor powers to council. These include the following:

- appointing a chief administrative officer
- creating, assigning functions and appointing chairs of committees of council

The head of council may also delegate certain strong mayor powers to either council or the municipality's chief administrative officer (if one is appointed). These include the following:

- hiring certain municipal division heads
- changing the organizational structure of a municipality

Municipal budget process

Municipal budgets help define priorities for service delivery and projects each year. The budget process for designated municipalities is outlined in this regulation (<https://www.ontario.ca/laws/regulation/r22530>) . It is a local responsibility to determine the scope of a head of council's powers and how they apply in the municipality's particular circumstances.

Annual budget process

The head of council is required to propose the budget for the municipality each year by February 1. The head of council must share the proposed budget with each member of council and the municipal clerk and make it available to the public. If the head of council does not propose the budget by February 1, council must prepare and adopt the budget.

After receiving the proposed budget from the head of council, council can amend the proposed budget by passing a resolution within a 30-day review period. The head of council then has 10 days from the end of the council review period to veto any council amendment. To veto a council amendment, the head of council must provide written documentation of the veto and rationale to each member of council and the municipal clerk on the day of the veto. Within a 15-day period after the head of council's veto period, council may override the head of council's veto of a council amendment if two-thirds of all council members vote to override the veto.

There are mechanisms in place to enable council and the head of council to shorten their respective review, veto and override periods. For example, council could pass a resolution to shorten their review and override period and the head of council could provide written documentation to members of council and the municipal clerk to shorten the veto period.

At the end of this process, the resulting budget is deemed to be adopted by the municipality.

As part of the strong mayor budget process, heads of council and municipal councils may wish to consider a multi-year vision focusing on achieving longer term plans.

In-year budget amendments

The head of council is also able to initiate and prepare in-year budget amendments to raise additional amounts from property tax. The head of council may propose the budget amendment by sharing the proposed budget amendment with each member of council and the municipal clerk and making it available to the public.

After receiving the proposed budget amendment from the head of council, council can amend the proposed budget amendment by passing a resolution within a 21-day review period. The head of council then has 5 days from the end of the council review period to veto any council amendment. To veto a council amendment, the head of council must provide written documentation of the veto and rationale to each member of council and the municipal clerk on the day of the veto. Within a 10-day period after the head of council's veto period, council may override the head of council's veto of a council amendment to the proposed budget amendment if two-thirds of all council members vote to override the veto.

There are mechanisms in place to enable council and the head of council to shorten their respective review, veto and override periods. For example, council could pass a resolution to shorten their review and override period and the head of council could provide written documentation to members of council and the municipal clerk to shorten the veto period.

At the end of this process, the resulting budget amendment is deemed to be adopted by the municipality.

Accountability and transparency rules for head of council

Section 2 of the guide outlines the legislated accountability and transparency framework (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/2-accountability-and-transparency>) for all members of council in Ontario, including the head of council. In municipalities with strong mayor powers, the head of council is also subject to additional rules.

For example, when the head of council uses any of these additional powers or

duties, they are required to provide written documentation to the municipal clerk and members of council by the next business day. They must also make this written documentation available to the public. It is up to the municipality to work with their head of council to establish a process for making this documentation available to the public. For example, a municipality may wish to consider creating an online repository for written documentation.

Note: there are separate written documentation requirements for the head of council when using the veto power and by-law power related to provincial priorities and for the municipal budget process.

Additionally, when a head of council directs municipal staff to do certain things related to these additional strong mayor powers and duties, they must do so in writing and are required to provide written documentation to the municipal clerk and chief administrative officer (if one is appointed) by the next business day.

Municipalities and the head of council may wish to work together to determine a local process for sharing written documentation that considers general accountability and transparency requirements, as well as confidentiality requirements.

The head of council is also subject to rules in the *Municipal Conflict of Interest Act* (<https://www.ontario.ca/laws/statute/90m50>) that limit the use of their strong mayor powers or duties when they have certain pecuniary (financial) interests in a municipal matter. If the head of council is prohibited from preparing aspects of the budget due to a financial interest, the council can pass a resolution to amend the budget to address the matter. The head of council cannot veto these amendments. See the Accountability and Transparency (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/2-accountability-and-transparency#section-4>) section of this guide for more information on *Municipal Conflict of Interest Act* matters.

Municipal Election years

There are special rules for when the head of council can propose the budget for the year immediately following an election-year. In addition, there are also limits on the head of council's powers during an election year. See *O. Reg. 530/22* (<https://www.ontario.ca/laws/regulation/220530>)

www.ontario.ca/laws/regulation/220530) for more information.

Filling a vacant head of council seat

At times, a head of council's seat may become vacant. Municipalities that have strong mayor powers are required to fill the head of council's seat through a by-election (see section 284.12 (<https://www.ontario.ca/laws/statute/01m25#BK370>) of the Act).

Note: in the event of a dual vacancy where a lower-tier head of council also sits as a member on the upper-tier council, the lower-tier municipality (not the upper-tier) is required to fill the vacancy (see section 263(2) (<https://www.ontario.ca/laws/statute/01m25#BK333>) of the Act).

A vacant head of council seat must be declared vacant at the next council meeting after the seat becomes vacant (except in situations where the vacancy is due to death of the head of council).

The rules for municipal by-elections would apply. For example, after declaring the vacancy, council has 60 days to pass a subsequent by-law to initiate the by-election. Nominations can be filed once the by-law has been passed. Municipalities continue to have flexibility within these timelines. For example, they could wait the full 60 days to pass the by-law if municipal staff need time to plan and prepare for the by-election.

Additionally, a municipality is not required to fill the position if a head of council's seat becomes vacant within 90 days before voting day in the year of a regular election.

If a head of council's seat becomes vacant after March 31 in the year of a regular municipal election, the municipality is required to appoint a head of council. This appointed head of council would not have these additional powers and duties outlined in this section of the guide.

These rules are specific to the head of council and do not impact the flexibility designated municipalities have in deciding how to fill other vacant council seats

(<https://www.ontario.ca/document/ontario-municipal-councillors-guide/6-changes-council-composition#section-1>) .

For certain upper-tier municipalities, there are different rules for filing a vacant head of council seat. See section 218.1 (<https://www.ontario.ca/laws/statute/01m25#BK244>) of the *Municipal Act, 2001* for information on which municipalities are affected and the applicable rules.

Strong mayor powers and duties do not transfer to an interim or acting head of council. Once a new head of council takes office, that person will be able to exercise the strong mayor powers and duties. The head of council may choose to delegate certain strong mayor powers. If the head of council chooses to delegate certain powers, these powers can still be exercised by the individual(s) to whom the powers were delegated to, in the event that head of council's seat becomes vacant.

Helpful considerations: section 10

- Be aware of the legal framework within which your municipality must operate and whether your municipality is a designated municipality.
- Familiarize yourself with all of the following:
 - the provincial priorities as the use of certain strong mayor powers is related to them.
 - the roles of the head of council and council in a designated municipality.
 - the municipality's policies and procedures (for example, procedure by-law, council-staff relations policy) and consider whether updates are necessary.
 - the *Municipal Conflict of Interest Act*, which sets out a primary set of ethical rules for council and local board members regarding pecuniary (financial) conflicts of interest.
- If you are the head of council of a designated municipality:
 - you must follow all legal requirements when exercising your strong mayor powers and duties.

- it is your duty to prepare and propose the municipal budget by February 1 (if you do not, council must prepare and adopt the budget).
- you should consider whether to delegate certain strong mayor powers that could continue to be exercised when you are away.
- The council of a designated municipality may override a head of council veto by a two-thirds vote or approve certain by-laws proposed by the head of council by a more than one-third vote. These thresholds refer to all council members of the municipality, regardless of their presence at the council meeting or if they are on a leave of absence.

Previous (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/9-fiscal-context>)

Next (<https://www.ontario.ca/document/ontario-municipal-councillors-guide/11-land-use-planning>)

Updated: July 23, 2026
Published: July 07, 2023

Council Report-PD-2026-10

Date: August 12, 2026

☐ **IN CAMERA**

Subject: DP2026-05 – 215 James A Brennan Road (Graham – Songwood Contracting)

Author: Brenda Guy, Manager of Planning and Development

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES DEVELOPMENT PERMIT DP2026-05 GRAHAM (SONGWOOD CONTRACTING LTD) AT 215 JAMES A BRENNAN ROAD, TO INCLUDE A BUILDING CONTRACTOR'S SHOP, SMALL-SCALE MANUFACTURING AND CONSTRUCTION OF A SECONDARY BUILDING PROVIDED THE FOLLOWING CONDITIONS ARE MET:

- A GRADING AND DRAINAGE PLAN TO BE SUBMITTED TO THE SATISFACTION OF THE PUBLIC WORKS DEPARTMENT;
- THE OWNER COMPLY WITH THE ONTARIO FOOD PREMISES LEGISLATION TO THE SATISFACTION OF THE SOUTHEAST PUBLIC HEALTH UNIT;
- THE OWNER ENTER INTO A DEVELOPMENT PERMIT AGREEMENT WITHIN ONE YEAR OF THE NOTICE OF DECISION OR THE APPROVAL MAY LAPSE; 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-2026-10.

STRATEGIC PLAN COMMENTS:

2. Champion a Strong and Sustainable Local Economy - 3) Improve the conditions and opportunities for planned, responsible housing.

BACKGROUND:

Songwood Contracting Ltd., owners of the property at 215 James A Brennan Road have applied for a Development Permit (DP2025-05). The application is for a change of use to operate a Building Contractor's Shop and small scale manufacturing for the purposes of coffee roasting. Additionally, the applicant is seeking approval for the construction of a secondary building for the purposes of storage.

Refer to Planning Report meeting date of July 28, 2026, attached for complete background and review of the application before Council.

INFORMATION/DISCUSSION:

At the meeting of July 28, 2026, Planning Advisory Committee (PAC) considered the application for 215 James A. Brennan Road and the following motion was passed:

PAC-COA-PSC Motion #2026-18 – DP2026-05 – 215 James A. Brennan Road**Moved by:** Anne-Marie Koiner**Seconded by:** Lynda Garrah

BE IT RESOLVED THAT PLANNING ADVISORY recommends to Council that they have no objection to Development Permit DP2026-05 Songwood Contracting Ltd. at 215 James A. Brennan Road, to operate a proposed contractor office and coffee roasting in an existing building consisting of 226m² and construct a new contracting storage building consisting of 279m² on the property subject to the following:

- A grading and drainage plan to be submitted to the satisfaction of the Public Works Department;
- The Owner comply with the Ontario Food Premises legislation to the satisfaction of the Southeast Public Health Unit;
- The Owner enter into a Development Permit Agreement within one year of the Notice of Decision or the approval may lapse; 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, Drawings and Supporting Information

APPROVAL	Brenda Guy, Manager of Planning and Development 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. Melanie Kirkby, CAO
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Planning Report, Application, Drawings and Supporting Information

PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, JULY 28, 2026

SUBJECT: DP2026-05 – 215 JAMES A. BRENNAN ROAD
CLASS III DEVELOPMENT PERMIT

Background:

Property: 215 JAMES A. BRENNAN ROAD

Legal Description: LEEDS CON 1 PT LOT 13

Official Plan: EMPLOYMENT LANDS

Development Permit: EMPLOYMENT DISTRICT

Lot Coverage: 60%

Purpose and Effect:

To operate a building contractor's shop for Songwood Contracting Ltd. and coffee roasting in the existing building consisting of 226m² in the dimensions of 12.3m x 18.4m.

The request includes the construction of an additional L-shaped building to the northeast of the existing building for the purpose of a storage building.

Parking will be located along the front of the property, with a delivery area in front of each building and an outdoor storage area to the rear of the proposed new building.

Background:

The proposed change of use converts an existing building formerly used as an automotive body shop to a building contractor's shop in the Employment District of the Development Permit By-law. Additionally a portion of the existing building is to be used for coffee roasting production. A new storage building will be located to the north on a level area.

The property has frontage along James A Brennan Road, is located across from a welding business and backs onto municipal property. A vacant lot is located on the south side and an electrical contractor is located to the north. The property has one vehicular access into the site. A number of shipping containers on site will be removed as an outdoor storage area is proposed to be located to the rear of the new contracting

storage building which will not be visible from the street. Existing mature trees are located along the rear of the property.

Angled parking spaces will be buffered with trees planted along the front of the property and a delivery area has been identified in front of the existing and proposed building.



View of the Front of 215 James A. Brennan Road

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-planning-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, recreation, parks and open space, and other uses to meet long-term needs.

2.4 Strategic Growth Areas

2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.
2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:
 - a) to accommodate significant population and employment growth;

2.8 Employment

2.8.1 Supporting a Modern Economy

1. Planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
- b) providing opportunities for a diversified economic base;
- d) encouraging *intensification* of employment uses and compatible, compact, mixed-use development to support the achievement of *complete communities*;

2.8.2 Employment Areas

1. Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses, and ensure that the necessary *infrastructure* is provided to support current and projected needs.
2. Planning authorities shall protect *employment areas* that are located in proximity to *major goods movement facilities and corridors*, including facilities and corridors identified in provincial transportation plans, for the *employment area* uses that require those locations.

3.6 Sewage, Water and Stormwater

2. *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety.

COMMENT:

The proposed use is consistent with policies as set out in the Provincial Planning Statement supporting a complete community and contributing to employment.

OFFICIAL PLAN:

Goals and Objectives (3.4.1) Employment Lands

The goal of the Employment Lands is to support the expansion of the Town's employment base through flexible land use policies which recognize the dynamic nature of a changing regional economy.

The objectives of this designation are to:

1. To provide for commercial and industrial uses which require larger land areas;
2. To ensure access to efficient transportation links;
3. To provide commercial and industrial development opportunities which will not result in land use conflicts in accordance with Ministry of Environment Guideline on Compatibility Between Industrial Facilities and Sensitive Land Uses;
4. To enhance economic development opportunities within the Town of Gananoque.

Permitted Uses:

Development within the Employment Lands shall generally take place in the form of an industrial, business or commercial park. The following uses relate to the current proposal in the Employment Lands:

1. Manufacturing and processing
2. Heavy equipment and recreational vehicle sales and service
3. Open storage
4. Service commercial uses ancillary to the above
5. Other commercial uses appropriate or compatible with an industrial/commercial mixed-use area or business park.

Employment Lands Policies (3.4.2.)

Council through zoning and site plan control shall endeavor to maintain the character and scale of the development in the Employment Lands area and to ensure appropriate regulatory control.

Site Plan Control shall apply to new or expanded trade and industry uses in order to regulate the physical character of development and to ensure compatibility with established land uses. Particular attention will be placed on appropriate buffering of the permitted uses from adjacent non-compatible uses as well as ensuring that there is sufficient and immediate access to transportation links.

COMMENT:

The change of use from an automotive body shop to a building contractor's shop with coffee roasting will contribute to a diversified economic base on James A Brennan Road. The site will be intensified with the addition of a proposed contracting storage building.

The proposed use and new structure are compatible with the established land uses on James A Brennan Road. The location provides for good access and connectivity to Highway 401.

Development Criteria (5.4.4)

In addition to the policies established for the Employment Lands policy area, general development criteria are provided under Section 5.4.4. The following development criteria relate to the current proposal:

- The provision of safe access onto or from a local or Town road
- Adequate access to, and provision of, off-street parking.
- Barrier-free access to public and commercial buildings and the designation of parking spaces for physically challenged persons.
- Access and maneuvering of emergency vehicles.
- The availability of municipal services and the cost of upgrading services.
- Adequate grade drainage or stormwater management and erosion control.
- Safety and Security (including lighting, site orientation, and lines of sight).
- Preservation and protection of street trees, canopies and forest.

COMMENT:

The proposed new structure will provide for additional storage for the contracting operations. The setback of the new building is consistent with the setback of the existing building from the street with the exception of the L shaped addition. The existing storage containers on site will be eliminated and outdoor storage will be provided behind the building. Garbage and recycling will be located to the rear of the existing building.

The existing access into the property from the street will be maintained. There are no sidewalks along James A. Brennan Road.

The proposed use is generally consistent with the Employment Lands policies of the Official Plan designation.

Development Criteria will be addressed in the review of the Development Permit By-law.

DEVELOPMENT PERMIT:

The subject property is designated Employment District within the Development Permit By-law. The intent of the Employment District designation is to provide for employment opportunities within areas of the Town that provide a wide range of uses and also allow complimentary uses for employees and other residents of the Town. Development standards are intended to limit land use conflicts and provide for buffering and screening through increased landscape site design requirements.

Section 9.1 Uses

The proposal includes a change of use from an former automotive body shop to a commercial office space and small manufacturing for Songwood Contracting/Haymakers. The new use is permitted within the Employment District of the Development Permit By-law.

Building Contractor's Shop is defined as a place of business for persons employed in building trades such as painting, plumbing, electrical work, masonry, metal working and carpentry, or truck, bulldozer, loading and backhoe operating.

A portion of the building is to be used for coffee roasting production and manufacturing is permitted in the Employment District in the Development Permit By-law.

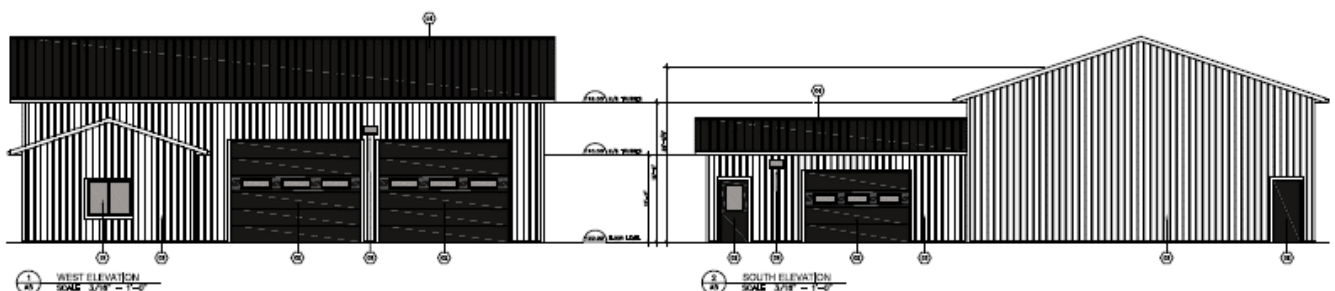
Manufacturing Plant is defined as the use of land, buildings or structures for the purpose of producing, assembling, making, preparing, inspecting, finishing, treating, altering, warehousing or storing or adopting for sale of any goods, substance, article or service.

COMMENT

The use as a Building Contractors' Shop and Manufacturing are permitted on the Employment lands.

In support of the application and the proposed coffee roasting business, the applicant submitted documentation for Traffic and Noise, Emissions and Vibration. The submissions were reviewed and it was determined that the proposed use of the building would be similar to the previous automotive autobody use. Staff did not seek formal traffic brief or separate noise, emissions and vibration reports. If the scale of the operations changed, formal reports would be required.

Public Works have requested a grading plan to be submitted for review and final approval. This is a condition of approval..



Elevation of the Proposed Contracting Storage Building

Section 9.2 Site Provisions

Section 9.2 of the By-law establishes site requirements for the permitted and discretionary uses. The provisions for the proposed site plan and the provisions for the accessory greenhouse are as follows:

Provision	Required	Existing	Proposed Storage Building
Lot Area (min.)	743m ²	4047m ²	
Lot Coverage (max.)	60%	5.6% (226m ²)	6.9% (279m ²) 12.5% Total
Lot Frontage (min.)	18m	60.9m	
Front Yard Setback (min.)	7m	18.1m	8.9m
Exterior Side Yard Setback (min.)	NA	NA	
Interior Side Yard Setback (min.)	3m	6m	11.2m
Rear Yard Depth (min.)	6m	36m	36m
Building Height (max.)	15m	4.6m	6.1m

COMMENT:

The proposed new storage building will meet all requirements of the site provisions. Consideration of an increased setback for the new construction was given, however, the property provides some challenges with the existing tree line and slope (rear) and ditch (side yard).

The new building is proposed to have two loading doors facing the street and a loading door in the front L shape portion of the building. Wall pack lighting will be located at the front of the structure.

To provide additional landscaping, the applicant is proposing to install a total of 8 trees along the frontage of the site. It was indicated that there will be no modifications to the existing services to the site.

Parking and Storage of Vehicles (3.32)

The By-law indicates that for a Manufacturing use the required number of parking spaces for this use is 1 space per 95 m² (1,022.6 ft²) of gross floor area and 1 space per every 3 employees per shift. The existing building consists of 226 m² and the proposed building consists of 279 m² for a total of 505m². A total of 7 parking spaces are required.

COMMENT:

The site plan provides for seven (7) spaces including one (1) barrier free parking space at the front entrance. A delivery area is provided in front of each building.

CIRCULATION TO AGENCIES

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

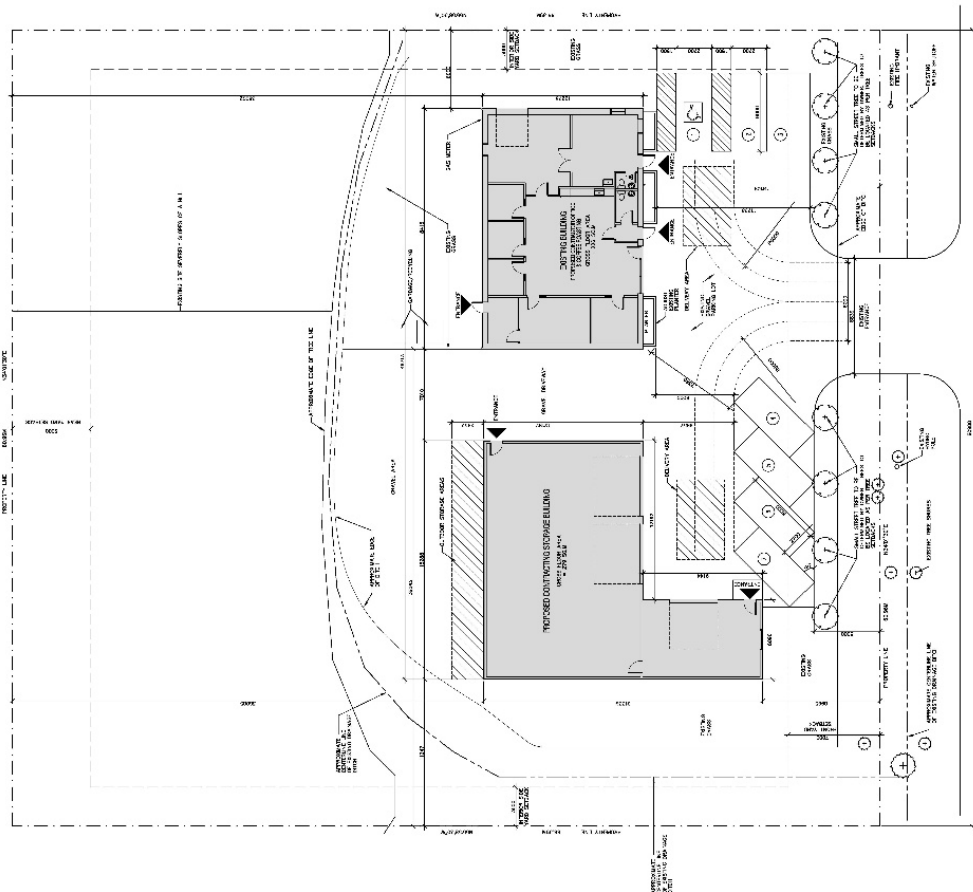
CAO	No comments.
Chief Building Official	
CRCA	No comments or concerns.
School Boards: CDSBEO and UCDSB	

Utilities: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	Enbridge – no objection. Enbridge has the right to amend or remove development conditions.
EMS: Fire/LG Paramedic/Police	
Southeast Public Health	No objection providing the coffee roasting manufacturing business completes the steps and complies with the Ontario Food Premises legislation.
Public Works, Water/Sewer Utilities	
St. Lawrence Parks Commission/MTO/ Other Commenting Agencies	MTO – No land development review required.
Neighbourhood: Posting and 120m Circulation	No comments received from the public.

Staff have no objection to DP2026-05 Songwood Contracting Ltd. – 215 James A. Brennan Road, to operate a proposed contractor office and coffee roasting in an existing building consisting of 226m² and construct a new contracting storage building consisting of 279m² on the property subject to the following:

- A grading and drainage plan to be submitted to the satisfaction of the Public Works Department;
- The Owner comply with the Ontario Food Premises legislation to the satisfaction of the Southeast Public Health Unit;
- The Owner enter into a Development Permit Agreement within one year of the Notice of Decision or the approval may lapse; and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

APPROVAL	
	Trudy Gravel, Assistant Planner
	Brenda Guy, Manager of Planning and Development

[illegible]

WESLEY BRENNEN FORD



1 SITE PLAN
40 SCALE 1 : 150

**SONGWOOD
CONTRACTING**

[illegible]

DETAIL	REFERENCE SYMBOL
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detail No. X

 crawling No. Y



DRAWINGS MUST NOT BE SCALED
CONTAIN OR SMALL MARKS AND BE RESPONSIBLE
FOR ALL DIMENSIONS AND SHALL REPORT ANY DIS
CREPANCY TO THE ARCHITECT BEFORE PROCEEDING
WITH ANY WORK.

PROJECT:

PROPOSED NEW COVERING STORAGE BUILDING

EXISTING BUILDING · CONCRETE OFFICE & OFFICE ROASTING

LOCATION:

216 JAMES A BRENNAN RD, CANAHOQUE

FOR:

© 2001, 1, 10, 20, 30, 40, 50, 60, 70, 80, 90, 100, 110, 120, 130, 140, 150, 160, 170, 180, 190, 200, 210, 220, 230, 240, 250, 260, 270, 280, 290, 300, 310, 320, 330, 340, 350, 360, 370, 380, 390, 400, 410, 420, 430, 440, 450, 460, 470, 480, 490, 500, 510, 520, 530, 540, 550, 560, 570, 580, 590, 600, 610, 620, 630, 640, 650, 660, 670, 680, 690, 700, 710, 720, 730, 740, 750, 760, 770, 780, 790, 800, 810, 820, 830, 840, 850, 860, 870, 880, 890, 900, 910, 920, 930, 940, 950, 960, 970, 980, 990, 1000, 1010, 1020, 1030, 1040, 1050, 1060, 1070, 1080, 1090, 1100, 1110, 1120, 1130, 1140, 1150, 1160, 1170, 1180, 1190, 1200, 1210, 1220, 1230, 1240, 1250, 1260, 1270, 1280, 1290, 1300, 1310, 1320, 1330, 1340, 1350, 1360, 1370, 1380, 1390, 1400, 1410, 1420, 1430, 1440, 1450, 1460, 1470, 1480, 1490, 1500, 1510, 1520, 1530, 1540, 1550, 1560, 1570, 1580, 1590, 1600, 1610, 1620, 1630, 1640, 1650, 1660, 1670, 1680, 1690, 1700, 1710, 1720, 1730, 1740, 1750, 1760, 1770, 1780, 1790, 1800, 1810, 1820, 1830, 1840, 1850, 1860, 1870, 1880, 1890, 1900, 1910, 1920, 1930, 1940, 1950, 1960, 1970, 1980, 1990, 2000, 2010, 2020, 2030, 2040, 2050, 2060, 2070, 2080, 2090, 2100, 2110, 2120, 2130, 2140, 2150, 2160, 2170, 2180, 2190, 2200, 2210, 2220, 2230, 2240, 2250, 2260, 2270, 2280, 2290, 2300, 2310, 2320, 2330, 2340, 2350, 2360, 2370, 2380, 2390, 2400, 2410, 2420, 2430, 2440, 2450, 2460, 2470, 2480, 2490, 2500, 2510, 2520, 2530, 2540, 2550, 2560, 2570, 2580, 2590, 2600, 2610, 2620, 2630, 2640, 2650, 2660, 2670, 2680, 2690, 2700, 2710, 2720, 2730, 2740, 2750, 2760, 2770, 2780, 2790, 2800, 2810, 2820, 2830, 2840, 2850, 2860, 2870, 2880, 2890, 2900, 2910, 2920, 2930, 2940, 2950, 2960, 2970, 2980, 2990, 3000, 3010, 3020, 3030, 3040, 3050, 3060, 3070, 3080, 3090, 3100, 3110, 3120, 3130, 3140, 3150, 3160, 3170, 3180, 3190, 3200, 3210, 3220, 3230, 3240, 3250, 3260, 3270, 3280, 3290, 3300, 3310, 3320, 3330, 3340, 3350, 3360, 3370, 3380, 3390, 3400, 3410, 3420, 3430, 3440, 3450, 3460, 3470, 3480, 3490, 3500, 3510, 3520, 3530, 3540, 3550, 3560, 3570, 3580, 3590, 3600, 3610, 3620, 3630, 3640, 3650, 3660, 3670, 3680, 3690, 3700, 3710, 3720, 3730, 3740, 3750, 3760, 3770, 3780, 3790, 3800, 3810, 3820, 3830, 3840, 3850, 3860, 3870, 3880, 3890, 3900, 3910, 3920, 3930, 3940, 3950, 3960, 3970, 3980, 3990, 4000, 4010, 4020, 4030, 4040, 4050, 4060, 4070, 4080, 4090, 4100, 4110, 4120, 4130, 4140, 4150, 4160, 4170, 4180, 4190, 4200, 4210, 4220, 4230, 4240, 4250, 4260, 4270, 4280, 4290, 4300, 4310, 4320, 4330, 4340, 4350, 4360, 4370, 4380, 4390, 4400, 4410, 4420, 4430, 4440, 4450, 4460, 4470, 4480, 4490, 4500, 4510, 4520, 4530, 4540, 4550, 4560, 4570, 4580, 4590, 4600, 4610, 4620, 4630, 4640, 4650, 4660, 4670, 4680, 4690, 4700, 4710, 4720, 4730, 4740, 4750, 4760, 4770, 4780, 4790, 4800, 4810, 4820, 4830, 4840, 4850, 4860, 4870, 4880, 4890, 4900, 4910, 4920, 4930, 4940, 4950, 4960, 4970, 4980, 4990, 5000, 5010, 5020, 5030, 5040, 5050, 5060, 5070, 5080, 5090, 5100, 5110, 5120, 5130, 5140, 5150, 5160, 5170, 5180, 5190, 5200, 5210, 5220, 5230, 5240, 5250, 5260, 5270, 5280, 5290, 5300, 5310, 5320, 5330, 5340, 5350, 5360, 5370, 5380, 5390, 5400, 5410, 5420, 5430, 5440, 5450, 5460, 5470, 5480, 5490, 5500, 5510, 5520, 5530, 5540, 5550, 5560, 5570, 5580, 5590, 5600, 5610, 5620, 5630, 5640, 5650, 5660, 5670, 5680, 5690, 5700, 5710, 5720, 5730, 5740, 5750, 5760, 5770, 5780, 5790, 5800, 5810, 5820, 5830, 5840, 5850, 5860, 5870, 5880, 5890, 5900, 5910, 5920, 5930, 5940, 5950, 5960, 5970, 5980, 5990, 6000, 6010, 6020, 6030, 6040, 6050, 6060, 6070, 6080, 6090, 6100, 6110, 6120, 6130, 6140, 6150, 6160, 6170, 6180, 6190, 6200, 6210, 6220, 6230, 6240, 6250, 6260, 6270, 6280, 6290, 6300, 6310, 6320, 6330, 6340, 6350, 6360, 6370, 6380, 6390, 6400, 6410, 6420, 6430, 6440, 6450, 6460, 6470, 6480, 6490, 6500, 6510, 6520, 6530, 6540, 6550, 6560, 6570, 6580, 6590, 6600, 6610, 6620, 6630, 6640, 6650, 6660, 6670, 6680, 6690, 6700, 6710, 6720, 6730, 6740, 6750, 6760, 6770, 6780, 6790, 6800, 6810, 6820, 6830, 6840, 6850, 6860, 6870, 6880, 6890, 6900, 6910, 6920, 6930, 6940, 6950, 6960, 6970, 6980, 699

CITE BY IN
EXISTENCE.

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DATE	JUNE 2026
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PROJECT No. 2026-BQ

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NOTICE OF MEETING

Proposed Class III Development Permit

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

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

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

File No. **DP2026-05**

APPLICANT & OWNER: Songwood Contracting Ltd.

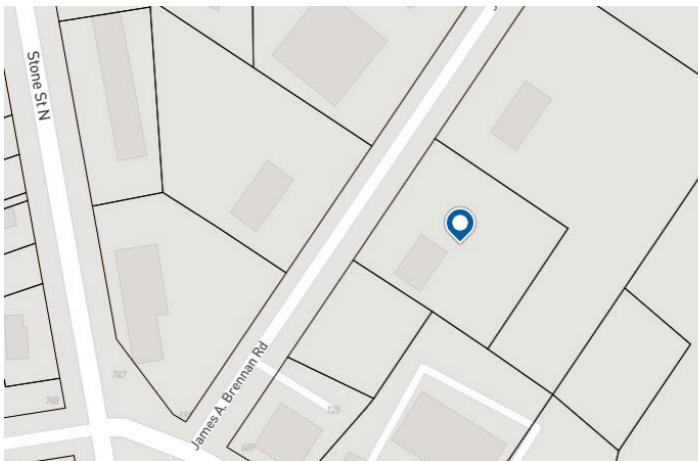
The property municipally and legally described as
215 JAMES A. BRENNAN ROAD
LEEDS CON 1 PT LOT 13 Town of Gananoque

has applied to the Town of Gananoque for a Development Permit for a
**OPERATE A BUILDING CONTRACTOR'S SHOP AND MANUFACTURING PLANT FOR THE
PURPOSES OF COFFEE ROASTING TO AN EXSITING BUILDING AND CONSTRUCT A NEW
STORAGE BUILDING ON THE SUBJECT LANDS.**

Additional information in relation to the proposed development permit is available for inspection on the Town website at <https://www.gananoque.ca/town-hall/meetings>, by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel, Assistant Planner at 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 2ND day JULY, 2026

Brenda Guy
Manager of Planning and Development

NO.	DATE	REVISIONS
1	08/12/2024	ISSUED FOR PERMITTING
2	08/12/2024	ISSUED FOR PERMITTING

SONGWOOD CONTRACTING

DETAIL REFERENCE SYMBOL
X — detail No. X
Y — drawing No. Y

DRAWINGS MUST NOT BE SCALED
FOR ALL DIMENSIONS AND SHALL REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH ANY WORK.

PROJECT:
PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & OFFICE WAREHOUSE

LOCATION:
215 JAMES A BRENNAN RD, GANNANQUE

FOR:
SONGWOOD CONTRACTING LTD

DRAWING:
SITE PLAN

DWG. BY: SCALE DRAWING NO.
DATE: 1:1
DATE: JUNE 2024
PROJECT NO. 2024-80



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: THEODORE GRAHAM	Complete Address including Postal Code: 215 JAMES A BRENNAN RD GANANOQUE, ON K7G 1N8	Phone: 613-793-3978
	E-mail: THEO@SONGWOODCONTRACTING.CA	
Name of Property Owner (if different than applicant):	Complete Address including Postal Code:	Phone:
	E-mail:	
Architect/Designer/Planner: BARRY JOHNSON, BCIN	Complete Address including Postal Code: 43 Cannifton Rd, Belleville, ON K8N 4T9	Phone: 613-391-1585
	E-mail: barryj@rbjconcepts.net	
Engineer: MARTIN BURGER, P.ENG	Complete Address including Postal Code: 654 Norris Ct, Kingston, ON K7P 2R9	Phone: 613-634-1789
	E-mail: mburger@groundengineer.ca	
Land Surveyor:	Complete Address including Postal Code:	Phone:
	E-mail:	

PROPERTY			
Street or Property Address (if applicable): 215 James A Brennan Road		Roll Number (if known): 081400001539500	
LEGAL DESCRIPTION			
Lot/Con/Plan: LEEDS CON 1 PT LOT 13			
Frontage (m/ft): 60.96/200'	Depth (m/ft): 66.39/218'	Lot Area: 4047 SQ.M	

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:

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

Auto repair shop

Length of time the existing use of the subject lands have continued: UNKNOWN.Has the property been designated as a Heritage Site? ☐ Yes ☒ NoIs the property presently under a Site Plan/Development Permit Agreement? ☐ Yes ☒ NoHas the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act? ☐ Yes ☒ NoHas the property ever been subject of an application under Section 70.2 (Development Permit By-law) of the Planning Act? ☐ Yes ☒ 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):• Building Contractors office and a small coffee roasting manufacturing area in existing building and new proposed storage building.Is the **Use** permitted or permitted subject to criteria as set out in the development permit by-law? ☒ Yes ☐ No

How has the applicable criteria have been addressed?

Is/Are variation(s) requested? ☒ Yes ☐ No

If yes, what variation is requested and why?

Parking being restricted from front yard setback.

Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law.

Maintain 5m landscape area in front yard setback

Abutting Land Use(s) – east, west, north, south:

East - Building contractors shop

West - Welding Shop

North - Building Contractors Shop

South - Open site currently used for storage

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

Plan Details: Please ensure that measurements are consistent with plan			
☐ Residential	☐ Commercial	☒ Employment Lands/ Industrial	☐ Institutional
Building Coverage: 13 (%) 505 (sq.m)		Landscape Coverage: 65 (%) 2628 (sq.m)	
Building Height: 6.1m	No. of Storeys: 1	No. of Units: 2	Storage of Garbage: EXTERIOR BINS

Parking Area:	Existing Parking Surface			
	☐ Paved ☒ Gravel ☐ Permeable Parking Area ☐ Other			
	Proposed Parking Surface:			
	☐ Paved ☒ Gravel ☐ Permeable Parking Area ☐ Other			
	# of Existing Parking Spaces 3 (no painted lines)	# of New Parking Spaces 6	# of Accessible Parking Spaces 1	Total # of Parking Spaces 7
	Dimension of Parking Spaces (m/ft): 2.7m x 6m (9'x20')		Dimensions of Accessible Parking Spaces (m/ft): 2.7m x 6m two 1.5m x 6m buffer (9'x20' + two 5'x20' buffer)	

LOADING SPACES, if applicable: DELIVERY AREA	Number of Loading Spaces: N/A	Dimensions of Loading Spaces (m/ft): N/A
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Heritage Tourist Inn/Bed and Breakfast/Short Term Accommodation*:		☐ Yes	☒ No
Is this an application for a Heritage Tourist Inn?	☐ Yes	☒ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3 ☐ 4 ☐ 5 ☐ 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?	☐ Yes	☐ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3
Is this an application for a Short Term Accommodation?	☐ Yes	☐ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3

Access*:	Potable Water*:	Sewage Disposal*:	Stormwater*:
☒ Municipal Street	☒ Town Owned/operated Water System	☒ Town Owned/Operated Sewage System	☒ Town Owned/Operated Sewers
☐ Existing Private Road/ Lane	☐ Private Well	☐ Private Septic and Tile Field	☐ Swales
☐ Existing Right-of-way	☐ River	☐ Other	☐ Ditches
☐ Unopen Road Allowance	☐ Other:		☐ Other
☐ 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)	Parking Facilities (specify)
distance from subject land _____	distance from subject land _____
distance from nearest public road _____	distance from nearest public road _____

EXISTING BUILDINGS:	Building 1 - Primary	Building 2 - Accessory
Type of Structure (ie: wood concrete)	Wood	
Date Constructed:		
Front Line Setback:	18.1m	
Rear Lot Line Setback:	36m	
Side Lot Line Setback:	6m	
Side Lot Line Setback:	36.5m	
Height:	4.6m	
Dimensions:	18.4m x 12.3m	
Floor Area:	226m ²	

PROPOSED BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
	Type of Structure (ie: wood concrete)	Wood	
	Proposed Date of Construction:	Summer 2026	
	Front Line Setback:	8.96m	
	Rear Lot Line Setback:	36m	
	Side Lot Line Setback:	49.7m	
	Side Lot Line Setback:	11.2m	
	Height:	6.1m	
	Dimensions:	18.3m x 12.2m 6.1m x 9.1m (L SHAPED)	
	Floor Area:	279m ²	
Attached Additional Page, if necessary			

AUTHORIZATION BY OWNER

I/We, the undersigned being the registered owner(s) of the subject lands, hereby authorize THEODORE GRAHAM (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.

THEODORE GRAHAM

Owner Name (Please Print)



Signature of Owner

Owner Name (Please Print)

Signature of Owner

Signature of Witness (not applicant)

Date

CONSENT BY OWNER

I/We, THEODORE GRAHAM, (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

JUNE 30, 2026

Signature of Witness (not applicant)

Date

DECLARATION OF APPLICANT

(Print) I, THEODORE GRAHAM of the TOWN of GANANOQUE in the PROVINCE of ONTARIO 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*.

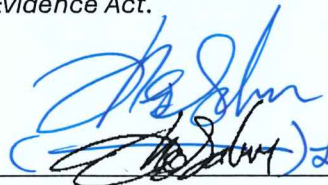
Declared/Sworn before me at

TOWN OF GANANOQUE

this 30TH 2ND day of JUNE 2026.


Town of Gananoque
Lynsey Zufelt, Deputy Clerk

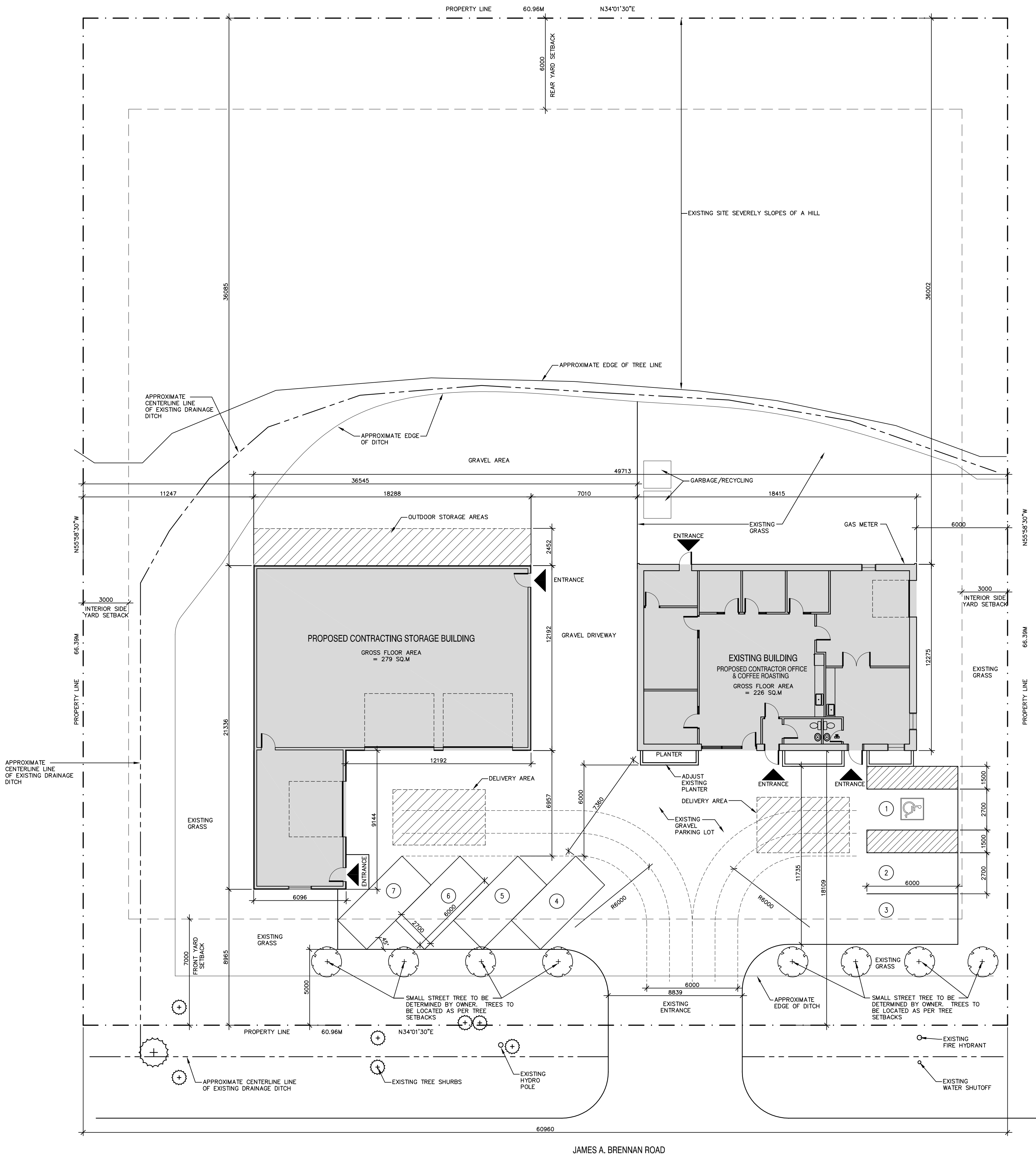
Signature of a Commissioner, etc



Signature of Applicant

Office Use Only:		Roll No: 081400001539500
Official Plan Designation: Employment Lands	Development Permit Designation: Employment District	Other:
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications: ☐ Cash-in-Lieu of Parking ☐ condo Approval ☐ Consent/Severance ☐ Official Plan Amendment ☐ Subdivision Approval		
Date Application Received: July 2, 2026	Date Application Deemed Complete: July 2, 2026	Fees Received: \$1900 July 2, 2026

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



1 SITE PLAN
A0 SCALE 1 : 150



2 KEY PLAN
A0 SCALE NTS

ZONING			
ZONE	REQUIRED	EXISTING	PROPOSED (INCLUDING NEW BUILDING)
FRONT YARD	7 M	18.1 M	8.97 M
REAR YARD	6 M	36 M	36 M
INTERIOR SIDE YARD	3 M	6.0 M	6.0 M
LOT AREA (MINIMUM)	743 SQ.M	4047 SQ.M	4047 SQ.M
LOT COVERAGE (MAXIMUM)	60%	6%	13 %
LOT FRONTAGE (MINIMUM)	18 M	60.9 M	EXISTING
BUILDING HEIGHT	15 M	4.6 M	6.1 M

EXISTING BUILDING AREA = 226 M2
NEW BUILDING AREA = 279 M2
PROPOSED PARKING = 8 SPACES (INCLUDING BARRIER FREE SPACE)
1 SPACE PER 95M2 OF GFA PLUS 1 SPACE PER 3 EMPLOYEES PER SHIFT = 505/95 = 6 SPACES
= 3 EMPLOYEES (1 SPACES)
= 7 SPACES

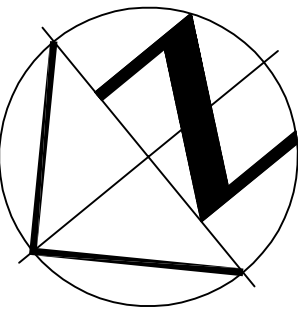
SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL

X	detail No. X
Y	drawing No. Y



DRAWINGS MUST NOT BE SCALED
CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE
FOR ALL DIMENSIONS AND SHALL REPORT ANY DIS-
CREPANCY TO THE ARCHITECT BEFORE PROCEEDING
WITH ANY WORK.

PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

FOR:

SONGWOOD CONTRACTING LTD

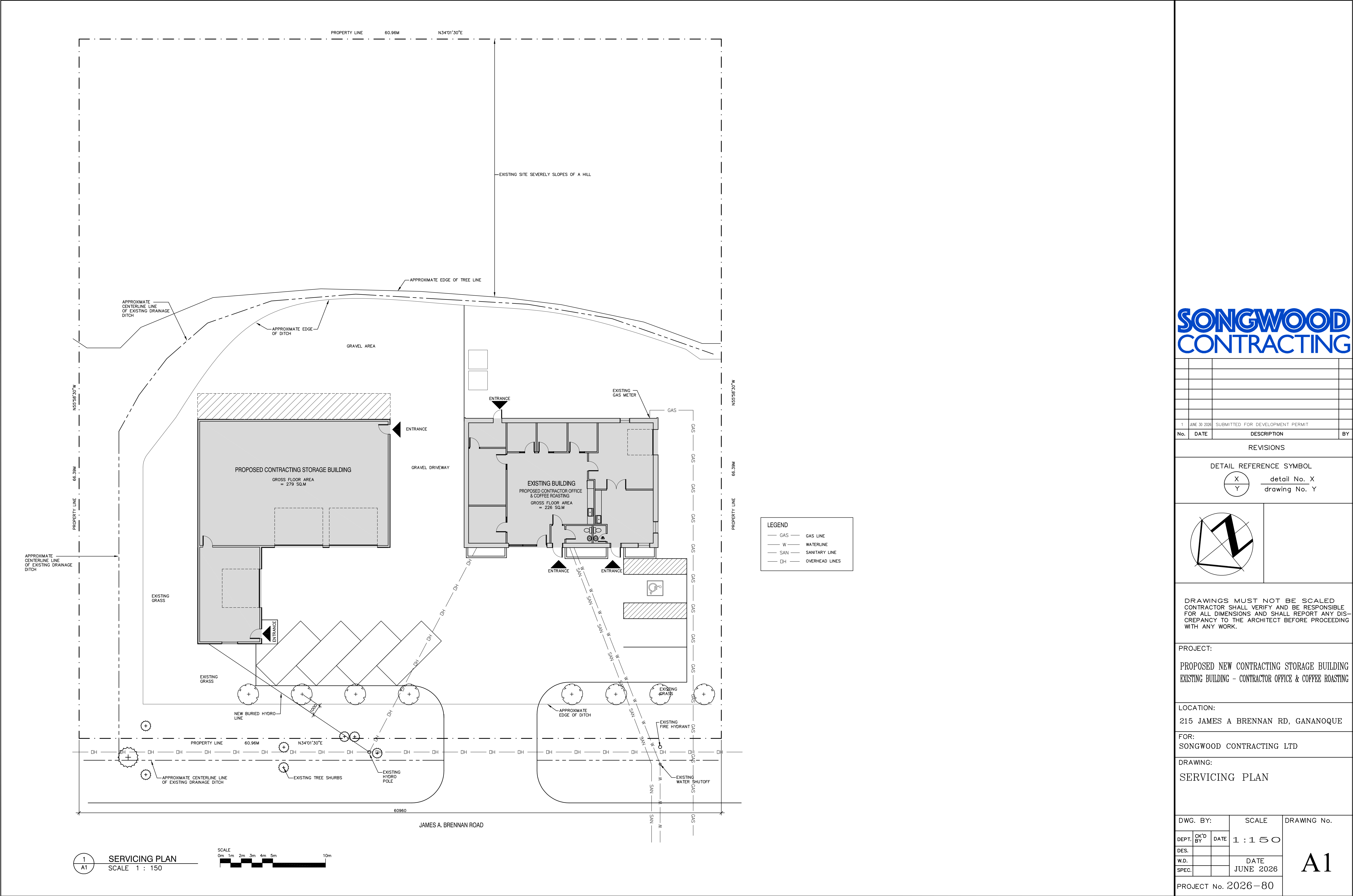
DRAWING:

SITE PLAN

DWG. BY:	SCALE	DRAWING No.
DEPT. CK'D BY DATE	1 : 1 5 0	
DES.		
W.D.	DATE	
SPEC.	JUNE 2026	

PROJECT No. 2026-80

A0

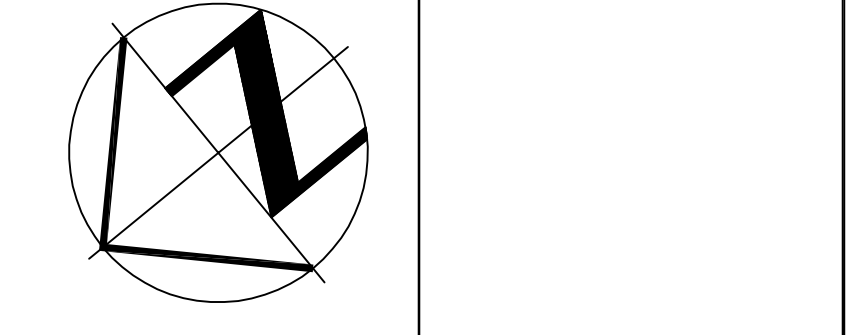


SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL	
X Y	detail No. X drawing No. Y



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PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

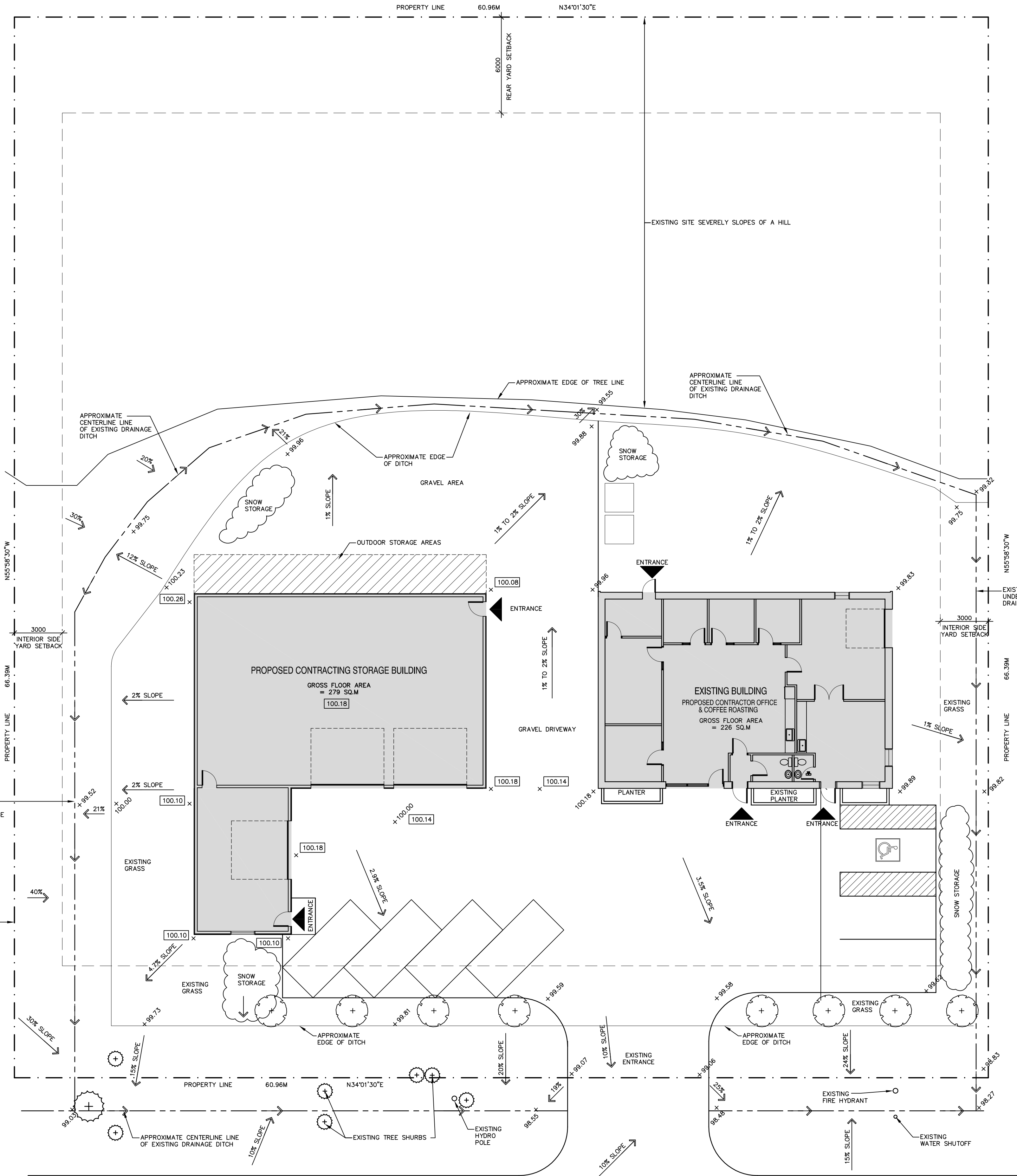
FOR:

SONGWOOD CONTRACTING LTD

DRAWING:

SERVICING PLAN

DWG. BY:			SCALE	DRAWING No. A1
DEPT.	CK'D BY	DATE	1 : 1 5 0	
DES.				
W.D.			DATE	
SPEC.			JUNE 2026	
PROJECT No. 2026-80				



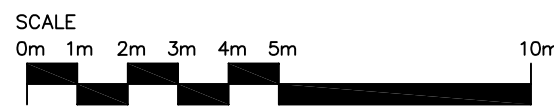
LEGEND

→ EXISTING SLOPE

+99.89 EXISTING GRADE

x 100.18 PROPOSED GRADE

1 SITE DRAINAGE
A2 SCALE 1 : 150



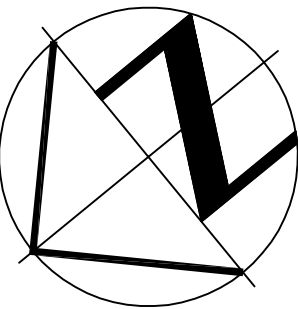
SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL

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Y drawing No. Y



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PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

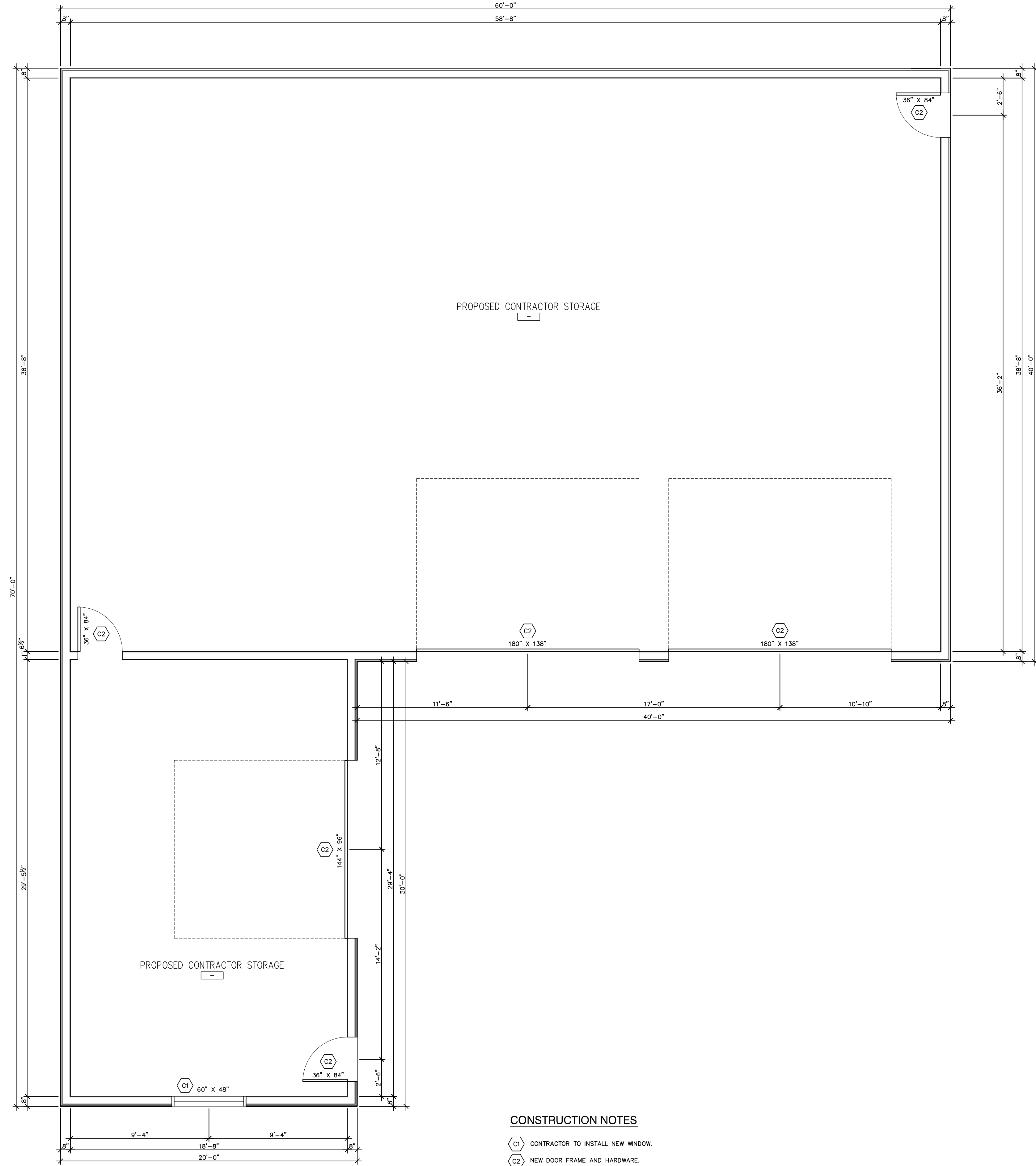
FOR:

SONGWOOD CONTRACTING LTD

DRAWING:

DRAINAGE PLAN

DWG. BY:			SCALE	DRAWING No.
DEPT.	CK'D BY	DATE	1 : 1 5 0	
DES.				
W.D.			DATE	
SPEC.			JUNE 2026	
PROJECT No. 2026-80				



1 FLOOR PLAN
A3 SCALE 1/4" = 1'-0"

- CONSTRUCTION NOTES
- C1 CONTRACTOR TO INSTALL NEW WINDOW.
 - C2 NEW DOOR FRAME AND HARDWARE.
 - C3 VINYL SIDING (COLOUR WHITE)
 - C4 METAL ROOFING. (COLOUR BLACK)
 - C5 EXTERIOR LIGHT FIXTURE TO BE SELECTED BY OWNER

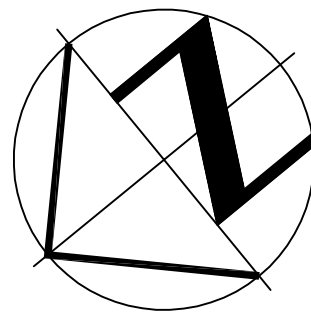
SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL

X detail No. X
Y drawing No. Y



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PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

FOR:

SONGWOOD CONTRACTING LTD

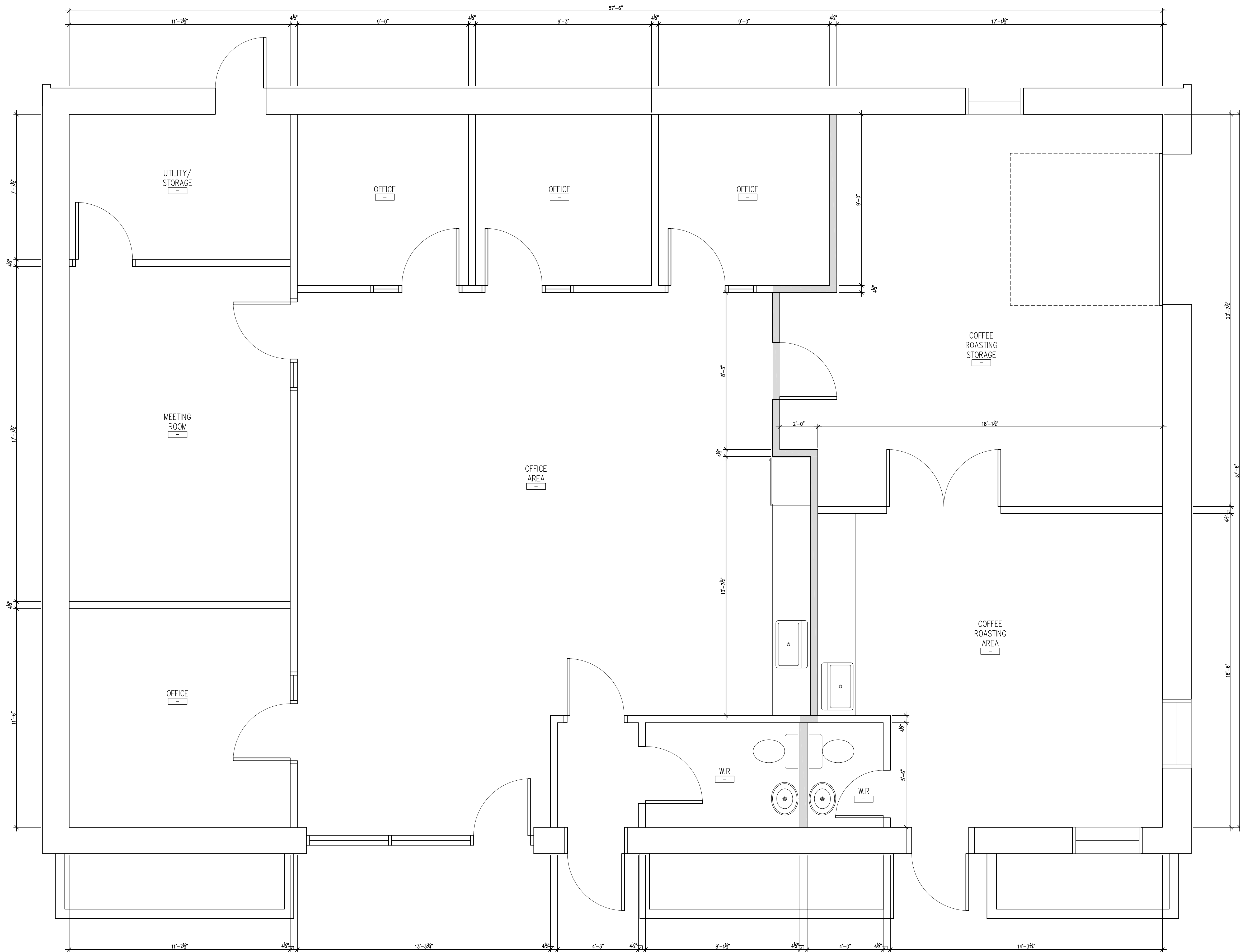
DRAWING:

PROPOSED NEW CONTRACTING
STORAGE BUILDING FLOOR
PLAN

DWG. BY:	SCALE	DRAWING No.
DEPT. CK'D BY	DATE	AS SHOWN
DES.		
W.D.	DATE	
SPEC.	JUNE 2026	

PROJECT No. 2026-80

A3



1
A4
EXISTING BUILDING
PROPOSED FLOOR PLAN
SCALE 3/8" = 1'-0"

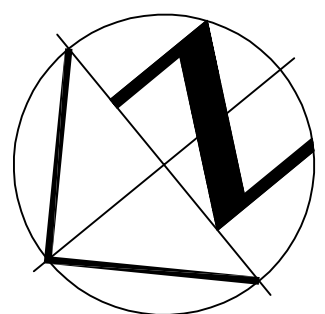
SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL

$\frac{X}{Y}$ detail No. X
drawing No. Y



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PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

FOR:

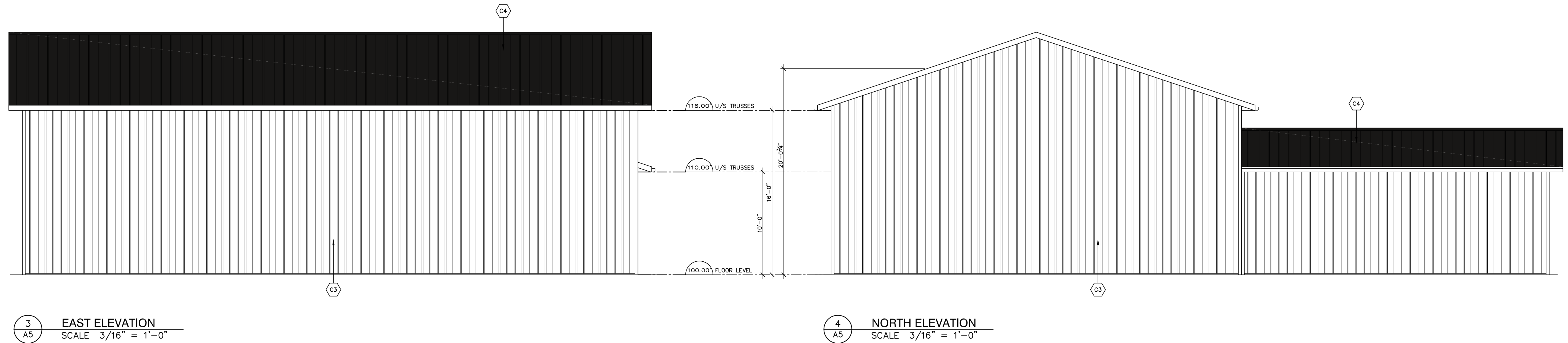
SONGWOOD CONTRACTING LTD

DRAWING:

EXISTING BUILDING
PROPOSED FLOOR PLAN

DWG. BY:	SCALE	DRAWING No.
DEPT. CK'D BY	DATE	AS SHOWN
DES.		
W.D.	DATE	
SPEC.	JUNE 2026	
PROJECT No. 2026-80		

A4



CONSTRUCTION NOTES

- C1 CONTRACTOR TO INSTALL NEW WINDOW.
- C2 NEW DOOR FRAME AND HARDWARE.
- C3 VINYL SIDING (COLOUR WHITE)
- C4 METAL ROOFING (COLOUR BLACK)
- C5 EXTERIOR LIGHT FIXTURE TO BE SELECTED BY OWNER

SONGWOOD
CONTRACTING

1	JUNE 30 2026	SUBMITTED FOR DEVELOPMENT PERMIT	
No.	DATE	DESCRIPTION	BY

REVISIONS

DETAIL REFERENCE SYMBOL

X	detail No. X
Y	drawing No. Y

DRAWINGS MUST NOT BE SCALED
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PROJECT:

PROPOSED NEW CONTRACTING STORAGE BUILDING
EXISTING BUILDING - CONTRACTOR OFFICE & COFFEE ROASTING

LOCATION:

215 JAMES A BRENNAN RD, GANANOQUE

FOR:

SONGWOOD CONTRACTING LTD

DRAWING:

ELEVATIONS

DWG. BY:	SCALE	DRAWING No.
DEPT. CK'D BY	DATE	AS SHOWN
DES.		
W.D.	DATE	
SPEC.	JUNE 2026	
PROJECT No. 2026-80		

A5

NOTICE OF PUBLIC MEETING

Proposed Plan of Subdivision and Class III Development Permit

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

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

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

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

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

File No. SD2025-01

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

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

File No. DP2026-04

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

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

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

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

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

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

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

DATED this 2ND day of JULY 2026



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

DRAFT PLAN OF SUBDIVISION

LEGAL DESCRIPTION

LOT 15 OF CONCESSION 1,
REGENT TOWNSHIP OF LEEDS
TOWN OF CANADIQUE
COUNTY OF LEEDS

OWNERS CERTIFICATE

I HEREBY AUTHORIZE MACAUGHTON HENSEN BRITTON CLARSON PLANNING LIMITED
TO SUBMIT THIS PLAN FOR APPROVAL.

Date: _____

RUB PIERCE
1000989284 ONTARIO INC.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS
PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND
CORRECTLY SHOWN.

Date: _____

SHAWN LEROUX O.L.S., O.L.T.P., A.L.S.
J.D. BARNES LIMITED

KEY PLAN



Scale: 1:5,000

ADDITIONAL INFORMATION

Required Under Section 51 (17) of the Planning Act, R.S.O., 1990, c.P.13 as Amended

(A) As Shown
(B) As Shown
(C) As Shown
(D) As Shown
(E) As Shown
(F) As Shown
(G) As Shown
(H) As Shown
(I) As Shown
(J) As Shown
(K) As Shown
(L) As Shown
(M) As Shown
(N) As Shown
(O) As Shown
(P) As Shown
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(R) As Shown
(S) As Shown
(T) As Shown
(U) As Shown
(V) As Shown
(W) As Shown
(X) As Shown
(Y) As Shown
(Z) As Shown

AREA SCHEDULE

DESCRIPTION	LOTS/BLOCKS	UNITS	AREA
Low Density Residential - Single	1-66	66	4,997 ha
Low Density Residential - Townships	67-70	23	0.614 ha
Multiple Residential	71	12-11	0.480 ha
Public Residential	72	72	0.552 ha
Public Residential	73	73	0.552 ha
Open Space	74-77	4	2,188 ha
Servicing	78-79	2	0.243 ha
Servicing/Tail Connection	80	0.039 ha	
Future Development	81-82	0.012 ha	
Roads			1,986 ha
Total	82	101-103	11,966 ha

NOTES

1. All dimensions are in metres unless otherwise shown.

2. Environmental features provided by VSP, 2023-05-23, & FFE, August 2023

3. Boundary information has been compared from Plan 288-15073 and Confirmed by Field

4. Contains information Referred under the Open Government Licence - Ontario.

Revision No. _____ Date _____ Issued / Revision _____ By _____

Stamp _____ Date _____ May 28, 2026
File No. _____ 913786
Plan Scale _____ 1:1000 (Arch D)
Drawn By _____ JB
Checked By _____ EE

Project _____
VL - Elmwood Drive, Gananoque
R.W. Tomlinson Limited
100 CHIGATE Drive, Ottawa ON

File Name _____
DRAFT PLAN OF SUBDIVISION
Draw No. _____ 1 of 1

Scale Bar _____ 0 10 25 50 100m

PLANNING
URBAN DESIGN
& LANDSCAPE

MHBC

ARCHITECTURE

Council Report-PD-2026-11

Date: August 12, 2026

☐ **IN CAMERA**

Subject: Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – MHBC Planning Ltd.

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

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DEFERS THE DRAFT PLAN OF SUBDIVISION APPLICATION SD2025-01 AND THE RELATED DEVELOPMENT PERMIT APPLICATION DP2026-04, PRIOR TO CONSIDERATION OF SAID APPLICATIONS, TO ADDRESS CATARAQUI REGION CONSERVATION AUTHORITY (CORRESPONDENCE DATED JULY 22, 2026), OPEN SPACE BLOCKS, ARCHAEOLOGICAL AND ACQUISITION OF LANDS, AS RECOMMENDED BY PLANNING ADVISORY COMMITTEE (PAC), STAFF REPORT DATED JULY 28, 2026, AND AS PRESENTED IN COUNCIL REPORT-DP-2026-11.

STRATEGIC PLAN COMMENTS:

2: Champion a Strong and Sustainable Local Economy – 3) Improve the conditions and opportunities for planned, responsible housing.

BACKGROUND:

MHBC Planning Ltd., has applied to the Town for a Plan of Subdivision and Development Permit on vacant lands located south of Elmwood Drive, west of Arthur Street (west) and east of John Street.

Refer to Planning Report meeting date of July 28, 2026, attached for complete background and review of the applications before Council.

INFORMATION/DISCUSSION:

At the meeting of July 28, 2026 Planning Advisory Committee (PAC) considered both the Plan of Subdivision and the Development Permit application. It is noted the Development Permit application would be a condition of the Plan of Subdivision.

MHBC Planning Ltd., presented the application to PAC followed by the Staff report. Committee members provided comments and questions prior to opening the floor to the public. Approximately forty (40) members of the public were in attendance and online.

Staff identified that the lands are residential in both the Official Plan and Development Permit By-law and are not opposed to development occurring on the site, however, it was recommended that the Plan of Subdivision (and Development Permit) be deferred at this time to address outstanding and unresolved such as the following:

- CRCA correspondence dated July 22, 2026
- Open Space blocks – response to monitoring and on-going maintenance, long-term prior to Council considering and acceptance of additional assets.
- Archaeological (within open space) – area be excluded from the Open Space and the lands undertake a Stage 4 to be incorporated in Lots 38 and 39.
- Acquisition of lands from adjacent property owner to connect to existing Arthur Street (east)

Members of the public identified areas of concern in addition to questions of the development. They are summarized as follows:

- Lands adjacent Arthur Street (east) and outside of the plan of subdivision are currently landlocked. The development would provide opportunity for a new lot. Staff noted a portion of the lands would need to be acquired for the extension of Arthur Street road network.

- Archeology and process in addition the limit of the areas being undertaken as a Stage 4.

Archeology is undertaken by qualified persons and their findings are submitted to the Ministry to defines the areas. Approvals are to be received and accepted by the Ministry. Street two and the illustrated areas are required to be completed prior to development in addition to the staff recommendation of the area adjacent Lot 36/37. This would be a condition of draft plan approval.

- Traffic Study including traffic during construction. The public had concerns on the limited analysis citing the high school, intersections and timing of the traffic conditions. Additionally, consideration of pedestrian traffic. Additionally information was provided (Monday) which has not been reviewed by Staff/peer review. The traffic study in addition to a requirement for submission of construction routes would be a condition of draft approval.

- Environment and species on the property. The public noted the variety of existing species on the property including butterflies, birds, snakes and the effect on the species.

The studies provided and peer review identified that mitigation measures including continued monitoring and enhancement plans including osprey nests, bat/duck habitation. It was additionally noted that the Town needs a full understanding of the long term maintenance and monitoring particularly given the applicants intend to convey the open space areas to the Town. Tree preservation and tree planting will be conditions of draft plan approval.

- Road network, including water and sanitary. Questions or comments were provided in terms of ownership, road width and the ability to extend the water/sewer.

Studies provided and peer review support the water and sewer. There is some additional maintenance for the sanitary which is 1-2 times per year. The Town upon completion and inspections would assume the road network. All final drawings will be required and a condition of draft approval.

- Pedestrian pathways, parks. The development incorporate a pathway for the public along the shoreline.

A pathway is not proposed along the shoreline, the applicants are seeking to convey the park along the St. Lawrence River in adjacent to the open spaces which include pathways and connectivity to Arthur Street to the McLean Forest.

- CRCA and rainfall, climate change. Comments including the sudden rainfalls and flooding that occurs, unpredictability. Importance of Stormwater Management. The development will be 50% less permeable.

The CRCA was brought to the table early on this specific application given the natural features on the site. Resubmissions have occurred and the Town has received comments from the CRCA which require further review.

- Density, number of dwellings. Mixed comments received from too many dwellings on the site to increase density being good mix.

Original submission did not include townhouses which was included in the current submission.

- Public comment, website difficult to find information, time frames

It was identified that the complete application was posted in February 2026 with all supporting studies received and signs posted. Notices of public meeting were circulated upon meeting confirmation. Process identified to include that draft approval means the applicant has three years to completion conditions prior to registration. Pre-servicing may occur with Council approval but it is a risk to the developer.

- Demographics and whether there was a need for new development based on the population, current vacant commercial, lands currently under development.

It was noted that Staff did not have this information on hand, however, we do not govern market.

PAC members were provided with the opportunity to provide comment prior to the public comment and prior to the motion being tabled summarized as follow by individual members and not the committee as a whole:

- Consideration of a sidewalk from John Street at William into the development for pedestrian connectivity.
- Traffic study should include additional traffic counts and intersections considering schools, playhouse and businesses
- Pedestrian pathway long the shoreline is relevant to this application and trail connectivity. The waterfront is a focal point and this is an opportunity.
- Density can be accommodated with an apartment building on the lands as opposed to reduction in frontage, street widths
- Monitoring of open space is extensive and there is no guarantee of mitigations in place. Homeowners manual are irrelevant.

- Waterfront setbacks are based on the CRCA regulations and waterfront access would have to be achieved by acquisition or expropriation.
- Consultation with indigenous groups – confirmed by Engineer that consultation occurred
- Points raised by the public have been heard and will be considered.

Planning Advisory Committee (PAC) considered the draft Plan of Subdivision and the following motion was passed:

PAC-COA-PSC Motion #2026-19 – SD2025-01 & DP2026-04 – Vacant Lands South of Elmwood Drive and West of Arthur Street

Moved by: Councillor Koiner

Seconded by: Jana Miller

BE IT RESOLVED THAT PLANNING ADVISORY recommends to Council that consideration of Draft Plan of Subdivision application SD2025-01 and the related Development Permit Application DP2026-04 be deferred to address outstanding matters prior to the considering of the issuance of draft approval.

- **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

Attachment 2 – Application, Drawings and Supporting Information

APPROVAL	_____ Brenda Guy, Manager of Planning and Development _____ 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. _____ Melanie Kirkby, CAO
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PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: BRENDA GUY
MANAGER OF PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, JULY 28, 2026

SUBJECT: SD2025-01 – MHBC PLANNING LTD - PLAN OF SUBDIVISION
DP2026-04 - MHBC PLANNING LTD – DEVELOPMENT PERMIT
- OWNER: 1000989284 Ontario Inc.

BACKGROUND

Property: Vacant land south of Elmwood Drive and east/west of Arthur Street

Legal Desc: Leeds Con.1 Pt. Lot 16 RP 28R-15673 Parts 1 to 25, Town of Gananoque

Acreage: Approximately 11.6 ha (28.66 acres)

Lot Coverage: 35% Maximum Coverage

Official Plan: Residential

DP Designation: Residential

PURPOSE AND EFFECT

The applicant has applied for a Plan of Subdivision on vacant lands consisting of 66 single family dwelling lots and 5 blocks of multi-residential (35-37) for a proposed total of 101 dwelling units.

This report addresses the application for a Plan of Subdivision under Section 51 of the Planning Act (see Attachment 1 – Approval Process). Draft Plan approval is issued prior to the creation of individual lots for the purposes of ensuring the applicant is able to meet the criteria outlined in the Planning Act and includes the Provincial Planning Statement, Official Plan and Development Permit Bylaw.

Draft Plan approval additionally provides the applicant a minimum of three years to fulfill any reasonable conditions. Upon all conditions being met, the applicant may proceed to registration of the subdivision/agreement and creation of individual lots.

Supporting documentation received in regards to the proposed plan include:

Plan of Subdivision Application SD2025-01

Development Permit Application DP2026-04

Concept Plan - June 2026

Draft Plan dated May 28, 2026

Planning Justification Report - September 17, 2025 and Addendum - June 2, 2026

Archaeology – Stage 1-2, 3 (Connor and Jasper Site)

Enhanced Wetland FIG.7 – May 2026

Environmental Impact Assessment - August 29, 2025 and Addendum - June 2, 2026

Geotechnical Report - May 28, 2026

Sanitary Service Report - May 2026

Stormwater Management Report - May 2026

Traffic Impact Study - August 26, 2025 and Addendum - June 2026

Water Supply Report - May 2026

Wetland Evaluation - October 28, 2025

SITE BACKGROUND

The lands are located south of Elmwood Drive, east and west of Arthur Streets, east of John Street and abuts the St. Lawrence River to the south.

Road connections are proposed to Elmwood Drive, Arthur Street (east) and John Street (west) with two cul-de-sacs within the development.

The lands are designated residential in both the Town's Official Plan and Development Permit By-law. The lands have historically remained vacant and include a number of natural features including wetlands, streams, unstable slopes in addition to the residential designation.

DISCUSSION

Planning Act

The Province sets out matters of provincial interest that the Minister, Council, Planning Advisory Committee and the Tribunal shall have regard to when undertaking land use planning matters under the Planning Act (see Attachment 2).

The Subdivision of land is regulated by Part VI "Subdivision of Land" of the Planning Act, R.S.O. 1990, c.P.13. Section 24 of *The Planning Act* establishes the criteria for the review of Plan of Subdivision Applications.

In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

- (a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;
- (b) whether the proposed subdivision is premature or in the public interest;

- (c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- (d) the suitability of the land for the purposes for which it is to be subdivided;
- (d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;
- (e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- (f) the dimensions and shapes of the proposed lots;
- (g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- (h) conservation of natural resources and flood control;
- (i) the adequacy of utilities and municipal services;
- (j) the adequacy of school sites;
- (k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- (l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- (m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the *City of Toronto Act, 2006*.

Provincial Planning Statement 2024

The Provincial Planning Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario.

Note: The Provincial Planning Statement 2024 (PPS) "*The Provincial Planning Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.*"

Key relevant policies will be discussed in this section.

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, recreation, parks and open space, and other uses to meet long-term needs;

- b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area*.

2.3 Settlement Areas and Settlement Area Boundary Expansions

- 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*.
- 3. Planning authorities shall support general *intensification* and *redevelopment* to support the achievement of *complete communities*.
- 4. Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions.

3.1 General Policies for Infrastructure and Public Service Facilities

- 1. *Infrastructure* and *public service facilities* shall be provided in an efficient manner while accommodating projected needs.
- 3. *Infrastructure* and *public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety.

3.3 Transportation and Infrastructure Corridors

- 1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*.

3.6 Sewage, Water and Stormwater

- 2. *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety.

3.9 Public Spaces, Recreation, Parks, Trails and Open Space

- 1. Healthy, active, and inclusive communities should be promoted by:
 - a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities;
 - b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation;
 - c) providing opportunities for public access to shorelines; and
 - d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.
2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas, surface water features and ground water features*.
3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E¹, recognizing that *natural heritage systems* will vary in size and form in *settlement areas, rural areas, and prime agricultural areas*.
4. *Development and site alteration* shall not be permitted in: b) *significant coastal wetlands*.
5. *Development and site alteration* shall not be permitted in *significant wildlife habitat, significant areas of natural and scientific interest; and coastal wetlands* in Ecoregions 5E, 6E and 7E1 unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
6. *Development and site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
7. *Development and site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.
8. *Development and site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.

4.2 Water

1. Planning authorities shall protect, improve or restore the *quality and quantity of water*:
 - a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning;
 - b) minimizing potential *negative impacts*;
 - c) identifying *water resource systems*;
 - d) maintaining linkages and functions of *water resource systems*;
 - f) planning for efficient and sustainable use of water resources; and
 - g) ensuring consideration of environmental lake capacity, where applicable.
3. Municipalities are encouraged to undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.

4.6 Cultural Heritage and Archaeology

2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *significant archaeological resources* have been *conserved*.
4. Planning authorities are encouraged to develop and implement:
 - a) archaeological management plans for conserving *archaeological resources*; and
 - b) proactive strategies for conserving *significant built heritage resources* and *cultural heritage landscapes*.
5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources*, *built heritage resources* and *cultural heritage landscapes*.

5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.
2. Development shall generally be directed to areas outside of:
 - a) *hazardous lands* adjacent to the shorelines of the *Great Lakes -St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*;
 - b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
 - c) *hazardous sites*.
3. *Development* and *site alteration* shall not be permitted within:
 - a) the *dynamic beach hazard*;
 - b) *defined portions of the flooding hazard along connecting channels* (St. Lawrence River);
 - c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
 - d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.
4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

Comment: The PPS provides that development shall occur within settlement areas and achieve *complete communities*. The proposed development with the range of housing sizes and housing options contributes to a complete community.

The proposed development has demonstrated that the lots can be serviced by both municipal water and sewer infrastructure with the submission of the background reports.

The proposed development has a number of natural features including coastal wetlands and unevaluated wetlands as defined in the PPS. The EIS undertook evaluations and determined that the wetland areas will be reduced but its' functionality will improve and the applied setbacks will not negatively impact.

Further review of the infrastructure and EIS will be discussed in this report.

Official Plan

As per the PPS, *the official plan is the most important vehicle for implementation of the Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans.*

The Official Plan (OP) Vision is *“to preserve and enhance the Town’s unique ‘small town’ heritage, preserve our historic and environmental character, and provide a high quality of life through a sustainable development pattern.”* The guiding principles, developed through consultation, identifies how we are to consider land use applications - what we want to preserve, maintain, improve upon or committed to doing. Related to these applications include *“enhancing the quality of our residential neighborhoods through appropriate housing types, densities and transitions from adjoining land uses”* and planning for a *“connected system of greenways and parks facilities to serve residents and visitors”*.

The subject lands are designated Residential under Section 3.2 Where We Live – Planning Sustainable Residential Neighbourhoods of the Official Plan Policy Area. The residential policies are to preserve and consolidate existing residential neighbourhoods and provide for new residential opportunities through intensification from apartment dwellings in multi storey buildings, to single dwelling subdivisions, to mixed use buildings with local commercial, schools and residential uses.



Residential - Schedule "B"

Section 3.2.1 identifies the Goals & Objectives of our residential neighbourhoods which is to *“Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.”*

The proposed Plan of Subdivision meets a number of the objectives for the Residential Policy Area including:

- *Promote and support development, which provides for affordable, freehold and/or rental housing with a full range of density types;*
- *Ensure that land use policies and zoning do not establish barriers to a more balanced supply of housing;*
- *Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of architectural design and density;*
- *Encourage housing opportunities that are in proximity to work, shopping, and recreation to reduce the need to drive and encourage walking and cycling;*

Section 3.2.2.1 identifies that the permitted residential uses shall include a full range of dwelling types from low density single-detached to high-density apartment dwellings.

Section 3.2.2.2 Residential development within the Waterfront Residential policies provides for minimum setbacks of 30m to ensure protection of the shorelines.

Section 3.2.2.6 provides that all development in the Town be on full municipal water and wastewater services and Council shall not contemplate applications that propose development on communal or private services.

Section 3.2.2.8 and 3.2.2.10 policies seeks a mix of housing types and permitting a full range of housing densities. Housing density is seeking a target of 12 units per gross hectare through low and medium density in the current Official Plan.

Affordable Housing is also noted in the policies encouraging higher densities and housing mix where appropriate and it is the intent of Council that such production will be encouraged, as appropriate. Higher density residential development will generally be encouraged in locations having greater amenities or services such as areas in proximity to Commercial designations, Open Space, Arterial or collector roads.

Residential density and affordable housing will only be permitted where it is compatible with the neighborhood, where sewer and water lines have adequate capacity to service higher density development and where the street system is such that traffic, parking and access will not result in negative impacts.

Comment: The proposed development provides for single family detached and townhouse dwellings (subject to compliance with the Development Permit By-law) which contributes to the range of housing types within the Town. The development as presented is an extension of the Residential within this area of Town.

Housing density meets the Official Plan target of 12 units per gross hectare through low and medium density housing with the provision of a total of 100-103 dwelling units. While the draft Official Plan identifies a target density of 16 units per gross hectare. The layout and placement of the road network and residential development were shaped, in part, by environmental features.

The developer provided an Affordable Housing Assessment prepared in support of the proposed Draft Plan of Subdivision, identified as Appendix A under Planning Justification Report – September 17, 2025. The assessment provides that there are tools in place to accommodate Additional Residential Units and the sewage and water briefs were assessed to support that they can be accommodated. Additionally, the Addendum of June 2026 provided that the plan includes townhouses and lots for smaller dwellings.

The proposed street network will be identified as local roads with connectivity to Elmwood Drive, Arthur Street (east) and John Street.

Recreational pathways or open space pathways are provided throughout the development to connect to local roads and areas of the wetlands. Parklands will be further discussed.

Section 3.6 Our Environment provides for significant natural heritage features and the protection thereof. The Town's Official Plan provides that the goal is to conserve, protect and enhance the Town's natural heritage features.

- Endangered species include the Pugnose Shiner, Butternut Tree, Ginseng, Broad Beech Fern, Stinkpot Turtle and Black Rat Snake.
- Areas of fish habitat do not permit development or site alterations except in accordance with Provincial and Federal requirements.
- Shoreline protection and preservation policies are applicable to development along the St. Lawrence River.

Schedule "F" Natural and Cultural Heritage Features provides that the lands are subject to unstable slopes and fish spawning but outside of significant woodlands.



COMMENT: It is noted that the original Environmental Report applied the Endangered Species Act (ESA) which has since been repealed and replaced with the Special Conservation Act (SCA).

The Environmental Assessment provided observations based on field surveys and review for plants and wildlife. Specifically observed on the site was the following:

Butternut Tree (1) – health assessment per provincial guidelines

Chimney Swift – no nesting observed, anticipate nest off-site

Pugnose Shiner – more suitable to St. Lawrence not inlet

Little Brown Myotis bat – recorded but not observed, tend to roost in hollow trees or peeling bark

Tri-colour bat and Hoary bat – recorded but not observed, tend to roost in large forested such as east and west of the site, and older buildings.

The study concluded that the development and potential impacts can be mitigated provided the recommendations and monitoring are undertaken. The EIS recommends the installation of wildlife habitat features including logs and woody debris, turtle nesting area, duck boxes, bat boxes, and an osprey platform. This will be a draft condition.

A peer review was undertaken by Jewell Engineering who concurred with the assessment of the site and that the recommended setbacks should not result in negative impact with the continuation of a monitoring plan.

Minimum setbacks have been implemented between the development and the woodlands (adjacent property east) and St. Lawrence River of 10m.

It is the intent of the owners to convey to the municipality all areas defined as open space. This includes areas of the watercourse and where the wetland modifications are being proposed. The studies have not provided

details of how monitoring will occur or how often. Implementation as set out on an approved enhancement plan will be the responsibility of the owner.

Staff would conclude that the Town accept the blocks (with exception of the archeological site), subject to first obtaining a full understanding of the long-term maintenance and perpetual monitoring responsibilities associated with them.

Comments were received under correspondence from the Cataraqui Region Conservation Authority dated July 22, 2026.

Within the report, outstanding CRCA concerns include:

- The plans do not appear to comply with the 76.1 m regulatory flood level within Blocks 73 and 76, filling appears to be proposed within portions of Street One, Block 73 and Block 76. CRCA does not support floodplain compensation or excavation below the existing flood level as a mechanism to enable development on the St. Lawrence River.
- It remains uncertain whether the proposed watercourse modifications can be permitted. CRCA policy does not support engineered flood-conveyance or flood-control channels used to create or enlarge development envelopes. It has not yet been demonstrated that all affected lots, particularly Lots 24 to 26, contain developable areas that comply with existing policy requirements.
- CRCA recommends shifting Street One north to avoid infilling the central MAS3-1 wetland cell and incorporating the riverine portion of the central MAM2-2 wetland cell into Open Space Block 76.
- CRCA cannot yet confirm the regulatory permissibility of the proposed floodplain, watercourse and wetland alterations under Ontario Regulation 41/24.

Section 3.7 Development Constraints – Planning for Public Health and Safety. The Town's Official Plan identifies that development constraints include the natural resources of floodplains, erosion, unstable or organic soils.

- Hazardous Lands – Flooding and erosion
Applications for development and site alteration in locations where the floodplain is not identified shall adhere to Ontario Regulation 148/06 as administered by the Cataraqui Region Conservation Authority.
- Unstable Slopes and Organic Soils

Schedule "G" Development Constraints provides that the lands are subject to unstable slopes and subject to flood plains.



COMMENT: The Geotechnical Study undertaken by Malroz Engineering Inc. concluded that the lands are suitable for development provided there is continued monitoring and inspections..

A clause is to be included in the subdivision agreement that the owner implement all recommendations and monitoring/inspections during construction of the road and building of dwelling units.

4.0 Making it Work – Our Infrastructures

The goals of the OP policies is to ensure that the infrastructure services are provided appropriately and in a cost-effective manner which recognizes development priorities and protects the environment. The road network is *“to function in a cost effective, efficient and safe manner for the movement of people and goods”*. The objectives further identify that water and wastewater, stormwater and waste management is to be undertaken in a fiscally and environmentally responsible manner.

The proposed road network (Section 4.1.3.2) includes the addition of two streets which will seek a reduction of the street width from 20 metres to 18 metres. The proposed reduced right of standard may be accepted provided infrastructures can be accommodated.

Section 4.1.4 of the OP identifies that water and wastewater infrastructures are maintained and that development should occur where services can reasonably be extended. Development should not occur where it would result in unplanned expansions to the existing infrastructures.

Section 4.1.6 addresses Stormwater Management and that the plan of subdivision shall be undertaken within the Ministry of Environment guidelines.

Comment: Preliminary calculations for the water supply service and sanitary services report both dated May 2026 indicated that the infrastructure is capable of fire flow and pressure to the development. The population density was

based on four people/SFD, 2.38 people/townhouse unit. Fire flows meet the recommended minimum standards.

Public Works has reviewed the proposed Draft Plan, second-submission materials, including the revised background reports and addendums in addition to the CRCA comments dated July 22, 2026 and the following is incorporated:

- The revised submission has addressed several of the original operational and servicing comments. The proposed 18-metre internal rights-of-way and two cul-de-sac configurations are acceptable subject to road detail. Final confirmation will be addressed through a draft condition of approval.
Note: The original submission included three cul-de-sacs and Staff recognize that the configuration of the road network has been influenced by the site's environmental constraints.
Connectivity of sidewalks to Arthur Street (east) is required. Sidewalks are not provided on Elmwood Drive or John Street.
- Proposed watermain looping within both cul-de-sacs addresses the original concerns associated with dead-end watermains.
- Sanitary servicing remains subject to confirmation of downstream capacity within the existing 600 mm trunk sewer, East End Pumping Station, and Gananoque Sewage Lagoons. The sanitary infiltration allowance and proposed sewer velocity criteria requires resolution.

The Stormwater Management Report, Memo – Floodplain Elevation and Setback, Water Supply and Sanitary Servicing reports prepared by Forefront Engineering Inc. were peer reviewed by Jewell Engineering Ltd. While Jewell identified that they had no immediate concerns with the Stormwater Management Design, Public Works is desirous of a SWM plan that reduces as much operational maintenance as possible. Staff are just catching up with the regulatory requirements for existing SWM facilities and do not currently have the resources or capacity to absorb unnecessary or avoidable maintenance requirements wherever possible.

Draft conditions of approval will include final approvals by Public Works Department and the CRCA.

5.4 Development Control

Section 5.4.1 of the OP identifies how a plan of subdivision is to be reviewed. It is reviewed on the basis of technical, environmental and planning and design considerations. Technical considerations include items such as servicing, stormwater plans, grading and other studies.

Planning and Design Considerations include:

1. Consistency with the Lowertown Master Plan where applicable
2. Lot and block configuration
3. Compatibility with adjacent uses
4. Road access, street layout and pedestrian amenities
5. Parks and open space amenities
6. Easement and right-of-way requirements
7. Justification of the need for the Subdivision
8. In considering a draft plan of subdivision, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act, R.S.O. 1990*
9. Emergency and secondary accesses

Lot and block configuration

The proposed layout is proposing single detached dwelling units (66), 4 Blocks of townhouses (23 units) and cluster townhouses (12-14). Cluster townhouses are referenced as dwellings within a lot serviced by a private lane.

The applicant has applied for a Class III Development Permit seeking relief to reduce the front lot frontage from 15m to 11m and reduce the floodplain setback from 30m to 15m. The foregoing will be further addressed under the Development Permit by-law review.

Blocks proposed:

Lot Addition (Block 72)	A portion of the subject lands is proposed as a lot addition to an abutting property. This lot addition is approximately 0.955 hectares and has been excluded from the Plan of Subdivision for the purpose of calculating density.
Parks (Blocks 73 and 74)	Block 73 (0.26 ha), adjacent open space (Block 76) of unevaluated wetlands and watercourse. Block 74 (0.256 ha), adjacent open space (Block 76) and the St. Lawrence River.
Open Space Blocks (Block 75, 76, 77)	Blocks 75, 76 and 77 are proposed as Open Space intended to be conveyed to the Town. Staff Note: Wetland Area, Hazard Lands Archaeological identifies the “Jasper” site
Servicing (Block 78, 79, 80)	Block 78 includes an existing sewer Block 79 existing outlet Block 80 existing outlet and provides connection to Open Space
Future Development (Block 81, 82)	Block 81 identified as 0.010 ha Block 82 identified as 0.002 ha

Road access, street layout and pedestrian amenities

- The road network as presented provides connectivity to Arthur Street (east), Elmwood Drive and John Street. The preferred street connection is located along the existing sewer easement, which provides an opportunity to establish a connection between two existing Arthur Streets. However, due to the existing development to the north of the easement, the resulting road alignment would only be developable on one side and not the benefit of development potential on both sides of the roadway. Original submissions did not provide for Arthur Street (east) connection.
- The proposal as submitted appears to provide a portion of lands in the area of Arthur Street (west) that will need to be acquired to incorporate the full street. The conditions of approval will provide a clause in this regard.
- The Traffic Study prepared by GHD in support of the application identified that the proposed subdivision is expected to generate 79 vehicles during am peak/92 during pm peak at the areas of King Street East/Elizabeth and King Street East/William being the arterial intersections carrying the larger volumes of traffic. The Traffic Impact Study addendum does not fully address the outstanding peer-review comments concerning the study area, traffic-count timing, nearby school traffic, interaction between closely spaced intersections, trip distribution, future analysis horizons and active-transportation connections.
- The underlying lands may have a number of existing easements that may be in favour of other parties, particularly residences along the St. Lawrence River. The conditions of approval will include a clause requiring the Owner to acknowledge that any existing easements registered on the property may need to be released, subject to the consent of the affected landowners and confirmation that alternative access arrangements are maintained for adjacent properties.
- The development provides for sidewalks on one side within the interior of the cul-de-sacs. Sidewalk connectivity to Arthur Street (east) is required. Block 80 will additionally serve as pathway connection in addition to servicing. Sidewalks/Pathways are to be 1.5m (5') in width which is the standard in road reconstruction projects throughout the Town. Pathways are to be implemented with stone-dust or an approved material by the Public Works Department.
- Additional conditions of approval will require but are not limited to:
 - Final Lot Grading and Drainage
 - Final Plan and Profile Drawings
 - Final Sediment and Erosion
 - Final Streetlighting - Streetlighting shall include style, design and illumination coverage in keeping with EIS mitigation measures
 - Final Composite utility plans require approval from Public Works and agencies such as Bell Canada, Eastern Ontario Power, Canada Post.
 - Tree Inventory and Preservation plan
 - Notice to all Offers of Purchasers and Sale (Homeowners Manual)

Parks and open space amenities

As a condition of approval, Section 51 of the Planning Act, Bylaw 83-44 and Section 5.4.5 of the Official Plan provides that the Town may seek cash-in-lieu of parkland or the acquisition of lands for a public park or recreational uses. Consideration should be given to the need, size of the parcel being conveyed, the appropriateness, location and usability of the land. The proposed plan of subdivision is offering the Town lands for their contribution to parkland.

Review of the Joint Recreation Master Plan dated February 2019 and accepted under Motion No.2020-005 was considered by Staff. The Plan identifies that *“the municipalities (TLTI and the Town) should focus efforts on obtaining cash-in-lieu (CIL) of parkland as the preferred method of parkland dedication for new developments in order to pool resources to acquire larger park parcels that can be used for a variety of active and passive recreation uses, or the improvement of existing facilities (i.e. Lou Jeffries Park, Jerry Park, etc.)”*. It further notes that *“Parkland acquisitions in areas of growth and future developments must be considered based on their connectivity to the existing parks, open space and trails system, street frontage, and ease of accessibility. It should also be of sufficient size and configuration to allow for the development of a variety of active and passive amenities, with a priority to develop larger parks (as appropriate) over smaller parkettes”*.

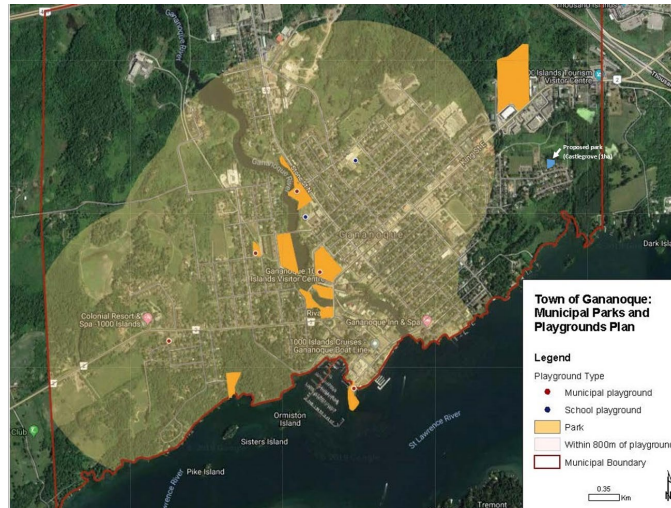
The plan further provided for recommendations regarding parkland service levels and acquisition as follows:

Recommendation(s): Parkland Service Level & Acquisition

- 63. Plan to acquire a combined total of 18.50 hectares of parkland by 2029 to meet parkland needs associated with projected population growth.*
- 64. Maximize the supply of available parkland through a range of strategies, including dedication by development, donations, accessing grants, land trusts, conservation easements, land exchange, partnerships, agreements and direct purchase.*
- 65. Consider the acquisition of undevelopable natural open space areas through the development process and other means of securement to provide opportunities for enhanced conservation, and compatible public access and linkages to the parks, trails and open spaces, as per Section 51(25)(b) of the Planning Act. This land should not be accepted as part of the parkland dedication requirement (i.e. no credit is to be applied).*
- 66. Continue to consider cash-in-lieu of parkland and acquisition of additional parkland by other means where land acquired through dedication by development is insufficient in size or shape for the intended park function.*

The south-east quadrant of the Town has little to no recreational areas in terms of fields, play structures or park space. Within the general area, the Lou Jefferies Municipal Complex provides for tennis/pickleball courts, arena and ball/soccer fields.

The Castlegrove Subdivision in the area north of MacDonald Drive, east of Wilmer and the newly constructed Jean Drive (west) includes a condition for a Park Development Plan which is to be submitted and satisfactory to the Town. If the proposal is acceptable the lands will be accepted within the development. To date, no plan has been provided for consideration. Other areas in proximity include 355 Arthur Street (Grasshopper Park) and the community gardens.



Consideration of parkland should include lands that are useable and not hazardous or intended to serve for other purposes of the development such as a wetlands or stormwater management pond.

Block 73 and 74 are being proposed as public parks with Street One and Street Two providing access.

- Based on what is being proposed and comments received, Block 73 may primarily be wetlands and may not be suitable as parkland. This is supported by the CRCA comments.
- Block 74 is located adjacent to the St. Lawrence River and provides an opportunity to establish public waterfront access and a waterfront park area. While Section 3.1.2.2 of the Official Plan references the Lowertown Master Plan, the intent and objectives of the policy are considered applicable to the proposed area. Specifically, the provision of public open space can support the creation of safe, attractive, and inviting areas for public use while providing a visual transition between private and public spaces.

Additional areas, aside from parkland being proposed to the Town are those identified as Open Space being the areas of the wetland and watercourse that runs east-west throughout the subdivision.

Parkland and/or Cash-in-lieu of Parkland will be a condition of draft approval.

Easement and right-of-way requirements

Easements will be identified in the subdivision agreement for servicing, wetlands, stormwater management or connectivity.

Criteria for consideration of Section 51 (24) of the Planning Act

As identified earlier in the report, consideration for a plan of subdivision shall consider Section 51 (24) of the Planning Act. Criteria has been identified within the report and comments received by the agencies and the public via circulations and technical meetings.

An initial meeting was held December 9, 2024, May 21, 2025, August 26, 2025, October 16, 2025 and January 15, 2026 with Jennifer Ailey representing 100989284 Ontario Inc. c/o Tomlinson Limited.

A Technical Review meeting was held on February 9, 2026 with representatives from 100989284 Ontario Inc., MHBC Planning Urban Design & Landscape Architecture representing the Owner, Kyle Nielissen of Forefront Engineering representing the Owner, Public Works and Planning Staff along with invitations extended to CRCA, Enbridge, Cogeco, Eastern Ontario Power, Bell Canada and CRCA. Additional meetings were held on March 3, 2026 and May 6, 2026 with the representatives and CRCA.

Notice of complete application and background information was posted to the Town's website February 6, 2026.

Notice of the Public meeting was circulation to abutting landowners within 120m of the property and posting of the property along with posting of the background information on the Town's website and available at Town Hall July 2, 2026.

Emergency and Secondary Accesses

The development provides for connectivity to existing streets including Arthur Street, John Street and Elmwood Drive.

5.10.3 Heritage Conservation

Complete applications for a Plan of Subdivision include archeological studies for lands that are proposed on lands within 300 metres of a shoreline. The subject lands included a Phase 1 and 2 as well as a Phase 3 for two particular sites.

Section 5.10.3 of the Official Plan policies indicate that "Council may consider archaeological preservation in-situ, to ensure that the integrity of the resource is maintained."

COMMENT: Identified archeological areas on Street 2 and Lot 55, 56, 57 are proposed to undertake a Stage 4 Archaeological Assessment. Street 2 is required in advance of the development moving forward. This area will be

designated with a holding provision in the Development Permit By-law that works are to be undertaken prior to development.

An archaeological area has also been identified adjacent to Lots 36 and 37 and is proposed to be conveyed to the Town as part of the open space block.

Staff are not recommending that the Town assume ownership of this area. Retaining these lands in perpetuity would require the Town to monitor and maintain the archaeological site, creating ongoing obligations for the Town as a municipal asset. The proposed area is located behind residential dwellings and is not visible from public roads or other routinely monitored municipal lands.

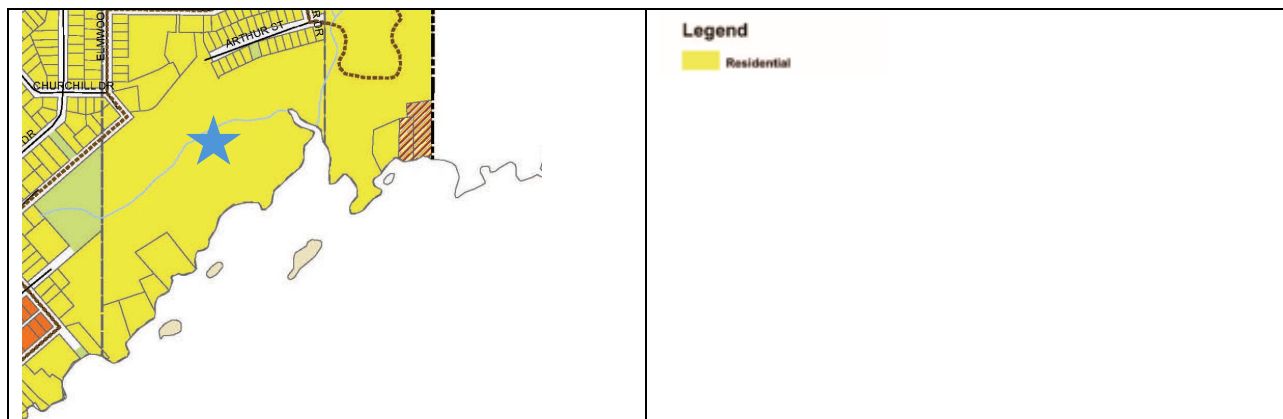
Consultation with the Ministry of Citizenship and Multiculturalism identified that should the Town assume ownership of the Jasper site, the Town would be required to provide a formal commitment letter. Note: the Ministry has indicated that the archaeological area must first be clearly delineated. To date, the Ministry has not established the boundaries of the site; this could be addressed through the preparation of a reference plan.

It is recommended that the area undertake a Stage 4 and following Ministry acceptance be incorporated as part of Lots 38 and 39.

Development Permit By-law

Compliance with the Development Permit By-law is a condition of draft approval.

The area of the proposed plan of subdivision is designated Residential with the Development Permit By-law. The designation provides for a variety of residential uses including single family dwellings and townhouses.



Summary of site specific:

- Park blocks and open space areas are proposed to be re-designated from “Residential” to “Open Space”.
- Natural Features Setback: minimum 15m setback from the floodplain (Lots 54 to 66) and wetland (Lots 19 to 21), 6m along the watercourse (Block 76)

In addition to the above, the proposed setbacks should apply to all recommended setbacks; 15m from retained wetland features, minimum 6m from the existing high-water level of the watercourse and 6m from the top of steep slopes.

Below outlines the proposed site provisions seeking relief for Lots and/or Blocks of residential:

- Temporary Holding: Lots 55, 56, and 57 requires the completion of a Stage 4 Archaeological Assessment prior to development proceeding. (Note: Street 2 will be a condition of approval).
- Reduced Lot Frontage: Lots 7–19, 22, 24–33, and 35 seeking a reduction from 15m to 11m.
- Of note: Block 71 will require an additional Development Permit application upon determination of the layout of the lands.

CIRCULATION TO AGENCIES

Circulation of 120 m to adjacent property owners and prescribed agencies (comments received to date):

CAO	No comments.
Chief Building Official	
CRCA	
School Boards: CDSBEO/UCDSB Health Unit: South East Health Unit	
Utilities/Public Works: Bell Canada/ Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	Enbridge: No objection. Condition provided for easements/agreements
EMS: Fire/LG Paramedic/Police	Fire: No concerns
Parks and Recreation	The Town could use parkland in that area of Town. Staff are fully supportive of it. Although the lands are not ideal to access, it would be very suitable
Public Works, Water/Sewer Utilities	Public Works comments are incorporated within the report.
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	MTO: No land development review required
Neighbourhood: Posting and 120m Circulation, Posting on Town	Abley – 175 Elizabeth Street Beer – 175 Elizabeth Street

website	Corbett – 607 Arthur Street Creagh – 685 Arthur Street Finn – 265 Churchill Drive Goddard Heppelle – 132 Maplecroft Court Kluensch – 205 Elmwood Drive Marion – 124 Maplecroft Court Martin McCallum – 165 Elmwood Drive McCallum – 165 Elmwood Drive McLean – 335 Elmwood Drive McLean 2 Pajunen Williams – 625 Arthur Street Ruddock – 695 Arthur Street Sprenger – 140 Elmwood Drive Thomas – 335 Elmwood Drive Thomas – 335 Elmwood Webber – 125 Elmwood Drive
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Correspondence received from residents (attached) have been summarized as follows:

- impacts on the natural environment, wildlife habitat, wetlands, tree cover, floodplain function, stormwater runoff, and the St. Lawrence River.
- increased traffic, pedestrian safety, construction truck routing, noise, dust, blasting, potential property damage, and road deterioration.
- whether existing municipal infrastructure, including sewer, water, stormwater, road, and electrical systems, has sufficient capacity.
- density, reduced setbacks and lot frontages, loss of privacy and neighbourhood character, and the need to preserve green space, trails, and possible waterfront access.

The Town appreciates the correspondence received from residents and recognizes the importance of community input in the development review process. The comments received have been considered and will inform the technical review of the application.

Natural Environment

The applicant has provided the appropriate studies to consider the natural environment of the property. These have been peer reviewed and the Cataraqui Conservation Authority has been a part of the discussions since the applicant came forward. Subject to Draft Approval, draft conditions set out the requirements for the application including implementation and mitigation measures.

Traffic and Construction

The Town acknowledges that construction and increased traffic are temporary inconveniences that are generally unavoidable during development. Efforts will be made to minimize the impacts including a construction traffic route.

Municipal Infrastructure Capacity

The applicant has provided the appropriate studies to demonstrate that adequate servicing capacity exists or can be provided before development proceeds. Public Works as a condition in draft approval and final approvals are required.

Neighbourhoods

The lands are located in a Residential designation within the Official Plan and Development Permit By-law; housing is permitted. As part of the process the Planning Act, Provincial Planning Statement and Official Plan set policies for consideration including density, surrounding areas, landscaping, open space.

Staff do not object to a residential development on the lands. However, there are outstanding and unresolved matters that should be apprised of prior to considering the issuance of draft approval, including, but not limited to:

- CRCA correspondence dated July 22, 2026
- Open Space blocks – response to monitoring and on-going maintenance, long-term prior to Council considering and acceptance of additional assets.
- Archaeological (within open space) – area be excluded from the Open Space and the lands undertake a Stage 4 to be incorporated in Lots 38 and 39.
- Acquisition of lands from adjacent property owner to connect to existing Arthur Street (east)

The unresolved matters may require revisions to the proposed road alignment, lot configuration, park and open-space blocks, grading, stormwater design and development permit.

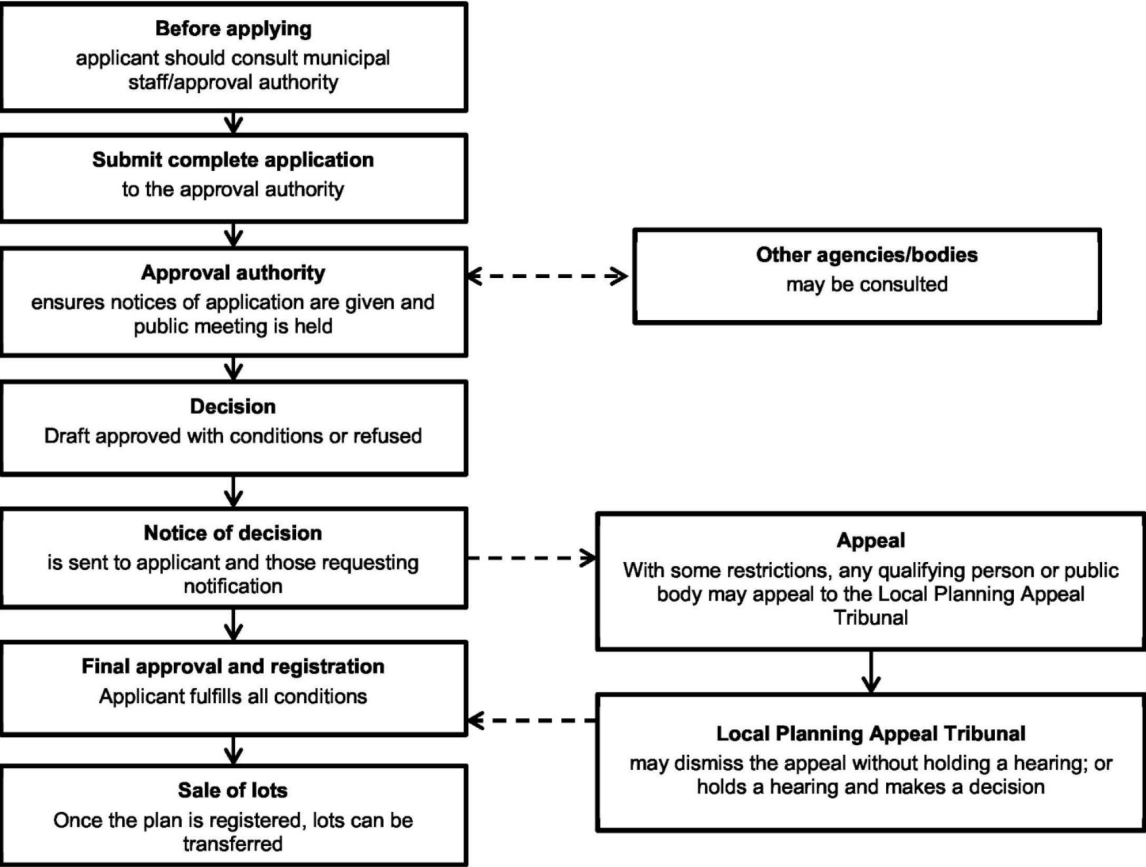
Given the foregoing, Staff recommend that consideration of Draft Plan of Subdivision Application SD2025-01 and the related Development Permit Application DP2026-04 be deferred.

Attachment 1 – Approval Process
Attachment 2 – Planning Act, Section 2
Attachment 3 - Peer Reviews
Attachment 4 – Comments received from Agencies
Attachment 5 – Comments received from Public

APPROVAL	
	Brenda Guy, Manager of Planning and Development

Attachment 1

Flowchart: Subdivision Process



Attachment 2 – Planning Act, Section 2: Provincial Interest

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;
- (b) the protection of the agricultural resources of the Province;
- (c) the conservation and management of natural resources and the mineral resource base;
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- (e) the supply, efficient use and conservation of energy and water;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (g) the minimization of waste;
- (h) the orderly development of safe and healthy communities;
- (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (m) the co-ordination of planning activities of public bodies;
- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.



July 21, 2026

Town of Gananoque
30 King Street East
Gananoque, ON

Attn: Brenda Guy
Manager of Planning and Development

**RE: Elmwood Subdivision – 205 Elmwood Dr, Gananoque, ON
Engineering Review of Traffic Impact Study Report
Jewell Project No.: 250-9941-01**

Ms. Guy,

Jewell Engineering Inc. (Jewell) reviewed the first submission and addendum traffic impact studies (TIS) by GHD Group dated August 26, 2025, and June 25, 2026 (respectively), for the Elmwood subdivision in Gananoque, ON.

The TIS was initially prepared to support the construction of 77 single-detached homes in the southeast end of Gananoque on Elmwood Drive. The draft plan was then revised to provide 66 single-detached homes, 23 street townhouses, and 12-14 attached townhouse units for a total of ~103 units. The TIS addendum reflects the revised draft plan and updates the 2025 trip generation, distribution and assignment, and 2030 future traffic conditions. The addendum concludes that the road network can accommodate the development-generated traffic without any improvements, consistent with the conclusions of the initial TIS submission.

The results of our transportation engineering review are as follows.

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Traffic Impact Study – Elmwood Subdivision (August 26, 2025)

1.1

- How were the study intersections identified? Was a Terms of Reference prepared and approved? The intersections at William St S / Elizabeth Dr and King St / Herbert St have not been considered.
- Gananoque Secondary School, which generates a large volume of traffic from September to June, is located ~250m from the site location at Elizabeth Dr / William St. The consultant should provide justification for the seasonal timing of the traffic counts and discuss the expected impact of school traffic.
- Was a Terms of reference prepared and approved or were communications with staff conducted to confirm there are no active developments in the vicinity that should be considered in the study?

2.0

- How were the Weekday AM and PM peaks selected as the study peak periods? Should weekend peak analysis be completed? Was a Terms of Reference prepared and approved?
- Traffic counts were collected on Thursday, July 10, 2025, from 7:30-9 AM and 4-5:30 PM.
 - How were the time periods for the counts established? Were the peak hours known from other available data prior to scheduling the counts? Otherwise, with such a short count period, there is potential that the peak hour got truncated.
 - The development is one block east of Gananoque Secondary School, and is located less than 1km from St. Joseph Catholic School and Linklater Public School. Summer counts do not capture school-related traffic. The Author should consider whether the counts are reflective of peak conditions.
- How was the existing signal timing established? Was a site visit completed? Was data provided by the Municipality? Discussion should be included in the report regarding signal timing, coordination, actuation, and phasing.

2.1

- Why was the intersection of King St E / Herbert St not considered? It is an offset intersection to King St E / Elizabeth St (~32m CL-CL). The offset is less than minimum spacing per TAC. The operation of this intersection is expected to impact the operation of the King St E/Elizabeth Dr intersection.

- The Author should justify the use of HCM2000 for the King St E / Elizabeth Dr intersection. Use of HCM2000 does not account for the underlying issue of closely spaced intersections and their interaction with each other. The Author should complete analysis with Sim Traffic to account for the interaction between the two intersections and verify results.

3.2

- The author should evaluate the trip distribution applied in consideration of trip desire lines from the existing southern side streets as opposed to relying solely on EB/WB traffic on King St E which is heavily influenced by external trips. For example, 65-70% of trips entering William Street & Elizabeth Drive are entering from the west vs. 55% applied.

4.0

- A buildout year of 2030 seems appropriate; however, further projection should also be considered. The 5-yr and 10-yr projections (beyond buildout year) of background and background plus development are typically included for plan of subdivision submissions.

5.0

- General comments for Transportation Demand management (TDM) were not provided, and the author did not discuss which measures the development uses, if active transportation is likely to be used, impacts to the conclusions of the study, etc. How will the proposed development's active transportation infrastructure provide connectivity to the existing network?

General

- Report shall be sealed by a licensed professional engineer per PEO's guidelines (R.R.O. 1990, Regulation 941; O. Reg. 837/21).

Traffic Impact Study Addendum – Elmwood Subdivision

2.0

- Not clear if the rates used are based on Peak Hour of Generator, or Peak Hour of Adjacent Street Traffic. They appear to be peak-hour of adjacent street traffic.

3.0

- See previous comments for trip distribution and assignment. Refer to *Traffic Impact Study – Elmwood Subdivision* 3.2.

4.0

- See previous comments for future traffic volumes and growth rate. Refer to *Traffic Impact Study – Elmwood Subdivision* 4.0.

5.0

- See previous comments for conclusions. Refer to *Traffic Impact Study – Elmwood Subdivision* 5.0

General

- Report shall be sealed by a licensed professional engineer per PEO's guidelines (R.R.O. 1990, Regulation 941; O. Reg. 837/21).

If you have any questions please feel free to contact the undersigned.

Sincerely,



Amanda Redden, P.Eng.
Jewell Engineering Inc.



Andrew Rosenthal, P.Eng.
Jewell Engineering Inc.

Elmwood Drive – Jewell Engineering Inc. Comment Response Matrix

Comment	Response	Comment 2
Jewell Engineering Inc. – Environmental Impact Assessment		
Section 1.2.2 Stream 1 and Elmwood Drive Wetland Enhancements We generally agree that an enhancement plan to Stream 1 and Elmwood Drive Wetland will improve ecological function. The report states that invasive species will be removed, the practice in which they will be removed could be clarified. Will the invasive plants physically be removed or will herbicides be used. The invasive species that are present such as <i>Typha</i> are well known to be difficult to remove due to their ability to grow rhizomally which allows them to spread and form colonies. This is something to consider when trying to find the best management practices when removing invasive species.	Noted – We recognize the challenges with removing <i>Typha</i>, and this will be considered as specific details of the enhancement are developed. The use of herbicides is to be decided, but if used, will be under the guidance of a licensed applicator, following all regulations, with input from experts and appropriate agencies.	Satisfied.
Section 4.2.1 Ecological Land Classification This section details the Ecological Land Classification designations for each community type found within the study area. Content in relation to soil sampling could be more consistent if possible. This includes having the moisture regime for each community as some miss this information.	Noted – moisture regime and other soil characteristics are only provided for communities owned by the proponent, as permission for soil sampling on adjacent properties was not had. In addition, soil sampling was not conducted in the SAS Submerged Shallow Aquatic community for practical reasons of sampling under water.	Satisfied.

Comment	Response	Comment 2
Section 4.2.3 Soil Characterization The soils could be named, not just described. Many of the soils reports reference primarily names, not just characteristics and have practical guidelines for restoration and management, albeit in an agricultural context but is still relevant for growing plants. This could be helpful when drawing conclusions and recommendations for this assessment.	Noted – other than the detailed soil stations noted in the EIA, soil sampling was limited to the protocols of Ecological Land Classification (ELC), and the Ontario Wetland Evaluation System (OWES), which is limited in the details required. However, additional soils details from the Geotechnical Report, other sources, and if required, additional sampling/classification will be considered as part of the enhancement plan.	Satisfied.
Section 5.7.4 Bats Information that pertains to the parameters that define the types of trees that are important to determine the likelihood of bat maternities (e.g. diameter at breast height (DBH), basal area and crown closure estimates) could be beneficial.	Noted – Bat habitat assessments were conducted by experienced staff, and all parameters that relate to bat maternity roosting were considered	Satisfied.
Section 7.1 Setbacks and Enhancements We agree with the various recommended setbacks and that they will not result in negative impacts to the features	Noted.	Satisfied.
Section 7.2 Fish and Fish Habitat Mitigation Fisheries could include reference to early spring monitoring as it is possible that northern pike could enter the wetland during their early spring spawning activity. We agree that the proposed improvements to the stream channel and the creation of	Noted – The Elmwood wetland was accessed during early spring, although fishing was not conducted. Water levels were not suitable for pike spawning; however, the inlet may be suitable which will be protected as part of the proposed development. Any alterations to the potential fish habitat will be conducted with approval from DFO.	Satisfied.

Comment	Response	Comment 2
an open water area in the wetland should make for a significant improvement in the fish habitat quality over time.		
Appendix G Wetland Enhancement Concept Plan There are various questions in relation to the enhancement plan. However, the report says that more detail will be included with further discussion with the applicable agencies. Below are some comments and questions to keep in mind while finalizing the plan: What will the monitoring plan consist of? How often will monitoring occur and what is the duration of the monitoring plan? How will the success of the enhancement be determined? What is the ideal rate of survival for the plantings? What is the ideal timing for planting in order to give the plants the best chance at success? How was the correct number of habitat structures determined? In conclusion, we agree with the physical assessment of the study area and the recommendations made. We believe that the recommended setbacks will not result in negative impacts. The enhancement plan	Noted – We appreciate these “food for thought” questions, and they will be considered during development of the enhancement plan and post- construction monitoring. We appreciate your agreement and also agree the enhancement plan needs fine-tuned and more details will be provided.	Satisfied.

Comment	Response	Comment 2
should continue to be fine-tuned along with the monitoring plan with consultation from the applicable agencies.		
Jewell Engineering Inc. – Engineering Review of Sanitary and Water Servicing Reports		
Suggest infiltration be increased to 0.28L/s.	Refer to the revised Sanitary Sewer Design Sheet. Infiltration is increased to 0.28 L/s/ha.	Satisfied.
Clarify actual velocities. Which sections of pipe will have $d/D < 0.3$?	The CLI-ECA Design Criteria have consolidated and clarified the applicable sewer design requirements relative to the 2008 Design Guidelines for Sewage Works, and establish a minimum velocity criterion of 0.6 m/s when flowing full. The CLI-ECA guidelines do not prescribe a minimum d/D ratio at peak sanitary design flow. Requiring $d/D = 0.3$ under peak design conditions would extend beyond the requirements set out in the current CLI-ECA Design Criteria. As per CLI-ECA Design Guidelines item 2.4.2 (May 2023) reads: “All gravity Sanitary Sewers shall be designed and constructed with slopes to provide at least 0.6 m/s of flow velocity, when flowing full to maintain solids in suspension.” The proposed sanitary sewer exceeds 0.6 m/s velocity at full flow capacity for all pipe runs and is in accordance with the CLI-ECA guidelines. We have provided a d/D column in the revised Sanitary Servicing Report. The entire sanitary sewer pipe system has $d/D < 0.3$. Re-sloping	Satisfied. See commentary in cover letter regarding increased maintenance obligation by municipality.

Comment	Response	Comment 2
	the sanitary sewer to achieve 0.6 m/s under peak sanitary design flow conditions would require substantially steeper slopes in the order of 3% and raising the road by ± 10 m to accommodate the increased slopes is impractical. This is typical in subdivision design, as achieving $d/D > 0.3$ at minimum allowable slope generally requires an equivalent contributing population on the order of approximately 450 persons or ± 7 L/s.	
There appears to be no discussion regarding the capacities of the 600mm trunk, the pump station and the sewage lagoon. It is suggested the municipality confirm the ECAs for each to determine if there is sufficient capacity in the pump station and lagoon	The Town of Gananoque has confirmed that it will review downstream capacity.	Satisfied.



June 10, 2026

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

Attn: Mr. David Armstrong

**RE: Elmwood Subdivision – Detailed Design
Engineering Review of Sanitary and Water Servicing Reports
And Review of EIS
Jewell Project No.: 250-9941**

Mr. Armstrong,

Please find our reviews of the revised Environmental Impact Study (EIS) and Functional Servicing Report (FSR) included.

EIS

We've reviewed the responses to our previously submitted EIS comments. The responses sufficiently address our previous comments, refer to the comment response matrix for further detail.

FSR

We've reviewed the revised functional servicing report and note that the requested changes have been made. The designers also provided some commentary within the response matrix regarding the distinction between the 2008 Design Guidelines for Sewage Works, and the newer 2023 Design Criteria for Sanitary Sewers (*abbreviated*) concerning minimum velocities in sanitary sewers. The assertion is that the 2023 guidelines supersede the 2008 guidelines and since the new guidelines do not make mention of the condition of pipes flowing partially full the calculation is not required.

We acknowledge the apparent contradiction between the 2023 CLI and the 2008 Design Guidelines for Sewage Works as it relates to the full vs partially full calculation. The 2023 guideline makes no reference to the partially full test. Would this then provide an opportunity for a designer to change how pipes are designed or has the Ministry learned that actual velocity

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calculation is not meaningful and they've dropped that requirement? This is not discussed in the 2023 guidelines. Perhaps it is neither answer and the two guidelines are each issued for different purposes and one does not obviate the other.

The 2008 guidelines contain a complete explanation of their progeny and list the guidelines they were intended to replace. By contrast, the new 2023 guidelines don't make a claim to revoke or supersede the 2008 guidelines and in fact make no reference at all to the 2008 guidelines. Jewell has not been able to find any other reference by the Ministry that states the 2008 guidelines have been superseded or replaced by the 2023 CLI guidelines.

Further, the issuance of the new guidelines would not make the physical problems associated with deposition in the circumstance of low velocity and partially full pipes disappear. If the shallow slopes and low usage of the proposed pipes would increase the likelihood of deposition and the maintenance effort, the calculation of actual velocity makes this apparent to the designer and the municipality.

With that said, the 2008 guidelines do not outlaw this circumstance, but require designers to make the calculation in order to reveal pipe sections which may be flowing partially full and having actual velocities less than the target minimum thereby alerting the designer and the eventual owner that those sections of pipe will potentially require more maintenance. If the design can be altered to minimize this – perfect. If this is not feasible, then the question is deferred to the municipality. If the municipality accepts they may need to perform more maintenance, now they are making an informed decision.

We note that the designers have responded to our recommendation and made apparent the actual velocities on the revised sanitary sewer design sheet. Actual velocities will be less than the recommended minimum of 0.6m/s for most of the proposed pipes. This indicates **the sanitary sewers in this development will likely require more maintenance. The guidelines permit the municipality to accept the pipe design with the understanding of increased maintenance obligation.**

We've clipped the Section 5.7.6 from the 2008 guidelines that include this instruction.

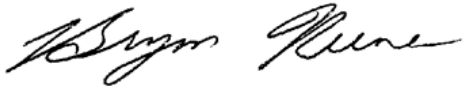
5.7.6 Maximum and Minimum Velocities

All sewers should be designed with such slopes that they will have a minimum sewage flow velocity, when flowing full, of at least 0.6 m/s (2.0 ft/s). In cases where the flow depth in the sewer, under peak flow, will not be 0.3 of the pipe diameter or greater, the actual flow velocity at peak flow should be calculated using a hydraulic elements chart and the slope increased to achieve adequate flushing velocities. In certain circumstances, such as where increased slopes would require deepening of extensive sections of the sewage collection system or the addition of a pumping station, peak

sewage flow velocities of less than 0.6 m/s (2.0 ft/s) may be considered provided that the municipality accepts that there may be increased maintenance requirements.

If you have any questions, please feel free to contact the undersigned.

Sincerely,



Bryon Keene, P. Eng.
Jewell Engineering Inc.



Amanda Whitehead, MSc
Jewell Engineering Inc.

January 20, 2026

Town of Gananoque
30 King St E
Gananoque, ON K7G 1E9

Att'n: Planning and Development, Town of Gananoque

RE: 205 Elmwood Drive
Environmental Impact Assessment Peer-review
Jewell Engineering File No. 250-9941

Jewell Engineering Inc. (Jewell) has reviewed the following supporting documentation for the proposed development at 205 Elmwood Drive in the Town of Gananoque, ON:

- Environmental Impact Assessment – 205 Elmwood Drive, Gananoque, Ontario (August 29, 2025)

WSP Canada Inc. (WSP) was retained by 1000989284 Ontario Inc. to conduct an Environmental Impact Assessment (EIA) in accordance with the guidelines of the Town of Gananoque for a proposed residential subdivision development. The proposed development is a residential subdivision, consisting of 77 single-detached lots.

The site is approximately 11.59 hectares in size and has various natural features such as forest, wetland, open areas and a small watercourse (Stream 1). As part of the proposed development, alterations, improvements and enhancements are proposed to Stream 1 and the non-significant Elmwood Drive Wetland.

Section 1.2.2 Stream 1 and Elmwood Drive Wetland Enhancements

We generally agree that an enhancement plan to Stream 1 and Elmwood Drive Wetland will improve ecological function. The report states that invasive species will be removed, the practice in which they will be removed could be clarified. Will the invasive plants physically be removed or will herbicides be used. The invasive species that are present such as *Typha* are well known to be difficult to remove due to their ability to grow rhizomally which allows them to spread and form

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colonies. This is something to consider when trying to find the best management practices when removing invasive species.

Section 4.2.1 Ecological Land Classification

This section details the Ecological Land Classification designations for each community type found within the study area. Content in relation to soil sampling could be more consistent if possible. This includes having the moisture regime for each community as some miss this information.

Section 4.2.3 Soil Characterization

The soils could be named, not just described. Many of the soils reports reference primarily names, not just characteristics and have practical guidelines for restoration and management, albeit in an agricultural context but is still relevant for growing plants. This could be helpful when drawing conclusions and recommendations for this assessment.

Section 5.1.1.2 Biological and Habitat Function

We agree with the assessment that the wetland plant biodiversity is limited. This is due to the high number of invasive species present on the property as well as few desirable plants that are outcompeted with invasive species. The definition of “desirable plants” could be clarified as it is not clear the criteria to meet this definition. Typically, this might mean established native species that also may provide key ecosystem services. We agree that the size reduction of the Elmwood Drive Wetland will not result in a loss of ecological function. We also agree that the enhancement plan will increase ecological function of the wetland due to the removal of invasive species, planting of native species and installation of wildlife habitat features.

Section 5.7.4 Bats

Information that pertains to the parameters that define the types of trees that are important to determine the likelihood of bat maternities (e.g. diameter at breast height (DBH), basal area and crown closure estimates) could be beneficial.

Section 7.1 Setbacks and Enhancements

We agree with the various recommended setbacks and that they will not result in negative impacts to the features as described below:

- A 15 m naturalized setback will be applied to the enhanced Elmwood Drive Wetland.
- A 6 m naturalized setback will be applied to the proposed highwater mark of the improved Stream 1.
- A 15 m setback will be applied to the portions of the adjacent coastal wetland that are not directly associated with the St. Lawrence River.
- A minimum 10 m setback will be applied between the proposed development and the adjacent significant woodland.

Section 7.2 Fish and Fish Habitat Mitigation

Fisheries could include reference to early spring monitoring as it is possible that northern pike could enter the wetland during their early spring spawning activity. We agree that the proposed improvements to the stream channel and the creation of an open water area in the wetland should make for a significant improvement in the fish habitat quality over time.

Appendix G Wetland Enhancement Concept Plan

There are various questions in relation to the enhancement plan. However, the report says that more detail will be included with further discussion with the applicable agencies. Below are some comments and questions to keep in mind while finalizing the plan:

- What will the monitoring plan consist of?
- How often will monitoring occur and what is the duration of the monitoring plan?
- How will the success of the enhancement be determined?
- What is the ideal rate of survival for the plantings?
- What is the ideal timing for planting in order to give the plants the best chance at success?
- How was the correct number of habitat structures determined?

In conclusion, we agree with the physical assessment of the study area and the recommendations made. We believe that the recommended setbacks will not result in negative impacts. The enhancement plan should continue to be fine tuned along with the monitoring plan with consultation from the applicable agencies.



Amanda Whitehead, MSc
Jewell Engineering Inc.



January 20, 2026

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

Attn: Mr. David Armstrong

**RE: Elmwood Subdivision – Detailed Design
Engineering Review of Sanitary and Water Servicing Reports
Jewell Project No.: 250-9941**

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Mr. Armstrong,

Jewell Engineering has completed a review of the sanitary and water servicing designs for the Elmwood Subdivision. Several documents were submitted to assist our review including:

- Stormwater Management Report, Forefront Engineering, August 2025
- Memo – Floodplain Elevation and Setback, August 26, 2025
- **Elmwood Subdivision – Water Supply Report, August, 2025**
- **Elmwood Subdivision – Sanitary Servicing Report, August 2025**
- Traffic Impact Study, GHD, August 26, 2025
- Geotechnical Investigation, Malroz, September 11, 2025

The subdivision application would create 77 new single family dwelling lots with potential for 2 additional lots pending clearance of archaeological investigation. The land holdings include 11.58ha.

Sanitary

Two sanitary connections will be made to the 600mm trunk sewer. One will be made near the extension of Elmwood Drive and the other along Arthur Street. The 600mm trunk sewer drains to the East End P.S.

Capacity would need to be demonstrated in:

1. The 600mm trunk sewer
2. The East End P.S.
3. The Gananoque Sewage Lagoons.



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The sanitary peak flow estimates were based on:

- 350L/person/day,
- 4 persons per single detached home,
- 2.38 persons for a semi-detached home,
- 2.38 persons for a townhouse, and
- infiltration allowance of 0.14L/s/ha.

The per capita usage of 350L is typical. The number of persons per household is generally dictated by the municipality. The report calculates 316 persons in 79 single family dwellings with an average of 4 persons per dwelling unit. This is slightly higher compared with some other jurisdictions that use 3 to 3.5, but represents some conservatism that makes up for a slightly lower calculation of infiltration.

The 0.14L/s/ha infiltration value is low. While there is no correct value, typical value for eastern municipalities tends to be 0.28L/s/ha (with several exceptions) and this is borrowed directly from MECP guidelines.

Flow monitoring can better help estimate inflows, but if a municipality experiences very high flows during storm events, it indicates their system is more at risk of higher inflows and should use the standard value. This would make a difference of as much as 1.6L/s if the entire property area is considered. FSR includes 7.91ha of area serviced by the sanitary sewer – this results in a 1.1L/s/ha difference. This underestimate of infiltration is offset somewhat by a slight overestimate of population.

The sanitary sewer flows are not substantially different that typical values.

FSR recommends:

- 200mm gravity sewer
- 125mm laterals

The 200mm sewer is planned at 0.4% slope. This is the minimum slope for the size of pipe. The objective for slope is to try to ensure flushing flows can be maintained. Flushing flow minimum velocity is 0.6m/s. Flow velocities are calculated at pipes flowing full when the depth of flow is 30% of the pipe diameter, but is calculated using actual velocities when depth of flow is lower. In the spreadsheet, both velocities are calculated, but it is not clear what velocity applies to each run. It is suspected that the actual velocities will be less than 0.6m/s in many pipes. A remedy for this is to increase the pipe slopes or to add more flow. Increasing the slope of the sewer may require more fill placement if minimum cover cannot be achieved. It is recommended that the consultant review the velocities in the pipe runs and identify the d/D

and which velocity value applies. It is also suggested velocities be designed to achieve the flushing flow velocity of 0.6m/s or higher.

Water

A 200mm local main is proposed with two connections to the existing system:

- One connection is to the existing 150mm main on John Street
- One connection is to the existing 300mm main on Elmwood Drive

Demands were calculated following MECP guidelines and population estimates reference Leeds and Thousand Islands guidelines.

Average, max day and peak hour flow calculations follow traditional MECP guidance.

Fire flow required is 4,000 L/min as determined by FUS method and assuming **1.5m setback from property line** (3m spacing between homes). This will be important to track through to design.

Available Fire flows were calculated as a resultant at each node using EPA modelling while maintaining a minimum 20psi pressure. They found no less than 6,000L/min is available. At the deadends at each of the cul-de-sacs. Greater available fire flows are found in the looped sections.

The reports demonstrates that water service can be provided to the proposed subdivision while meeting the minimum design standards.

The municipality will need to ensure that zoning limits the sideyard setback to 1.5m such that the 3m separations can be assured.

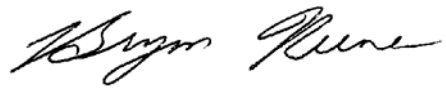
Summary

In summary our comments are related to the sanitary design:

1. Suggest infiltration be increased to 0.28L/s.
2. Clarify actual velocities. Which sections of pipe will have $d/D < 0.3$?
3. There appears to be no discussion regarding the capacities of the 600mm trunk, the pump station and the sewage lagoon. It is suggested the municipality confirm the ECAs for each to determine if there is sufficient capacity in the pump station and lagoon.

If you have any questions, please feel free to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryon Keene". The signature is fluid and cursive, with the first name "Bryon" and last name "Keene" clearly distinguishable.

Bryon Keene, P.Eng.
Jewell Engineering Inc.



November 24, 2025

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

Attn: Mr. David Armstrong

**RE: Elmwood Subdivision – Detailed Design
Engineering Review of Stormwater Management Report
Jewell Project No.: 250-9941**

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Mr. Armstrong,

Jewell Engineering has completed a review of the stormwater management design for the Elmwood Subdivision. Several documents were submitted to assist our review including:

- Stormwater Management Report, Forefront Engineering, August 2025
- Memo – Floodplain Elevation and Setback, August 26, 2025
- Elmwood Subdivision – Water Supply Report, August, 2025
- Elmwood Subdivision – Sanitary Servicing Report, August 2025
- Traffic Impact Study, GHD, August 26, 2025
- Geotechnical Investigation, Malroz, September 11, 2025

The subdivision application would create 77 new single family dwelling lots with potential for 2 additional lots pending clearance of archaeological investigation. The land holdings include 11.58ha. Development will include the extension of full municipal services including storm sewers. An unnamed watercourse flows through the site and into what is described as a 'marsh'. The application will include channel improvements and wetland enhancements.

In summary, I have no concerns with the proposed SWM design. My detailed review comments are included below.

Forefront identifies the stormwater management plan includes mitigation for water quality. The treatment target is 'Normal', which is understood as achieving 70% TSS removal. Two OGS units are proposed that are



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demonstrated to treat 68% and 69% TSS respectively. Forefront proposes enhanced grass swales with rock check dams to provide final polishing. The swales will have 1m bottom width and 3:1 side slopes. The swale hydraulic calculations were included indicating a quality treatment flow rate of 0.23cms (at OGS2) and the geometry of the proposed swale would achieve the velocity treatment target of less than 0.5m/s. Naturally, the swale receiving the smaller flow rate of OGS1 would perform better than the tested swale.

While a calculation that would show the combined treatment effectiveness of the OGS/swale system was not included, one can conclude it would exceed the target removal rate given that the OGS units were just shy of the target without considering the swale treatment.

I have no concern with the water quality approach.

Forefront addressed the questions of mitigation for peak flows, as well as the directive to consider LID and water balance measures and concluded that all three would either not be required or of little value. Given that the site fronts onto the St. Lawrence River, I agree that quantity controls would not be warranted. The potential to use LID measures is Low, given the low infiltration soils, and the benefit of LID is not apparent and it is agreed that the site would not warrant LID measures. Similarly, water balance calculations would be pointless.

I have no concerns with quantity, LID and water balance.

Forefront also reviewed the conveyance of offsite drainage through the development and considered the potential backwater impacts on the constructed channel starting from a 100-yr water level on the downstream St. Lawrence River confluence. This analysis was completed using HEC-RAS in a 1D environment incorporating several conservative assumptions including:

- 1) The 100-yr peak flow in the unnamed watercourse would coincide with the 100-yr water level in the St. Lawrence River. This has a very low likelihood since the runoff event that would cause the 100-yr peak flow in the St. Lawrence River would have occurred weeks earlier. Thus, this chance of occurrence would be similar to the risk of a back-to-back 100-yr event in the watercourse. That risk is outside of the normal design consideration.
- 2) Runoff coefficients for the quality event were maintained from the 5-yr simulation. They could be argued to be lower for the quality event since the effect of the initial abstraction would be greater and the Rational Method ignores the initial abstraction.
- 3) Slightly higher values of Manning's n were used to represent non-ideal design conditions that tend to result in higher WSELs.
- 4) Peak flows were estimated using MTO IDF, 24-hr that includes 120mm of total precipitation. MTO IDF values are typically higher as compared with Environment Canada source stations. See Brockville at 115.5mm and Kingston at 100.6mm.

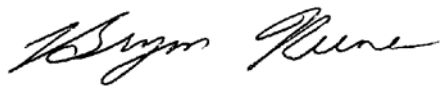
The 1D HEC-RAS results show no impact from drainage is expected to migrate outside of the channel limits.

The limits of flooding, including appropriate provision for setbacks for wave uprush for the St. Lawrence River have been represented on the drawings indicating an adequate building footprint is maintained outside of the flood risk hazard for each lot.

I have no concerns with the control of flooding impacts.

If you have any questions, please feel free to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryon Keene". The signature is fluid and cursive, with the first name "Bryon" and last name "Keene" clearly distinguishable.

Bryon Keene, P.Eng.
Jewell Engineering Inc.

July 22, 2026

Sent by email

Brenda Guy
Manager of Planning and Development
Town of Gananoque
bguy@gananoque.ca

**Re: Draft Plan of Subdivision Application SD2025-01 &
Development Permit Application DP2026-04
Elmwood Drive Subdivision – July 2026 Submission
Vacant Lot MacDonald Drive; ARN: 08140000202930000000
Town of Gananoque
St. Lawrence River**

Cataraqui Conservation have reviewed a second submission for the Elmwood Drive Subdivision including the draft plan of subdivision and development permit applications and updated supporting materials.

As noted in our February 18, 2026 comments, our main interests in the proposed subdivision are the avoidance of natural hazards through appropriate setbacks from surface water features present on and near the subject lands, protection of the function of coastal wetlands, provision of adequate stormwater controls and compliance with Ontario Regulation 41/24.

We offer the following comments for the consideration of the Town of Gananoque and applicant. These comments are provided based on Cataraqui Conservation's roles as a commenting agency responsible for natural hazards review for *Planning Act* applications and as administrator of Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits.

The following comments are further to our February 18, 2026 letter and identify whether the previous items have been addressed. Item numbering is consistent with our previous letter.

Surface Water Features / Natural Hazards

St. Lawrence River Shoreline

Flooding

1. **Partially addressed.** As previously noted, CRCA cannot permit alterations (e.g. fill / grading) below the 1:100 year flood level on the St. Lawrence River.

Through our previous comment we asked that the Draft Plan and Concept Plan show the 76.1 m 1:100 year flood level at the wetland / open space blocks (now Blocks 73

July 22, 2026

and 76). The flood line is included for lands east of Block 76 but not for Block 76 or 73. Following the 76.0 topographic contour on the plans, it appears there is filling proposed for Street 1, portions of Block 73 and portion of Block 76.

The Wetland Enhancement Plan includes some details for flood plain compensation in this location. From an initial review, it appears flood storage loss is proposed to be offset by excavating below the existing 76.1 m flood line. This approach is not supported by CRCA.

We appreciate the commentary from the applicant and consultant regarding the minor nature of the modifications and the interpretation of provincial and conservation authority policies. However, CRCA must apply policies consistently within our region and have consistently not supported development that requires flood plain compensation or offsetting on the St. Lawrence River for the purposes of land division. Our current regulatory policies do not permit flood plain compensation as a mechanism to enable development on the St. Lawrence River. The intent is to avoid cumulative flood storage loss where there are opportunities to direct development away from the hazard.

We are satisfied that Blocks 73 and 76 are sufficiently size to contain the hazardous area represented by the 1:100 year flood plain of the St. Lawrence River. We are also satisfied that, through further modifications made to the Draft Plan, the adjacent residential lots are sized to accommodate development outside the flood plain without the need to alter the flood plain.

It remains our recommendation that the plans be modified to avoid any modification to the flood plain of the St. Lawrence River prior to draft plan approval. However, should the Town see merit in the current Draft Plan, we recommend, at a minimum, that the following items be addressed:

- a) Can Street One be modified (e.g. shifted north slightly) to avoid filling below the 76.1 m flood plain.**
- b) Is the Town satisfied with a potentially encumbered park block (Block 73) due to the presence of the flood plain in this location?**

Erosion / Slope Stability

We continue to have no concerns as it relates to erosion and slope stability for the lots proposed with frontage on the St. Lawrence River. See recommended conditions section below.

Watercourses

Flooding

See recommended condition for designs details for the watercourse crossing for Street One in conditions section below.

July 22, 2026

2. **Partially addressed.** Additional commentary regarding hydrology and hydraulics of the watercourse are provided in the supporting materials.

The lowest lying lots (e.g. 37-40 from September 2025 Draft Plan) have been removed and the park block (Block 73) has been extended westwards. We're satisfied Lots 27 – 33 have developable areas outside hazardous lands associated with the watercourse.

It remains to be determined whether Cataraqui Conservation can permit the watercourse modifications envisioned in the development proposal. Minor alterations to address ongoing erosion and to achieve streambank naturalization were previously discussed as supportable. However, contrary to the consultant's responses, CRCA policy does not permit engineered flood conveyance measures, including flood-control channels, as appropriate tools for hazard management to enable new development. Policy 5.4.5.2 of the Board-approved Policies for Implementing Ontario Regulation 41/24 states:

In general, flood protection and bank stabilization works to allow for future/proposed development or an increase in development envelope or area within the regulatory flood plain shall not be permitted.

It remains our recommendation that the subdivision be designed so that there is appropriate development envelopes for all proposed lots based on existing conditions, and not on the basis of engineered modifications. Ideally, the west-east watercourse would be contained in a larger Open Space block (Block 76) based on the existing high water level (HWL) illustrated on the Concept Plan. This would also allow for retention of wetland cell MAM2-2 within the stream valley (see comments 6 & 7 below). In lieu of this, the development should incorporate appropriate development setbacks (e.g. 6 metres from the existing HWL) for the residential lots backing onto the watercourse. At present, it remains uncertain and unlikely that lots 24-26 could achieve this.

Should Town Council support the Draft Plan as proposed, they should be aware that it has yet to be demonstrated whether these lots (24-26) contain developable areas that meet existing policy requirements.

3. **Partially addressed.** Hydraulic modelling updated. Refer to comment above.

Erosion

4. **Partially addressed.** Clarification provided from engineering consultant / applicant that the lots (now 25-29) will be re-graded with engineered slopes for stability. Accordingly, the recommendation from the Geotechnical Investigation to retain vegetation on the south facing slope and at the toe of slope is unlikely to be met. **As per the Geotechnical Investigation, final grading plans should be provided for Malroz' review. See recommended draft plan approval condition, below.**
5. **Partially addressed.** Geotechnical Investigation updated to review the stability of the steep slope on the south side of the west-east watercourse. No concerns with regards to erosion and slope stability were found. Engineering consultant's response letter clarified

July 22, 2026

erosion issues are associated with channel of watercourse, not the larger ridge. **We recommend that the development incorporate a minimum rear yard setback for lots 37 to 50 to ensure a minimum 6 metre safe access allowance from top of slope is met for future buildings and structures on these lots.**

Coastal Wetland

6. **Partially addressed.** Some modifications to the Draft Plan, Concept Plan and Wetland Enhancement Plan have been made, including expanded Open Space and Park blocks to contain the Elmwood Drive wetland and a larger “enhanced wetland” shown. From the Draft Plan it appears the central MAS3-1 wetland cell will be mostly retained on Blocks 73 and 76, with some encroachment proposed from Street One at the north. However, the central MAM2-2 cell, which overlaps with the valley of the west-east watercourse is not captured in the open space block (76) as previously recommended by CRCA.

It remains our position that alteration to the central MAS3-1 cell can be avoided by shifting Street One to the north. We continue to make this recommendation.

Further to comment 2, we also continue to recommend that the central MAM2-2 cell, along the watercourse valley, be incorporated into Block 76.

These recommendations are intended to ensure no overall loss to the hydrologic function of the core wetland areas at the subject lands, to ensure a plan that is consistent with CRCA’s O. Reg. 41/24 policies and to minimize review, approval, monitoring and maintenance burdens on the Town and Cataraqui Conservation.

7. **Partially addressed.** The responses provided by the applicant / consultants do not speak to details of the proposed modifications to MAM2-2 and MAS3-1. We understand the northeast and northwest MAM2-2 cells will be removed – this was discussed with CRCA previously and is supportable. However, as noted in comment 6, **we continue to recommend Street One be shifted north to avoid infilling of the central MAS3-1 cell and recommend incorporating the “riverine” portion of MAM2-2 in Block 76.**

While Block 73 appears to contain most of the western extension of MAS3-1, we question the viability of the Block as a functional park as it would be highly encumbered by the wetland. A larger Block 73 (extending westwards) would address this issue.

8. **Partially addressed.** We continue to support the low impact wetland improvements, such as invasive species removal, plantings, habitat enhancement and interpretative signage. Further details of these improvements should be documented in a work plan that covers timing, costs, construction / installation details and responsibilities for short term and long term monitoring and maintenance. See recommended condition.
9. **Partially addressed.** The updated supporting materials and responses provide support for a reduced wetland setback of 15 metres. The setback has been incorporated into the Draft Plan with the exception of lots backing onto MAM2-2 along the stream valley and

July 22, 2026

the western extension of MAS3-1 at Block 73. **We recommend the 15 m setback from the full extent of the retained wetland cells discussed in comments 6 and 7 be incorporated into the proposed Development Permit By-law Amendment.**

10. **Addressed.** Concept Plan updated to show hydrologic connection. Clarification provided that no alteration intended at the connection point.

11. **Addressed.** See recommended condition regarding pathways in Block 73, 74, 75 and 76.

12. N/A. Street connection not proposed in current submission.

Stormwater Management

13. **Partially addressed.** Lots 37-40 have been removed from the Draft Plan. SWM report updated and confirmation of dwelling and road grades provided. See recommended conditions for final SWM report and plans below.

Ontario Regulation 41/24

As noted in our previous letter, Cataraqui Conservation permit approval under O. Reg. 41/24 is required prior to any work (development and site alteration) within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff and watercourse embankments on the subject lands. See recommended conditions for applicable subdivision agreement text below.

Conclusion / Recommendation

Several improvements to the Draft Plan and overall development concept for the Elmwood Drive subdivision have been made since the initial submission in December 2025. Overall, we do not object to the development concept as a whole, but some items remain unaddressed that relate to the preventative approach to natural hazards avoidance and regulatory permissibility.

Specifically, comment 1, relating to modification of the flood plain of the St. Lawrence River, comment 2, relating to alterations to a watercourse, and comments 6 and 7 relating to retention of core coastal wetland features remain to be addressed to the satisfaction of Cataraqui Conservation.

We also recommend that the proposed Development Permit By-law Amendment incorporate appropriate development setbacks from applicable features include the above-mentioned wetlands (15 metres), from the top of bank of steep slopes (6 metres), and from the existing high water level associated with the watercourse (minimum 6 metres).

Once remaining items are fully addressed, CRCA staff would be able to provide a full list of recommended conditions for draft plan approval. For now, should the Town of Gananoque

July 22, 2026

support the current Draft Plan, we recommend that the following conditions be included, as a minimum.

- 1) *That an engineered design supported by hydrologic and hydraulic assessment for the watercourse crossing at Street One be submitted to the satisfaction of the Town and CRCA.*
- 2) *That the subdivision agreement include text to the satisfaction of CRCA and the Town that requires purchasers of Lots 54 – 66 (from June 2026 Draft Plan) to retain natural vegetation (including trees, shrubs and plants) within 30 metres of the high water mark of the St. Lawrence River for erosion prevention and slope stability purposes, with an allowance for an appropriately sized clearing for shoreline access purposes as approved in consultation with CRCA.*
- 3) *That final grading plans for all lots backing onto steep slopes (including Lots 24-32 and 39 – 50 per the June 2026 Draft Plan of Subdivision) be reviewed by a qualified geotechnical professional in accordance with the recommendations from the Slope Evaluation section of the May 28, 2026 Geotechnical Investigation (Malroz Engineering Inc.).*
- 4) *That a detailed work plan for low-impact wetland improvements, including invasive species removal, enhanced plantings, habitat creation, interpretative signage be submitted to the satisfaction of the Town and CRCA and that the subdivision agreement specify responsibilities for construction/installation, monitoring and maintenance.*
- 5) *That any proposed pathways adjacent to or crossing any portion of wetland or watercourse on Blocks 73, 74, 75 and 76 (June 2026 Draft Plan of Subdivision) be subject to engineered design and environmental impact assessment to demonstrate no adverse impacts to the hydrologic and ecological function of the watercourse and wetlands to the satisfaction of the Town and CRCA.*
- 6) *That a final stormwater management plan be prepared by a qualified Professional Engineer and approved to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement.*
- 7) *That a lot grading and drainage plan and a sediment and erosion control plan be completed and approved to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement.*
- 8) *That the Subdivision Agreement includes text to the satisfaction of the Town and CRCA notifying the Owner that permission will be required under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits, prior to commencing excavation, rough grading, stockpiling, etc. within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff on the subject land.*

July 22, 2026

- 9) *That the Subdivision Agreement includes text to the satisfaction of the Town and the CRCA to provide notice to purchasers of all Lots within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff that site alteration and construction (including but not limited to buildings, structures, filling and grading) on these lots will require permission under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits prior to commencing these activities.*

Please provide notification of any decisions made by the Town with regards to the application.

If you have any questions, please contact the undersigned at 613-546-4228 extension 228 or by email at mdakin@crca.ca.

Yours truly,



Michael Dakin MCIP, RPP
Supervisor, Development Review

Cc: Applicant, via email

Council Report - FIN-2026-27

Date: August 12, 2026

☐ **IN CAMERA**

Subject: Information Technology Services

Author: John Morrison, Treasurer

☒ **OPEN SESSION**

RECOMMENDATION

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE TECHNOLOGY SERVICES CORPORATE SYSTEMS, EXPENDITURES AND MODERNIZATION REPORT, AS PRESENTED IN REPORT COUNCIL FIN-2026-27.

STRATEGIC PLAN COMMENTS

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

The review supports financial sustainability by improving the identification, classification and lifecycle planning of significant recurring technology expenditures and by providing a basis for evaluating future modernization investments.

BACKGROUND

At its meeting of June 3, 2026, Council adopted Motion #26-107 directing staff to bring back a status report identifying, describing and costing the internal processes and systems currently used by all departments, together with systems envisioned to modernize the efficiency of the Corporation's service-delivery program.

Information technology supports virtually every municipal service, including financial administration, taxation, asset management, geographic information systems, mapping, work orders, planning and building services, recreation, Police and Fire operations, water and wastewater operations, records management, cybersecurity and public-facing digital services.

IT expenditures have historically been recorded through several departmental and general-ledger accounts. As a result, the full cost of the technology environment cannot be determined by reviewing a single IT account. Staff therefore developed a functional classification system and applied it to a sample of 2025 invoices to establish an initial corporate baseline.

INFORMATION/DISCUSSION

1. IT FUNCTIONAL CLASSIFICATION FRAMEWORK

The framework organizes expenditures according to the function performed rather than solely by vendor, product, department or general-ledger account. This is important because a single invoice may include software licensing, hosting, cybersecurity, hardware, technical support and other components.

The ten Level 1 categories are Applications and Business Systems; Data and Databases; Storage and Records; Server and Compute Infrastructure; Network and Connectivity; Identity, Access and Security; Client and End-User Technology; Facilities and the Physical IT Environment; Cloud, External and Hosted Services; and Management, Governance and Support.

The detailed Level 1 and Level 2 framework, including examples, maintenance implications and cost drivers, is attached as Schedule A.

2. 2025 IT EXPENDITURE SAMPLE

Staff classified approximately \$502,800 of 2025 IT-related expenditures. The amount is consistent with Council's observation that annual IT expenditures exceed \$450,000. The review is an initial sample and not a final audited total because technology costs are distributed across several departments and accounts, some invoices include multiple functions, and shared systems require allocation.

The financial information below has been adjusted to include that expenditure. Further reconciliation to the general ledger and invoice detail remains necessary.

Schedule A Code	IT Functional Classification	Approximate Expenditure	Percentage of Sample
A	Applications and Business Systems	\$15,700	3.1%
B	Data and Databases	\$6,500	1.3%
C	Storage and Records	\$29,600	5.9%
D	Server and Compute Infrastructure	\$72,900	14.5%
E	Network and Connectivity	\$68,200	13.6%
F	Identity, Access and Security	\$52,500	10.4%
G	Client and End-User Technology	\$42,300	8.4%
H	Facilities and Physical IT Environment	\$0	0.0%
I	Cloud, External and Hosted Services	\$101,700	20.2%
J	Management, Governance and Support	\$113,400	22.5%
	TOTAL CLASSIFIED EXPENDITURES	\$502,800	100.0%

Note: No expenditures were separately assigned to Category H in the 2025 sample. This does not indicate that the Town has no physical IT-environment costs; such costs may be embedded in facilities, electrical, cabling or project accounts and require further review.

Approximately 56% of the sample relates to management and technical support, cloud and hosted services, and server infrastructure. Network connectivity and cybersecurity represent a further 24%. Together, support, cloud services, servers, networks and cybersecurity account for approximately 81% of the classified expenditures.

Only approximately 8% of the sample relates directly to desktops, laptops, peripherals and general end-user software. The majority of the Town's IT costs therefore relate to the infrastructure and services required to operate, secure and support municipal systems rather than the physical devices used by individual employees.

3. CORPORATE, POLICE AND SPECIALIZED ENVIRONMENTS

Operating Environment	Approximate Expenditure	Percentage
Corporate and departmental IT	\$353,800	70.4%
Police, Fire and related emergency-service IT	\$149,000	29.6%
TOTAL	\$502,800	100.0%

Police IT should be reported separately from general Corporate IT because Police services use specialized operational, records-management, dispatch and communications systems, operate under a separate managed-service arrangement and may require enhanced security, availability and after-hours support.

Fire-related systems and costs shared between Police and Fire should be separately identified where possible. Shared costs should not be assigned entirely to one service unless a documented and reasonable allocation methodology has been established. Water and wastewater operational technology, including SCADA, should also be identified separately while remaining within the overall technology inventory.

4. CURRENT OPERATING MODEL - LOCAL AND CLOUD SERVICES

The Town currently operates a hybrid technology environment. The sample identifies approximately \$102,500, or 20.4%, relating directly to locally hosted server, virtualization, server operating-system and backup infrastructure. This amount is comprised of expenditures classified in Schedule A as C30 — Backup Storage, D20 — Virtualization Hosts, D30 — Virtual Machines and D50 — Server Operating Systems. Approximately \$101,700, or 20.2%, relates to cloud, externally hosted and software-as-a-service arrangements.

These amounts are similar but are not directly interchangeable. Some cloud services replace locally hosted applications, while others supplement systems that remain on the Town's network. A transition to cloud services could reduce or defer physical server replacement, virtualization licensing, local operating-system upgrades and backup hardware. Those savings would be replaced in whole or in part by hosting subscriptions, storage and retention charges, migration costs, internet redundancy, security monitoring and continuing vendor support.

Network, firewall, wireless, endpoint, identity-management, cybersecurity and user-support costs would continue under either model. The one-year sample therefore does not demonstrate that a solely cloud-based server model would reduce total IT costs. It supports continued evaluation of a planned hybrid model, with each system assessed when it reaches a major renewal, upgrade or replacement decision.

5. INTERNAL PROCESSES AND SYSTEMS

The systems identified through the review support the following broad municipal processes: Financial administration, property taxation, accounts payable and receivable, payroll, purchasing, budgeting and financial reporting;

- Asset management, GIS, mapping, infrastructure records, condition information and long-term capital planning;
- Work orders, service requests, inspections, work scheduling and maintenance histories;
- Planning, building, recreation, marina and other departmental service-delivery applications;
- Police, Fire, dispatch and emergency communications;
- Water and wastewater operational technology, including SCADA;
- Records management, file storage, backup, retention and recovery;
- Cybersecurity, identity management, access control and monitoring; and
- Public-facing websites, portals, electronic forms and payment services.

The principal modernization issue is not necessarily the absence of software. It is ensuring that business processes, system ownership, data standards, integrations, security requirements and staff responsibilities are aligned. Adding technology to an unclear or duplicated process may increase cost and complexity without improving service delivery.

6. MODERNIZATION OPPORTUNITIES

The initial review identifies the following areas for further development:

Complete a corporate inventory of systems, licences, contracts, equipment and renewal dates;
Assign a business owner and technical owner to each significant system;
Document integrations among financial, GIS, asset-management and work-order systems;
Establish common asset identifiers and data standards across departments;
Identify duplicate data entry, manual spreadsheets and disconnected workflows;
Increase the use of electronic forms, approvals and mobile field processes where justified;
Establish lifecycle schedules and funding requirements for technology infrastructure;
Evaluate local, hosted and software-as-a-service options through multi-year total-cost-of-ownership analysis; and
Establish governance for the responsible use of artificial intelligence, including privacy, security, records retention, accuracy and human review.

7. LIMITATIONS AND NEXT STEPS

A single year of invoices may include unusual equipment purchases, implementation costs or project work that will not recur annually. The sample also does not yet quantify internal staff time, system utilization, hardware age, remaining useful life, integration gaps or the criticality of each system.

The next phase should separate recurring operating costs, lifecycle replacement, one-time projects, capital technology projects, training and consulting, and departmental or shared costs. Staff should then develop a prioritized roadmap identifying operational need, risk, estimated cost, timing and expected service-delivery benefit.

APPLICABLE POLICY/LEGISLATION

The review supports the Town's obligations and governance responsibilities under applicable municipal, privacy, records-management, accessibility and cybersecurity requirements. Specific legislation and policy requirements will depend on the system and information involved and will be addressed as part of individual modernization or procurement recommendations.

FINANCIAL CONSIDERATIONS

There are no immediate financial implications arising from receipt of this report. The review confirms that IT expenditures are material, distributed across the Corporation and include significant recurring commitments.

Future budgets should separately identify recurring Corporate IT, Police IT, Fire and shared emergency-service IT, water and wastewater operational technology, hardware and network lifecycle replacement, cloud and software subscriptions, cybersecurity and one-time modernization projects. Any major system replacement or cloud migration should be supported by a multi-year total-cost-of-ownership analysis.

CONSULTATIONS

The invoice classification was developed through a review of available 2025 invoices and expenditure records. The next phase will require consultation with all departments, the Town's managed IT service provider, Police IT support, system vendors and operational staff responsible for specialized systems.

ATTACHMENTS

Schedule A - Information Technology Functional Classification Framework

SCHEDULE A

INFORMATION TECHNOLOGY FUNCTIONAL CLASSIFICATION FRAMEWORK

The framework classifies technology by function rather than by vendor or product. Level 1 identifies the broad technology element and Level 2 identifies the more specific component. The framework is intended to support inventory, cost reporting, lifecycle planning, risk assessment and budgeting.

A. APPLICATIONS AND BUSINESS SYSTEMS

Code	Element	Examples	Maintenance Impact
A10	Core Business Applications	Finance, payroll, tax, permitting and asset management	Licensing, vendor support, upgrades and user support
A20	Department Applications	Planning, recreation, public works, fire and library systems	Multiple vendors, renewals, support and integration
A30	Web and Public-Facing Systems	Website, portals, online forms and payment systems	Security patching, uptime, accessibility and certificates
A40	Reporting and Analytics	Dashboards, business intelligence and reporting databases	Data accuracy, integrations and report changes
A50	Custom / Legacy Applications	In-house tools, Access applications and scripts	High support risk and undocumented dependencies

Principal cost drivers: Licences, support agreements, upgrades, integrations, vendor dependency and staff training.

B. DATA AND DATABASES

Code	Element	Examples	Maintenance Impact
B10	Production Databases	SQL Server, PostgreSQL and MySQL	Backups, tuning, patching and recovery
B20	Reporting / Read-Only Databases	Data marts and replicated databases	Accuracy and controlled access
B30	Test / Development Databases	Development and staging copies	Refresh controls and data masking
B40	Archive Databases	Historical records and closed systems	Retention, access control and long-term readability
B50	Data Interfaces	Imports, exports, APIs and scheduled jobs	Monitoring and breakage when systems change

Principal cost drivers: Database licensing, storage growth, backup size, recovery time, database support and integrations.

C. STORAGE AND RECORDS

Code	Element	Examples	Maintenance Impact
C10	Shared File Storage	Department shares and common drives	Permissions, growth, cleanup and backup load
C20	User Storage	Home folders and synchronized user storage	User support, quotas and retention
C30	Backup Storage	Backup repositories, appliances and offsite copies	Capacity, restore testing and ransomware protection
C40	Archive / Retention Storage	Long-term records and legal retention data	Compliance and long-term retrieval

C50	Media / Imaging Storage	Scans, photos, drawings and GIS files	Capacity, indexing and retrieval
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Principal cost drivers: Capacity, backup retention, restore speed, hardware replacement and offsite replication.

D. SERVER AND COMPUTE INFRASTRUCTURE

Code	Element	Examples	Maintenance Impact
D10	Physical Servers	Rack and tower servers	Warranty, power, cooling and hardware support
D20	Virtualization Hosts	VMware, Hyper-V or similar hosts	Concentration risk and coordinated patching
D30	Virtual Machines	Application, database and utility servers	Operating-system patching, monitoring and backup
D40	Core Server Services	Domain controllers, print and file servers	High organizational dependency
D50	Server Operating Systems	Windows Server and Linux	Patch cycles, end-of-life risk and upgrades

Principal cost drivers: Hardware refresh, operating-system and virtualization licensing, support contracts and administration.

E. NETWORK AND CONNECTIVITY

Code	Element	Examples	Maintenance Impact
E10	Switching	Core and access switches	Replacement, capacity and firmware
E20	Routing	Routers and site-to-site routing	Vendor support and configuration risk
E30	Firewall and Perimeter	Firewalls, VPN and filtering	Security updates, licences and rule reviews
E40	Wireless Network	Access points and controllers	Coverage, device density, firmware and replacement
E50	Internet / WAN Services	Fibre, broadband and leased services	Recurring cost, redundancy and contracts
E60	Network / Radio Services	DNS, DHCP, time services and operational radio connectivity	High operational dependency and configuration management

Principal cost drivers: Hardware lifecycle, subscriptions, internet-provider fees, redundancy and configuration management.

F. IDENTITY, ACCESS AND SECURITY

Code	Element	Examples	Maintenance Impact
F10	Identity Directory	Active Directory, Entra ID and similar directories	Account lifecycle and group maintenance
F20	Authentication	Multi-factor authentication, passwords and single sign-on	Support, licensing and enforcement
F30	Privileged Access	Administrative and service accounts	High audit and security risk
F40	Endpoint Protection	Antivirus, EDR and device-security agents	Subscription, monitoring and incident response
F50	Security Monitoring	Logs, alerts, SIEM and audit reports	Review time, storage and tuning

F60	Patch and Vulnerability Management	Patch tools, scanners and compliance reporting	Continuous maintenance and remediation
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Principal cost drivers: Security licensing, monitoring, audit and insurance requirements, and incident response.

G. CLIENT AND END-USER TECHNOLOGY

Code	Element	Examples	Maintenance Impact
G10	Desktop Computers	Office and shared workstations	Replacement, imaging and support
G20	Laptops	Staff laptops and remote-work devices	Security, warranty and support burden
G30	Mobile Devices	Phones and tablets	Device management, plans and replacement
G40	Printers and Scanners	Network printers, multifunction devices and scanners	Leases, consumables, drivers and support
G50	Peripheral Equipment	Monitors, docks, keyboards and card readers	High-volume cumulative cost
G60	End-User Software	Office, PDF and browser tools	Licensing, patching and compatibility

Principal cost drivers: Device refresh, support tickets, warranties, subscriptions and user onboarding/offboarding.

H. FACILITIES AND PHYSICAL IT ENVIRONMENT

Code	Element	Examples	Maintenance Impact
H10	Server Room / IT Space	Racks, cabinets and secured rooms	Physical access, organization and cleanup
H20	Power Protection	UPS, power distribution and surge protection	Battery replacement and load testing
H30	Cooling and Ventilation	Air conditioning, fans and environmental controls	Reliability and outage risk
H40	Cabling and Patch Panels	Ethernet, fibre and patch panels	Moves, additions, changes and troubleshooting
H50	Physical Security	Locks, cameras and access logs	Audit and insurance relevance

Principal cost drivers: UPS batteries, cabling, cooling failures and physical-security upgrades.

I. CLOUD, EXTERNAL AND HOSTED SERVICES

Code	Element	Examples	Maintenance Impact
I10	SaaS Applications	Microsoft 365 and hosted municipal applications	Subscriptions and user administration
I20	Cloud Storage	SharePoint, OneDrive and cloud archives	Growth, permissions and retention
I30	Hosted Infrastructure	Cloud servers and hosted databases	Usage cost and security configuration
I40	External Integrations	Payment processors, APIs and vendor feeds	Contract dependency and integration risk
I50	Domain and Certificate Services	Domains, DNS hosting and security certificates	Renewal risk and potential outage

Principal cost drivers: Subscriptions, consumption growth, vendor contracts and renewal management.

J. MANAGEMENT, GOVERNANCE AND SUPPORT

Code	Element	Examples	Maintenance Impact
J10	IT Documentation	Network diagrams, inventories and procedures	Maintenance and continuity
J20	Asset Management	Technology inventory, warranties and licences	Budget and replacement planning
J30	Service Desk / Support	Tickets, user support, troubleshooting and training	Recurring workload and service levels
J40	Change Management	Approvals, testing and rollback planning	Reduced outage and implementation risk
J50	Vendor and Contract Management	Renewals, service levels and support agreements	Avoids gaps and unexpected costs
J60	Compliance and Audit	Privacy, cyber insurance, records and evidence	Periodic review and documentation

APPROVAL	_____ John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions follow Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. _____ Melanie Kirkby, CAO
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Council Report – FIRE-2026-05

Date: August 12, 2026 ☐ **IN CAMERA**
Subject: Fire Department – 2026 First and Second (1st & 2nd) Quarter Report
Author: Andrew Dickson, Fire Chief ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2026 FIRST (1ST) AND SECOND (2ND) QUARTER FIRE DEPARTMENT REPORT FOR INFORMATION, AS PRESENTED IN THE COUNCIL REPORT FIRE-2026-05.

STRATEGIC PLAN COMMENTS:

Sector #5 – Community Protection – Strategic Initiative #3 – Make the Health and Safety of all staff and citizens a key priority.

BACKGROUND:

This report covers the 1st and 2nd quarter in 2026. It compares month by month, quarter, and year-to-date statistics to the previous year.

INFORMATION/DISCUSSION:

FIRE DEPARTMENT ACTIVITIES – January 2026 to end of June 2026

The 2026 recruitment campaign for the fire department's paid-on-call team was launched, resulting in three new recruits completing the onboarding process. These recruits completed their basic training in May 2026 and are now responding to calls.

Gananoque Fire was fully compliant with the July 1, 2026 provincial mandatory certification deadline for all NFPA certifications and service levels outlined in the Town of Gananoque Fire Service Establishing and Regulating bylaw.

NFPA certifications were further obtained in:

- Hazardous Material Operation – 7 firefighters
- Fire & Life Safety Educator – 4 firefighters
- Fire Officer Level 1 – 4 firefighters

22 firefighters completed refresher medical training, covering First Aid, CPR, Defibrillator. This ensures the department remains certified at our current level of medical response.

Progress continues with the construction of the new fire training facility, including the installation of railings, windows and interior cutting of openings. Anticipated initial operation of the facility is fall 2026, with full operation in 2027.

The department was successful in securing the 2025/26 Fire Protection Grant in the amount of \$18,175.00 towards the purchase of 5 sets of bunker gear.

The department continued its commitment to community engagement and public education by participating in numerous local events, including:

- Polar Plunge and Torch Run for Special Olympics
- 1000 Islands Ribfest
- McHappy Day
- Tim Hortons Camp Day
- TLTI Touch-a-Truck
- Family Day BBQ
- Easter in the Park
- Student Cool-Down Days at Linklater and St. Joseph schools
- Filling the Community Garden water tank on Arthur Street
- Food Drive for the Gananoque Food Bank

These efforts reflect our ongoing dedication to fire safety, emergency preparedness, and community involvement.

6 firefighters were presented with Lifesaving Awards in recognition of their actions in the successful resuscitation of another patient. Successful resuscitations are relatively rare occurrences, making these outcomes particularly noteworthy. These awards recognize their professionalism and dedication to serving the community.

In continuous prevention and enforcement efforts, there were 38 total inspections completed, with 6 inspection orders issued for Ontario Fire Code violations.

APPLICABLE POLICY/LEGISLATION:

None

FINANCIAL CONSIDERATIONS:

None

CONSULTATIONS:

None

ATTACHMENTS:

Fire call statistics for 1st and 2nd Quarters

APPROVAL	_____ Andrew Dickson, Fire Chief
	_____ 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.

				4th Quarter		YTD	
	October	November	December	2025	2024	2025	2024
TOTAL RUNS	26	20	26	72	69	285	233
FIRE	1	2	1	4	1	13	9
MEDICAL	9	2	9	20	14	75	47
MOTOR VEHICLE COLLISIONS	3	0	1	4	3	12	8
ALARMS	3	11	7	21	27	77	89
OTHER CALLS (Gas Leaks, Hydro Wires, Spills, Burn Complaint, Public Hazard)	5	2	5	12	11	59	43
MUTUAL AID GIVEN (Structure Fire, MVC, etc.)	5	3	3	11	13	49	37
ESTIMATED DOLLAR LOSS	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 4,000	\$ 23,500	\$ 520,500
ESTIMATED DOLLAR SAVE	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 250,000	\$3,225,000	\$ 3,625,000
# OF UNITS INSPECTED	23	14	19	56	60	503	665
OTHER ACTIVITIES (Public Education, School Visits, Station Tours, Community Activities)	28	8	6	42	30	107	106

							1st Quarter		2nd Quarter		YTD	
	January	February	March	April	May	June	2026	2025	2026	2025	2026	2025
TOTAL RUNS	19	19	16	15	22	30	54	74	67	60	121	134
FIRE	2	2	3	1	1	2	7	0	4	3	11	3
MEDICAL	4	4	3	2	6	2	11	14	10	22	21	36
MOTOR VEHICLE COLLISIONS	0	0	1	1	2	1	1	3	4	3	5	6
ALARMS	7	11	9	6	3	14	27	28	23	13	50	41
OTHER CALLS (Gas Leaks, Hydro Wires, Spills, Burn Complaint, Public Hazard)	2	1	0	3	6	8	3	19	17	10	20	29
MUTUAL AID GIVEN (Structure Fire, MVC, etc.)	4	1	0	2	4	3	5	10	9	9	14	19
ESTIMATED DOLLAR LOSS	\$ 8,300	\$ 0	\$ 400,000	\$ 0	\$ 1,000	\$ 15,000	\$ 408,300	\$ 0	\$ 16,000	\$ 22,500	\$ 424,300	\$ 22,500
ESTIMATED DOLLAR SAVE	\$ 10,000	\$ 0	\$3,800,000	\$ 0	\$ 800,000	\$ 0	\$3,810,000	\$ 0	\$ 800,000	\$3,150,000	\$4,610,000	\$ 3,150,000
# OF UNITS INSPECTED	9	8	11	39	67	15	28	21	121	253	149	274
OTHER ACTIVITIES (Public Education, School Visits, Station Tours, Community Activities)	19	1	1	1	9	4	21	23	14	29	35	107



Report Council – FIN-2026-26

Date: August 12, 2026

☐ **IN CAMERA**

Subject: 2026 Q2 Financial Results & Forecast

Author: John Morrison, Treasurer

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2026 Q2 BUDGET VARIANCE AND FORECAST, AS PRESENTED IN REPORT COUNCIL FIN-2026-26.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

The purpose of this report is to provide Council with a Q2 financial update for the period ending June 30, 2026. The report presents year-to-date actual operating results and a year-end forecast by service area and by category. It also reviews Capital Matters Pending, the Consolidated Balance Sheet, and municipal financial ratios.

This report is intended to provide Council with a concise picture of financial performance, forecast risks, capital work in progress, and the Town's overall financial position at the end of Q2. The presentation follows the Town's service-area and category reporting structure to support transparency, comparability, and financial oversight.

INFORMATION/DISCUSSION:

Two views are provided: (1) budget variance and forecast by functional service, and (2) budget variance and forecast by category (revenues and expenditures). Variances reflect seasonality and timing, as some revenues and costs do not occur evenly throughout the year.

EXECUTIVE SUMMARY

At the end of Q2, the Town is projecting a year-end operating surplus of \$193,543. This represents approximately 1.5% of the \$12.54 million net operating budget and indicates that the overall operating position remains stable.

The Q2 forecast has improved by approximately \$217,791 from the Q1 forecast, which projected a \$24,248 deficit. The principal remaining pressure is Casino revenue, projected to be \$115,486 below budget. This pressure is more than offset by favourable grant, user-fee, licence and permit, and other revenue projections.

On the expenditure side, the only projected variance is a \$9,700 transfer to reserve relating to the projected year-end results of the Library Board and the BIA. This is not a direct municipal operating service pressure.

Actual Q2 results show that the Town has recognized approximately 38.2% of budgeted revenues and incurred approximately 47.3% of budgeted expenditures. Both are below the straight-line Q2 benchmark of 50%; however, municipal revenues and expenditures are affected by billing cycles, seasonal operations, grant timing, and year-end reserve entries.

The Capital Matters Pending review identifies 112 projects with total work in progress of approximately \$29.8 million. Approved 2026 budget deviations total approximately \$4.21 million. At the end of Q2, approximately \$4.06 million had been spent and a further \$126,704 was committed.

The Consolidated Balance Sheet shows financial assets of approximately \$33.0 million and financial liabilities of approximately \$13.5 million, resulting in positive net financial assets of approximately \$19.5 million.

Q2 Actual Results Compared to Budget

Item	Q2 Actual (\$000s)	Annual Budget (\$000s)	%
Total Revenue	\$5,956.5	\$15,584.6	38.2%
Total Expenditures	\$13,298.7	\$28,127.1	47.3%

The Town has recognized 38.2% of budgeted revenues and incurred 47.3% of budgeted expenditures. Revenue recognition is below the 50% straight-line benchmark primarily because several revenues, internal charges, reserve transfers, and utility billings are not recorded evenly during the year.

Operating Forecast by Service Area (\$000s)

Service Area Observations

Service Area	Q2 Actual	Budget	Projection	Variance
Net Taxation	2.8	(268.1)	(268.1)	0.0
Unconditional Grants	(641.0)	(1,281.9)	(1,281.9)	0.0
General Government	1,942.0	3,549.2	3,616.9	(67.7)
Protection to Persons & Property	2,247.2	5,243.8	5,101.3	142.5
Transportation Services	1,146.5	2,277.0	2,196.5	80.4
Environmental Services	1,557.8	366.9	364.7	2.1
Health Services	400.3	710.0	710.0	0.0

Service Area	Q2 Actual	Budget	Projection	Variance
Social & Family Services	109.7	216.4	216.4	0.0
Social Housing	139.1	292.3	292.3	0.0
Recreation & Cultural Services	(98.5)	920.4	899.2	21.2
Planning & Development	536.4	516.5	501.5	15.0
Total Operating	7,342.2	12,542.5	12,349.0	193.5

General Government

General Government remains the largest forecast pressure, with a projected deficit of \$67,689. The primary issue is Casino revenue. The 2026 budget includes \$930,000, while the Q2 projection is \$814,514, resulting in a projected shortfall of \$115,486. This is an improvement of \$73,090 from the Q1 Casino revenue forecast. The shortfall is partly offset by approximately \$47,683 in favourable corporate user fees and other revenues.

Protection to Persons and Property

Protection to Persons and Property is forecast to be favourable by \$142,482, improving from \$89,878 at Q1. The variance is primarily attributable to Police grants and recoveries, including unbudgeted grant revenue recorded during the first half of the year. Grant eligibility, recoverable costs, and related expenditures will continue to be monitored.

Transportation Services

Transportation Services is projected to be favourable by \$80,441, primarily due to a projected \$76,000 of grant revenue that was not included in the approved budget and approximately \$4,441 in additional user-fee revenue. Seasonal road, winter-control, fleet, and contracted-service costs will continue to be monitored.

Environmental Services

Environmental Services are projected to be favourable by \$2,138 and are otherwise tracking close to budget. The Q2 actual position is affected by the timing of water and wastewater billings, interest allocations, and reserve transfers.

Health Services

Health Services are forecast to be on budget. No significant year-end variance is currently projected.

Social and Family Services

Social and Family Services are forecast to be on budget.

Social Housing

Social Housing is forecast to be on budget.

Recreation and Cultural Services

Recreation and Cultural Services are projected to be favourable by \$21,218. The forecast includes approximately \$15,000 in additional user-fee revenue and \$9,618 in rental and other revenue, partly offset by a \$3,400 transfer to reserve for the Library Board.

Planning and Development

Planning and Development is projected to be favourable by \$14,955. Additional grant and user-fee revenue is partly offset by a \$6,300 transfer to reserve for the BIA.

Forecast by Budget Category (\$000s)

Category	Q2 Actual	Budget	Projection	Variance
Taxation	(0.3)	(315.6)	(315.6)	0.0
Grants	(930.9)	(1,641.3)	(1,795.3)	154.0
Other Municipalities	(10.0)	(218.4)	(218.4)	0.0
Casino Revenues	(407.3)	(930.0)	(814.5)	(115.5)
Investment Income	(363.1)	(941.7)	(941.7)	0.0
User Fees & Other Revenues	(3,024.4)	(9,297.0)	(9,450.8)	153.8
Licences & Permits	(1,031.3)	(1,224.0)	(1,225.3)	1.2
Penalties & Interest	(68.2)	(124.0)	(124.0)	0.0
Rental, Donations & Other	(107.4)	(245.8)	(255.6)	9.7
Transfers From Other Funds	(13.7)	(527.5)	(527.5)	0.0
Internal Charges	0.0	(119.3)	(119.3)	0.0
Total Revenue	(5,956.5)	(15,584.6)	(15,787.9)	203.2
Salaries, Wages & Benefits	5,310.0	11,182.1	11,182.1	0.0
Utilities & Insurance	406.5	1,319.1	1,319.1	0.0
Contracted Services	1,192.9	2,622.7	2,622.7	0.0
Materials & Other Expenditures	2,266.2	4,345.0	4,345.0	0.0
Financial Expenses	325.7	964.8	964.8	0.0
Transfers to Other Funds	3,797.4	7,693.5	7,703.2	(9.7)
Total Expenditures	13,298.7	28,127.1	28,136.8	(9.7)
Total Operating	7,342.2	12,542.5	12,349.0	193.5

Revenue Observations

Total revenues are projected to be \$203,243 above budget by year-end. The most significant remaining pressure is Casino revenue, projected to be \$115,486 below budget. At Q2, the Town has recognized \$407,257, representing approximately 43.8% of the annual Casino revenue budget of \$930,000.

The Casino revenue shortfall is more than offset by favourable projections in other revenue categories:

Revenue Category	Projected Surplus / (Deficit)
Grants	\$153,977
User Fees & Other Revenues	\$153,796
Licences & Permits	\$1,225
Rental, Donations & Other	\$9,732
Casino Revenues	(\$115,486)
Net Revenue Variance	\$203,243

Casino revenue remains the principal revenue risk; however, grants and user-fee revenues currently more than offset the projected shortfall.

Expenditure Observations

Total expenditures are projected to be \$9,700 over budget by year-end. This variance relates to transfers to reserve for the Library Board and BIA. These transfers preserve the projected results within those entities and should not be interpreted as a direct municipal operating service pressure.

Municipal operating expenditures are otherwise forecast to remain on budget. At the end of Q2, the Town had incurred 47.3% of budgeted expenditures, compared with the straight-line benchmark of 50%. Materials and other expenditures were at 52.2% and will be monitored, while wages, contracted services, utilities and insurance, and financial expenses remained below 50%.

Capital Matters Pending / Work in Progress

Staff reviewed the Town's Capital Matters Pending schedule. These are approved capital projects carried forward from prior years, included in the 2026 capital budget, or adjusted through Council-approved 2026 budget deviations.

At the end of Q2, 112 projects were identified with total work in progress of \$29,796,041. This includes \$6,921,240 carried forward, \$18,662,934 in the approved 2026 capital budget, and \$4,211,867 in approved 2026 budget deviations. Q2 expenditures were \$4,058,483, with a further \$126,704 committed.

Approximately 14.0% of the capital work plan was spent or committed at June 30, leaving \$25,610,854 to be completed. Capital activity is expected to increase in the second half of the year as major projects proceed through procurement, construction, and completion.

Capital Work in Progress by Service Area (\$000s)

Service Area		WIP	Deviations	Spent / Committed	Remaining
General Government – Rental		1,105	972	326	779
General Government		469	38	36	433
Protection		221	0	12	209
Transportation		9,084	2,302	927	8,157
Environmental		17,406	900	2,175	15,231
Recreation		133	0	25	108
Marina		658	0	644	14
Arena		664	0	37	627
Planning		56	0	4	53
Total		29,796	4,212	4,185	25,611

Capital Matters Pending Observations

The capital program increased to \$29.8 million at Q2, compared with \$26.7 million reported at Q1. The Q2 schedule identifies \$4.21 million of 2026 budget deviations, concentrated in several significant projects.

The largest deviations are the Arthur Street road and sidewalk reconstruction (\$1.22 million), Arthur Street storm sewer replacement (\$1.00 million), Kinsmen renovations (\$972,082), and the EEPS upgrade project (\$900,000). Together, these four items account for approximately \$4.09 million, or 97% of total deviations.

Environmental Services remains the largest capital area at \$17.41 million. Q2 expenditures and commitments total \$2.17 million, leaving \$15.23 million. The EEPS upgrade accounts for the only recorded purchase-order commitment of \$126,704.

Transportation Services is the second-largest capital area at \$9.08 million, including \$2.30 million of budget deviations. Q2 expenditures total \$926,788, leaving \$8.16 million.

General Government – Rental Properties includes \$972,082 added for the Kinsmen renovation project. Total work in progress is \$1.10 million, with \$326,053 spent at Q2.

Marina projects are substantially advanced: \$644,453 of the \$658,144 work plan has been spent, leaving \$13,692. Individual Marina project lines include overages that are offset within the overall Marina program and should be resolved through final project close-out.

The Town Gates rehabilitation and Falcon trailer project lines also show expenditures above their individual amended budgets. Staff will reconcile these project-level overages and identify any required funding or authorization adjustments before close-out.

Consolidated Balance Sheet Review

Staff reviewed the Consolidated Balance Sheet for the period ending June 30, 2026. The balance sheet provides a broader view of the Town's financial position, including cash, receivables, liabilities, reserves, debt, tangible capital assets, and accumulated surplus.

At June 30, 2026, financial assets totalled \$33.0 million and financial liabilities totalled \$13.5 million, resulting in net financial assets of approximately \$19.5 million. Net financial assets increased by approximately \$533,620 from June 2025.

Consolidated Balance Sheet Highlights (\$000s)

Balance Sheet Item	2025	2026	Change
Cash & Cash Equivalents	26,832.5	29,430.6	2,598.1
Taxes Receivable	691.8	790.6	98.8
Utility Receivable	1,671.6	1,714.7	43.1
Accounts Receivable	1,139.3	1,050.2	(89.1)
Total Financial Assets	30,335.3	32,986.1	2,650.8
Financial Liabilities	(11,382.9)	(13,500.4)	(2,117.5)
Long-term Debt	(5,087.2)	(6,023.0)	(935.9)
Net Financial Assets	18,952.4	19,486.0	533.6
Reserves & Reserve Funds	28,933.5	28,856.0	(77.5)
Tangible Capital Assets	80,763.1	88,000.4	7,237.3
Accumulated Surplus	100,194.8	107,813.9	7,619.1

Balance Sheet Observations

Cash and cash equivalents increased by approximately \$2.60 million to \$29.43 million, supporting short-term liquidity and capital cash-flow requirements.

Total financial assets increased by approximately \$2.65 million to \$32.99 million. Accounts receivable declined modestly, while taxes and utility receivables increased.

Financial liabilities increased by approximately \$2.12 million to \$13.50 million, primarily due to higher accounts payable and accrued liabilities and an increase in long-term debt.

Long-term debt increased by approximately \$935,851 to \$6.02 million. Despite this increase, financial assets exceed financial liabilities by approximately \$19.49 million.

Tangible capital assets increased by approximately \$7.24 million to \$88.00 million, reflecting continued infrastructure investment.

Accumulated surplus increased by approximately \$7.62 million to \$107.81 million. Reserves and reserve funds were broadly stable year over year at \$28.86 million.

Municipal Ratio Analysis

Ratio	Calculation	2026 Result	Observation
Liquidity	Financial assets ÷ liabilities	2.44:1	Strong coverage; 2025 was 2.67:1.
Cash Coverage	Cash & equivalents ÷ liabilities	2.18:1	Strong cash coverage; 2025 was 2.36:1.
Net Financial Assets	Assets less liabilities	\$19.49M	Positive and \$0.53M above June 2025.
Debt / Financial Assets	Long-term debt ÷ financial assets	18.3%	Up from 16.8% in June 2025.
Debt / Accumulated Surplus	Long-term debt ÷ accumulated surplus	5.6%	Debt remains modest relative to total surplus.
Reserves / Financial Assets	Reserves ÷ financial assets	87.5%	Down from 95.4% as financial assets grew.
TCA Growth	2026 TCA less 2025 TCA	\$7.24M	Reflects continued capital investment.

Ratio Analysis Observations

The Town's liquidity position remains strong. Financial assets equal 2.44 times financial liabilities, compared with 2.67 times at June 2025. The lower ratio reflects growth in liabilities, but coverage remains substantial.

Cash and cash equivalents equal 2.18 times financial liabilities, compared with 2.36 times in June 2025. Cash resources remain sufficient to support operating obligations and the timing of capital expenditures.

The Town remains in a positive net financial asset position of \$19.49 million, an increase of approximately \$533,620 year over year.

Long-term debt represents 18.3% of financial assets and 5.6% of accumulated surplus. Both ratios increased modestly year over year but remain manageable in relation to the Town's financial position.

Reserves and reserve funds total approximately \$28.86 million and equal 87.5% of financial assets. The balance is broadly unchanged year over year; the ratio declined because total financial assets increased.

The \$7.24 million increase in tangible capital assets is consistent with the Town's continuing infrastructure program. The significant remaining capital work plan will require continued monitoring of cash flow, debt, grants, and reserve funding.

Overall Financial Observations

- The Town's Q2 operating position is generally stable.
- The operating forecast projects a surplus of \$193,543, an improvement of approximately \$217,791 from the Q1 forecast.
- The main operating pressure remains Casino revenue, projected to be \$115,486 below budget.
- Favourable grant and user-fee projections more than offset the Casino revenue pressure.
- Municipal expenditures are otherwise forecast to remain on budget. The only projected expenditure variance is a \$9,700 transfer to reserve for the Library Board.
- Capital work in progress totals \$29.8 million, including \$4.21 million of approved 2026 budget deviations; \$25.61 million remains to be completed.
- The Consolidated Balance Sheet shows strong liquidity, positive net financial assets of \$19.49 million, substantial reserves, and manageable debt.

APPLICABLE POLICY/LEGISLATION:

2026 Mayor's Deemed Budget

FINANCIAL CONSIDERATIONS / GRANT OPPORTUNITIES:

The Q2 financial update indicates that the Town remains in a stable financial position and is forecasting a year-end operating surplus of approximately \$193,543. The forecast is subject to normal year-end adjustments and continued monitoring of Casino revenue, grants, user fees, and seasonal expenditures.

The Town continues to maintain strong liquidity, positive net financial assets, manageable debt, and substantial reserves. Capital work in progress totals \$29.8 million, and spending is expected to increase as major projects proceed during the remainder of the year.

Staff will continue to monitor Casino revenue, grant and user-fee revenues, operating expenditures, capital budget deviations, project-level overages, purchase-order commitments, debt, cash flow, and reserve balances through the next quarterly update.

CONSULTATIONS:

Senior Management.

ATTACHMENTS:

2026 Q2 Budget Variance by Service

2026 Q2 Forecast and Budget Variance
2026 Q2 Consolidated Balance Sheet
2026 Q2 Capital Matters Pending
Accounts Payable April 1st to June 30th, 2026

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

BUDGET VARIANCE BY SERVICE



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Report Council-FIN-2026-26, Attachment 1

For Period Ending 30-Jun-2026

	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
REVENUE								
Net Taxation								
Supplemental & omitted assessment	0.00	-25,000.00	-25,000.00	1.00	-338.27	-25,000.00	-24,661.73	0.99
PILs	0.00	-272,962.00	-272,962.00	1.00	0.00	-290,573.00	-290,573.00	1.00
Total Net Taxation	0.00	-297,962.00	-297,962.00	1.00	-338.27	-315,573.00	-315,234.73	1.00
Unconditional Grants								
OMPF	-588,750.00	-1,177,500.00	-588,750.00	0.50	-640,950.00	-1,281,900.00	-640,950.00	0.50
Total Unconditional Grants	-588,750.00	-1,177,500.00	-588,750.00	0.50	-640,950.00	-1,281,900.00	-640,950.00	0.50
General government								
User fees and service charges	-29,038.10	-52,500.00	-23,461.90	0.45	-36,279.70	-73,465.00	-37,185.30	0.51
Casino Revenue	-444,559.00	-1,200,000.00	-755,441.00	0.63	-407,257.00	-930,000.00	-522,743.00	0.56
Investments	-420,604.35	-500,000.00	-79,395.65	0.16	-363,107.53	-752,830.00	-389,722.47	0.52
Penalties and interest on taxes	-61,776.81	-120,000.00	-58,223.19	0.49	-68,207.21	-124,000.00	-55,792.79	0.45
Rental & other income	-122,175.88	-188,820.00	-66,644.12	0.35	-146,176.25	-215,137.00	-68,960.75	0.32
Transfer from reserves & reserve funds	0.00	-141,145.00	-141,145.00	1.00	0.00	-141,145.00	-141,145.00	1.00
Total General government	-1,078,154.14	-2,202,465.00	-1,124,310.86	0.51	-1,021,027.69	-2,236,577.00	-1,215,549.31	0.54
Protection to Persons & Property								
Fire Services revenues	-29,025.67	-14,500.00	14,525.67	-1.00	-21,559.02	-30,000.00	-8,440.98	0.28
Police Services revenues	-653,544.69	-1,322,520.00	-668,975.31	0.51	-751,214.50	-1,289,429.00	-538,214.50	0.42
Building permits & inspections	-87,345.60	-175,000.00	-87,654.40	0.50	-107,163.76	-150,800.00	-43,636.24	0.29
Animal Control revenues	-6,519.00	-8,350.00	-1,831.00	0.22	-5,903.94	-7,500.00	-1,596.06	0.21
By-Law enforcement revenues	-748.80	-2,000.00	-1,251.20	0.63	0.00	-3,000.00	-3,000.00	1.00
Total Protection to Persons & Property	-777,183.76	-1,522,370.00	-745,186.24	0.49	-885,841.22	-1,480,729.00	-594,887.78	0.40
Transportation services								
User fees & services charges	-6,915.24	0.00	6,915.24	0.00	-42,440.92	0.00	42,440.92	0.00
Transfer from reserves & internal chrg	0.00	-161,529.00	-161,529.00	1.00	0.00	-176,313.00	-176,313.00	1.00
Parking Fines & other revenues	-43,253.51	-150,500.00	-107,246.49	0.71	-40,706.07	-145,000.00	-104,293.93	0.72
Total Transportation services	-50,168.75	-312,029.00	-261,860.25	0.84	-83,146.99	-321,313.00	-238,166.01	0.74
Environmental services								
Waste collection revenues	-113,985.00	-248,600.00	-134,615.00	0.54	-138,830.00	-236,500.00	-97,670.00	0.41
Recycling revenues	-28,106.71	-14,752.00	13,354.71	-0.91	0.00	0.00	0.00	0.00
Wastewater revenues	-1,292,936.24	-2,748,583.00	-1,455,646.76	0.53	-850,600.90	-3,698,107.00	-2,847,506.10	0.77
Water revenues	-1,717,583.24	-3,390,255.00	-1,672,671.76	0.49	-679,149.46	-2,705,539.00	-2,026,389.54	0.75
Total Environmental services	-3,152,611.19	-6,402,190.00	-3,249,578.81	0.51	-1,668,580.36	-6,640,146.00	-4,971,565.64	0.75
Health services								
Physician recruitment funding	-26,843.67	-136,500.00	-109,656.33	0.80	-21,150.06	-136,500.00	-115,349.94	0.85
Joint Services allocation	-8,196.43	-16,317.00	-8,120.57	0.50	-7,572.52	-17,127.00	-9,554.48	0.56

TOWN OF GANANOQUE

BUDGET VARIANCE BY SERVICE



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For Period Ending 30-Jun-2026

	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
Total Health services	-35,040.10	-152,817.00	-117,776.90	0.77	-28,722.58	-153,627.00	-124,904.42	0.81
Social & family services								
St Lawerance Lodge revenues	-8,802.11	-15,150.00	-6,347.89	0.42	0.00	0.00	0.00	0.00
Total Social & family services	-8,802.11	-15,150.00	-6,347.89	0.42	0.00	0.00	0.00	0.00
Recreation & cultural services								
Donations, Rentals & other income	-1,578.06	-13,180.00	-11,601.94	0.88	-16,019.38	-30,800.00	-14,780.62	0.48
Park & playground income	-17,167.24	-12,700.00	4,467.24	-0.35	-17,866.99	-20,000.00	-2,133.01	0.11
Baseball & other field income	-586.45	-4,400.00	-3,813.55	0.87	-1,275.00	-2,650.00	-1,375.00	0.52
Arena Facility income	-252,921.84	-477,495.00	-224,573.16	0.47	-182,545.91	-489,621.00	-307,075.09	0.63
GBM Rink income	-1,662.00	-6,000.00	-4,338.00	0.72	-390.00	-5,400.00	-5,010.00	0.93
Marina Facility income	-988,610.22	-1,180,238.00	-191,627.78	0.16	-1,121,038.48	-1,380,061.00	-259,022.52	0.19
Cummunity Grant funding	-1,776.14	-85,000.00	-83,223.86	0.98	0.00	-46,500.00	-46,500.00	1.00
Library funding	-132,613.40	-278,518.00	-145,904.60	0.52	-161,404.79	-310,155.00	-148,750.21	0.48
Recreation & Active Special Events	-12,000.00	-40,000.00	-28,000.00	0.70	-24,500.00	-82,000.00	-57,500.00	0.70
Total Recreation & cultural services	-1,408,915.35	-2,097,531.00	-688,615.65	0.33	-1,525,040.55	-2,367,187.00	-842,146.45	0.36
Planning & development								
Planning & Zoning Fees	-40,912.26	-44,056.00	-3,143.74	0.07	-20,651.59	-33,500.00	-12,848.41	0.38
Committee of Adjustment funding	-500.00	-2,000.00	-1,500.00	0.75	0.00	-1,500.00	-1,500.00	1.00
Economic development funding	-10,955.50	-50,540.00	-39,584.50	0.78	-6,750.25	-50,045.00	-43,294.75	0.87
Residential Development	-19,831.64	0.00	19,831.64	0.00	-8,229.53	0.00	8,229.53	0.00
Municipal Accomodation Tax	-29,760.09	-415,000.00	-385,239.91	0.93	-24,293.21	-400,000.00	-375,706.79	0.94
Vistor Centre	-71,332.29	-134,908.00	-63,575.71	0.47	-45,462.00	-132,675.00	-87,213.00	0.66
Arts, Culture & Hertiage Special Event	-27,600.00	-50,000.00	-22,400.00	0.45	0.00	-58,000.00	-58,000.00	1.00
RED Project/TLTI funding	0.00	-30,000.00	-30,000.00	1.00	0.00	-40,000.00	-40,000.00	1.00
BIA Levy & other revenue	0.00	-77,070.00	-77,070.00	1.00	-11,167.76	-71,867.50	-60,699.74	0.84
Total Planning & development	-200,891.78	-803,574.00	-602,682.22	0.75	-116,554.34	-787,587.50	-671,033.16	0.85
Total REVENUE	-7,300,517.18	-14,983,588.00	-7,683,070.82	0.51	-5,970,202.00	-15,584,639.50	-9,614,437.50	0.62
EXPENDITURE								
Net Taxation								
MOS/357/358/ARB	9,015.79	47,500.00	38,484.21	0.81	3,133.79	47,500.00	44,366.21	0.93
Total Net Taxation	9,015.79	47,500.00	38,484.21	0.81	3,133.79	47,500.00	44,366.21	0.93
General government								
Council expenditures	90,296.41	170,365.00	80,068.59	0.47	340,366.30	317,838.00	-22,528.30	-0.07
Corporate expenditures	1,836,090.28	4,088,422.00	2,252,331.72	0.55	1,998,371.20	4,080,328.00	2,081,956.80	0.51
Elections expenditures	4,454.04	13,780.00	9,325.96	0.68	5,749.45	30,452.00	24,702.55	0.81
IT expenditures	121,260.05	208,145.00	86,884.95	0.42	125,798.77	220,000.00	94,201.23	0.43
Town Hall expenditures	123,612.43	231,252.00	107,639.57	0.47	50,276.01	225,407.00	175,130.99	0.78
Buildings & other properties	366,042.38	765,401.00	399,358.62	0.52	391,208.38	836,926.00	445,717.62	0.53

TOWN OF GANANOQUE

BUDGET VARIANCE BY SERVICE



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For Period Ending 30-Jun-2026

	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
MPAC	36,486.00	73,380.00	36,894.00	0.50	37,515.54	74,850.00	37,334.46	0.50
Total General government	2,578,241.59	5,550,745.00	2,972,503.41	0.54	2,949,285.65	5,785,801.00	2,836,515.35	0.49
Protection to Persons & Property								
Fire Services expenditures	422,950.47	1,034,962.00	612,011.53	0.59	483,160.93	1,107,421.00	624,260.07	0.56
EMS Building expenditures	150,055.26	314,090.00	164,034.74	0.52	159,549.34	315,732.00	156,182.66	0.49
Police Services expenditures	2,118,968.81	4,562,826.00	2,443,857.19	0.54	2,250,492.29	4,695,808.00	2,445,315.71	0.52
Building Inspections	90,304.95	308,452.00	218,147.05	0.71	124,959.36	341,982.00	217,022.64	0.63
Animal Control expenditures	10,016.95	27,300.00	17,283.05	0.63	6,139.25	27,100.00	20,960.75	0.77
ByLaw Enforcement expenditures	32,642.87	72,259.00	39,616.13	0.55	26,208.06	78,725.00	52,516.94	0.67
Crossing Guards expenditiures	21,885.59	50,306.00	28,420.41	0.56	25,039.40	53,115.00	28,075.60	0.53
Emergency Prepardness expenses	872.80	3,500.00	2,627.20	0.75	0.00	3,500.00	3,500.00	1.00
Conservation Authority	55,085.69	55,085.00	-0.69	0.00	59,113.10	59,113.00	-0.10	0.00
Community Safety & Wellbeing	13,825.00	42,000.00	28,175.00	0.67	-1,701.76	42,000.00	43,701.76	1.04
Total Protection to Persons & Property	2,916,608.39	6,470,780.00	3,554,171.61	0.55	3,132,959.97	6,724,496.00	3,591,536.03	0.53
Transportation services								
Transportation	124,443.72	239,226.00	114,782.28	0.48	137,683.44	208,395.00	70,711.56	0.34
Fleet & Equipment	106,280.08	186,300.00	80,019.92	0.43	128,903.63	152,810.00	23,906.37	0.16
Roadways	414,439.58	872,232.00	457,792.42	0.52	501,729.98	1,044,986.00	543,256.02	0.52
Bridges & culverts	10,451.41	7,529.00	-2,922.41	-0.39	7,146.78	15,173.00	8,026.22	0.53
Roadside maintenance	94,768.86	229,932.00	135,163.14	0.59	40,132.52	319,314.00	279,181.48	0.87
Hardtop	98,725.63	112,531.00	13,805.37	0.12	47,021.15	134,318.00	87,296.85	0.65
Gravel roads	14,488.78	25,560.00	11,071.22	0.43	8,659.37	26,996.00	18,336.63	0.68
Traffic operations	28,046.49	117,699.00	89,652.51	0.76	63,459.88	127,199.00	63,739.12	0.50
Winter Control	168,609.79	227,970.00	59,360.21	0.26	193,436.23	240,093.00	46,656.77	0.19
Parking	18,893.78	69,100.00	50,206.22	0.73	16,276.48	83,600.00	67,323.52	0.81
Steet Lighting	116,517.84	231,566.00	115,048.16	0.50	85,301.60	235,408.00	150,106.40	0.64
Total Transportation services	1,195,665.96	2,319,645.00	1,123,979.04	0.48	1,229,751.06	2,588,292.00	1,358,540.94	0.52
Environmental services								
Waste collection	146,577.05	351,142.00	204,564.95	0.58	165,302.26	377,770.00	212,467.74	0.56
Recycling	28,403.92	84,750.00	56,346.08	0.66	3,218.71	46,000.00	42,781.29	0.93
Storm Water	0.00	60,144.00	60,144.00	1.00	0.00	189,614.00	189,614.00	1.00
Wastewater collection & treatment	1,291,041.06	2,717,740.00	1,426,698.94	0.52	1,617,077.47	3,479,361.00	1,862,283.53	0.54
Water distribution & treatment	1,607,136.73	3,290,191.00	1,683,054.27	0.51	1,375,276.41	2,803,285.00	1,428,008.59	0.51
Utility Fleet & Equipment	61,888.92	130,907.00	69,018.08	0.53	65,470.49	121,000.00	55,529.51	0.46
Total Environmental services	3,135,047.68	6,634,874.00	3,499,826.32	0.53	3,226,345.34	7,017,030.00	3,790,684.66	0.54
Health services								
Joint Services allocation	6,400.77	12,802.00	6,401.23	0.50	6,476.88	13,475.00	6,998.12	0.52
Health Unit	54,405.75	91,720.00	37,314.25	0.41	53,640.90	95,411.00	41,770.10	0.44
Ambulance Services	265,375.76	521,614.00	256,238.24	0.49	285,133.44	559,809.00	274,675.56	0.49
Physician recruitment	114,730.20	190,530.00	75,799.80	0.40	83,737.44	194,956.00	111,218.56	0.57

BUDGET VARIANCE BY SERVICE

Date : Jul 23, 2026

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For Period Ending 30-Jun-2026



	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
Total Health services	440,912.48	816,666.00	375,753.52	0.46	428,988.66	863,651.00	434,662.34	0.50
Social & family services								
Child Care	19,650.81	43,221.00	23,570.19	0.55	25,352.82	41,267.00	15,914.18	0.39
St Lawerance Lodge	47,256.96	86,211.00	38,954.04	0.45	26,628.00	53,256.00	26,628.00	0.50
Social & family services	58,033.80	116,304.00	58,270.20	0.50	57,680.02	121,871.00	64,190.98	0.53
Total Social & family services	124,941.57	245,736.00	120,794.43	0.49	109,660.84	216,394.00	106,733.16	0.49
Social Housing								
Social Housing	138,657.32	277,315.00	138,657.68	0.50	139,108.95	292,318.00	153,209.05	0.52
Total Social Housing	138,657.32	277,315.00	138,657.68	0.50	139,108.95	292,318.00	153,209.05	0.52
Recreation & cultural services								
Recreation expenditures	27,474.13	67,084.00	39,609.87	0.59	48,932.45	118,429.00	69,496.55	0.59
Parks	197,999.35	507,121.00	309,121.65	0.61	176,693.66	541,794.00	365,100.34	0.67
Fleet & Equipment	14,392.14	42,500.00	28,107.86	0.66	12,478.95	42,500.00	30,021.05	0.71
Baseball Fields	1,036.43	7,665.00	6,628.57	0.86	979.25	5,128.00	4,148.75	0.81
Arena Facility	353,852.12	761,806.00	407,953.88	0.54	424,469.86	859,047.00	434,577.14	0.51
GBM Rink	29,415.25	47,195.00	17,779.75	0.38	20,124.41	48,636.00	28,511.59	0.59
Recreation & Active Special Events	22,904.33	85,335.00	62,430.67	0.73	41,044.47	100,000.00	58,955.53	0.59
Non Town Events	2,848.45	1,500.00	-1,348.45	-0.90	8,089.62	1,500.00	-6,589.62	-4.39
Trails	1,279.60	17,310.00	16,030.40	0.93	7,757.63	22,546.00	14,788.37	0.66
Marina	387,758.08	991,518.00	603,759.92	0.61	536,112.01	1,191,341.00	655,228.99	0.55
Library	108,348.62	278,518.00	170,169.38	0.61	143,486.49	310,155.00	166,668.51	0.54
Community Grants	55,766.10	85,000.00	29,233.90	0.34	20,049.17	46,500.00	26,450.83	0.57
Total Recreation & cultural services	1,203,074.60	2,892,552.00	1,689,477.40	0.58	1,440,217.97	3,287,576.00	1,847,358.03	0.56
Planning & development								
Planning & Zoning	82,486.06	191,440.00	108,953.94	0.57	104,362.70	216,927.00	112,564.30	0.52
Committee of Adjustment	1,910.11	3,950.00	2,039.89	0.52	624.13	5,150.00	4,525.87	0.88
Economic Development	77,214.11	189,746.00	112,531.89	0.59	84,656.00	205,994.00	121,338.00	0.59
Rural Economic Development / TLTI	121.09	30,000.00	29,878.91	1.00	0.00	40,000.00	40,000.00	1.00
Tourism	72.75	0.00	-72.75	0.00	1,339.55	0.00	-1,339.55	0.00
MAT Administration	205,411.76	415,000.00	209,588.24	0.51	294,551.25	400,000.00	105,448.75	0.26
Vistor Centre	83,766.63	237,429.00	153,662.37	0.65	93,084.18	247,747.00	154,662.82	0.62
Forestry progam	4,385.36	0.00	-4,385.36	0.00	0.00	0.00	0.00	0.00
Arts, Culture & Hertiage Special Event	47,219.08	96,350.00	49,130.92	0.51	49,307.31	116,405.00	67,097.69	0.58
BIA	12,849.85	77,070.00	64,220.15	0.83	25,013.75	71,867.50	46,853.75	0.65
Total Planning & development	515,436.80	1,240,985.00	725,548.20	0.58	652,938.87	1,304,090.50	651,151.63	0.50
Total EXPENDITURE	12,257,602.18	26,496,798.00	14,239,195.82	0.54	13,312,391.10	28,127,148.50	14,814,757.40	0.53
Total OPERATING	4,957,085.00	11,513,210.00	6,556,125.00	0.57	7,342,189.10	12,542,509.00	5,200,319.90	0.41

TOWN OF GANANOQUE

BUDGET VARIANCE BY CATEGORY



GL5410

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Report Council-FIN-2026-26, Attachment 2

For Period Ending 30-Jun-2026

	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
REVENUE								
Taxation								
Supplemental & omitted assessment	0.00	-25,000.00	25,000.00	-1.00	-338.27	-25,000.00	24,661.73	-0.99
PILs	0.00	-272,962.00	272,962.00	-1.00	0.00	-290,573.00	290,573.00	-1.00
Total Taxation	0.00	-297,962.00	297,962.00	-1.00	-338.27	-315,573.00	315,234.73	-1.00
Grants								
OMFP	-588,750.00	-1,177,500.00	588,750.00	-0.50	-640,950.00	-1,281,900.00	640,950.00	-0.50
Other Ontario grants	-143,409.86	-399,595.00	256,185.14	-0.64	-289,403.67	-358,526.00	69,122.33	-0.19
Other Federal grants	-766.50	-758.00	-8.50	0.01	-496.60	-900.00	403.40	-0.45
Total Grants	-732,926.36	-1,577,853.00	844,926.64	-0.54	-930,850.27	-1,641,326.00	710,475.73	-0.43
From other municipalities								
Other municipalities	-104,170.35	-223,853.00	119,682.65	-0.53	-10,000.00	-218,410.00	208,410.00	-0.95
Total From other municipalities	-104,170.35	-223,853.00	119,682.65	-0.53	-10,000.00	-218,410.00	208,410.00	-0.95
Casino revenues								
Casino Revenue	-444,559.00	-1,200,000.00	755,441.00	-0.63	-407,257.00	-930,000.00	522,743.00	-0.56
Total Casino revenues	-444,559.00	-1,200,000.00	755,441.00	-0.63	-407,257.00	-930,000.00	522,743.00	-0.56
Investment Income								
Investment income	-426,444.98	-685,530.00	259,085.02	-0.38	-363,107.53	-941,669.00	578,561.47	-0.61
Total Investment Income	-426,444.98	-685,530.00	259,085.02	-0.38	-363,107.53	-941,669.00	578,561.47	-0.61
User fees & other revenues								
General government	-54,271.96	-71,600.00	17,328.04	-0.24	-68,141.28	-88,600.00	20,458.72	-0.23
Protection to Persons & Property	-639,285.87	-1,142,973.00	503,687.13	-0.44	-630,018.82	-1,137,893.00	507,874.18	-0.45
Transportation services	-38,064.24	-100,000.00	61,935.76	-0.62	-32,390.42	-95,000.00	62,609.58	-0.66
Environmental services	-97,193.40	-248,600.00	151,406.60	-0.61	-138,793.85	-236,500.00	97,706.15	-0.41
Water & Sewer services	-3,025,968.17	-5,941,343.00	2,915,374.83	-0.49	-1,518,978.41	-6,202,842.00	4,683,863.59	-0.76
Health services	-8,196.43	-16,317.00	8,120.57	-0.50	-7,572.52	-17,127.00	9,554.48	-0.56
Social & family services	-8,802.11	-15,150.00	6,347.89	-0.42	0.00	0.00	0.00	0.00
Recreation & Cultural Services	-474,707.82	-825,683.00	350,975.18	-0.43	-531,168.20	-943,847.00	412,678.80	-0.44
Planning & Development	-150,975.12	-593,070.00	442,094.88	-0.75	-97,349.71	-575,195.00	477,845.29	-0.83
Total User fees & other revenues	-4,497,465.12	-8,954,736.00	4,457,270.88	-0.50	-3,024,413.21	-9,297,004.00	6,272,590.79	-0.67
Licenses & permits								
Licences	-28,642.61	-76,325.00	47,682.39	-0.62	-25,069.82	-71,900.00	46,830.18	-0.65
Permits	-892,676.30	-1,030,980.00	138,303.70	-0.13	-1,006,193.20	-1,152,130.00	145,936.80	-0.13
Total Licenses & permits	-921,318.91	-1,107,305.00	185,986.09	-0.17	-1,031,263.02	-1,224,030.00	192,766.98	-0.16
Penalties and interest								
Penalties & interest on taxes	-61,776.81	-120,000.00	58,223.19	-0.49	-68,207.21	-124,000.00	55,792.79	-0.45

BUDGET VARIANCE BY CATEGORY

Date : Jul 23, 2026

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For Period Ending 30-Jun-2026



	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
Total Penalties and interest	-61,776.81	-120,000.00	58,223.19	-0.49	-68,207.21	-124,000.00	55,792.79	-0.45
Rental. donations & other incomes								
Rental income	-77,785.61	-162,175.00	84,389.39	-0.52	-88,509.29	-176,742.00	88,232.71	-0.50
Donations	-15,191.90	-12,700.00	-2,491.90	0.20	-12,674.24	-19,100.00	6,425.76	-0.34
Other income	-12,600.25	-55,000.00	42,399.75	-0.77	-6,181.96	-50,000.00	43,818.04	-0.88
Total Rental. donations & other incom	-105,577.76	-229,875.00	124,297.24	-0.54	-107,365.49	-245,842.00	138,476.51	-0.56
Transfers from other funds								
Reserves	-6,277.89	-340,800.00	334,522.11	-0.98	-13,700.00	-386,327.50	372,627.50	-0.96
Reserve Funds	0.00	-141,145.00	141,145.00	-1.00	0.00	-141,145.00	141,145.00	-1.00
Total Transfers from other funds	-6,277.89	-481,945.00	475,667.11	-0.99	-13,700.00	-527,472.50	513,772.50	-0.97
Internal Charges								
Transportation services	0.00	-104,529.00	104,529.00	-1.00	0.00	-119,313.00	119,313.00	-1.00
Total Internal Charges	0.00	-104,529.00	104,529.00	-1.00	0.00	-119,313.00	119,313.00	-1.00
Interfunds Transfer								
Due To - Town	0.00	0.00	0.00	0.00	-13,700.00	0.00	-13,700.00	0.00
Total Interfunds Transfer	0.00	0.00	0.00	0.00	-13,700.00	0.00	-13,700.00	0.00
Total REVENUE	-7,300,517.18	-14,983,588.00	7,683,070.82	-0.51	-5,970,202.00	-15,584,639.50	9,614,437.50	-0.62
EXPENDITURE								
Salaries wages & benefits								
FT Salaries & Wages	2,767,968.54	6,233,750.00	-3,465,781.46	-0.56	3,128,574.38	6,864,487.00	-3,735,912.62	-0.54
PT Salaries & Contract Salaries	485,224.05	1,095,731.00	-610,506.95	-0.56	522,165.29	1,127,293.00	-605,127.71	-0.54
OT Wages	283,798.36	379,705.00	-95,906.64	-0.25	259,694.24	425,346.00	-165,651.76	-0.39
Salaries - other divisions	486.24	0.00	486.24	0.00	300.16	0.00	300.16	0.00
Stand by salaries	25,527.27	46,669.00	-21,141.73	-0.45	24,722.68	52,652.00	-27,929.32	-0.53
Special allowances	0.00	16,042.00	-16,042.00	-1.00	0.00	10,410.00	-10,410.00	-1.00
Long Service allowance	0.00	2,000.00	-2,000.00	-1.00	0.00	2,000.00	-2,000.00	-1.00
Training wages	44,685.86	84,435.00	-39,749.14	-0.47	44,991.06	94,444.00	-49,452.94	-0.52
PT Fire calls	30,040.26	68,880.00	-38,839.74	-0.56	29,576.42	76,942.00	-47,365.58	-0.62
Honorariums	0.00	15,500.00	-15,500.00	-1.00	0.00	15,500.00	-15,500.00	-1.00
Uniforms	28,387.89	42,300.00	-13,912.11	-0.33	25,182.73	51,200.00	-26,017.27	-0.51
Clearing allowance	0.00	1,000.00	-1,000.00	-1.00	41.19	1,000.00	-958.81	-0.96
Benefits - Retirees	15,024.72	24,308.00	-9,283.28	-0.38	15,978.53	24,337.00	-8,358.47	-0.34
EHT	70,341.28	151,902.00	-81,560.72	-0.54	75,672.74	168,250.00	-92,577.26	-0.55
Source deductions	267,044.71	458,609.00	-191,564.29	-0.42	285,266.37	497,580.00	-212,313.63	-0.43
Other benefits	32,067.60	64,600.00	-32,532.40	-0.50	37,243.56	59,400.00	-22,156.44	-0.37
WSIB	114,345.40	247,250.00	-132,904.60	-0.54	135,581.27	260,986.00	-125,404.73	-0.48
Benefits - Manulife	294,709.93	581,111.00	-286,401.07	-0.49	355,091.30	665,794.00	-310,702.70	-0.47
OMERS	296,481.06	675,629.00	-379,147.94	-0.56	341,905.98	765,067.00	-423,161.02	-0.55

BUDGET VARIANCE BY CATEGORY

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For Period Ending 30-Jun-2026

	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
Employee Mental Health & Wellness	0.00	10,000.00	-10,000.00	-1.00	569.34	2,000.00	-1,430.66	-0.72
Employee Programs	0.00	8,167.00	-8,167.00	-1.00	6,350.00	3,425.00	2,925.00	0.85
Sick Fund Payout	0.00	14,000.00	-14,000.00	-1.00	0.00	14,000.00	-14,000.00	-1.00
Sick Leave Expense	42,277.70	0.00	42,277.70	0.00	21,061.08	0.00	21,061.08	0.00
Total Salaries wages & benefits	4,798,410.87	10,221,588.00	-5,423,177.13	-0.53	5,309,968.32	11,182,113.00	-5,872,144.68	-0.53
Utilities & Insurance								
Utilities	205,571.30	696,765.00	-491,193.70	-0.70	211,979.98	674,886.00	-462,906.02	-0.69
Insurance	419.62	546,528.00	-546,108.38	-1.00	115,715.85	514,835.00	-399,119.15	-0.78
Telephone	29,197.87	56,270.00	-27,072.13	-0.48	39,400.36	52,840.00	-13,439.64	-0.25
Internet	40,299.04	82,266.00	-41,966.96	-0.51	39,419.09	76,532.00	-37,112.91	-0.48
Total Utilities & Insurance	275,487.83	1,381,829.00	-1,106,341.17	-0.80	406,515.28	1,319,093.00	-912,577.72	-0.69
Contracted services								
MPAC	36,486.00	73,380.00	-36,894.00	-0.50	37,515.54	74,850.00	-37,334.46	-0.50
Audit	7,114.27	46,716.00	-39,601.73	-0.85	2,035.20	57,660.00	-55,624.80	-0.96
Legal	29,280.57	88,300.00	-59,019.43	-0.67	267,629.24	230,300.00	37,329.24	0.16
Engineering & other services	794,272.59	1,677,043.00	-882,770.41	-0.53	638,835.53	1,786,359.00	-1,147,523.47	-0.64
IT contracted services	164,178.30	244,980.00	-80,801.70	-0.33	174,179.12	305,715.00	-131,535.88	-0.43
IT software as services	54,050.97	40,923.00	13,127.97	0.32	72,664.15	167,770.00	-95,105.85	-0.57
Total Contracted services	1,085,382.70	2,171,342.00	-1,085,959.30	-0.50	1,192,858.78	2,622,654.00	-1,429,795.22	-0.55
Materials & other expenditures								
Administrative	84,942.32	303,304.00	-218,361.68	-0.72	62,527.83	171,672.00	-109,144.17	-0.64
Meetings & conferences	97,580.44	215,670.00	-118,089.56	-0.55	88,482.78	271,920.00	-183,437.22	-0.67
Program expenditures	945,774.60	1,765,217.00	-819,442.40	-0.46	1,016,424.70	1,845,000.00	-828,575.30	-0.45
Equipment	142,027.46	340,662.00	-198,634.54	-0.58	157,590.55	385,550.00	-227,959.45	-0.59
Supplies	365,403.97	625,198.00	-259,794.03	-0.42	403,816.85	664,795.00	-260,978.15	-0.39
Materials	75,589.46	171,330.00	-95,740.54	-0.56	70,205.05	137,000.00	-66,794.95	-0.49
Committees	100,906.99	244,610.00	-143,703.01	-0.59	170,984.66	207,662.50	-36,677.84	-0.18
Fuel	3,066.00	5,850.00	-2,784.00	-0.48	1,189.98	5,200.00	-4,010.02	-0.77
Community Grants	55,766.10	85,000.00	-29,233.90	-0.34	19,470.00	46,500.00	-27,030.00	-0.58
Property rentals	116,709.17	270,750.00	-154,040.83	-0.57	115,724.58	268,556.00	-152,831.42	-0.57
Taxation	9,015.79	47,500.00	-38,484.21	-0.81	3,133.79	47,500.00	-44,366.21	-0.93
Maintenances	138,823.62	328,695.00	-189,871.38	-0.58	156,698.05	293,610.00	-136,911.95	-0.47
Total Materials & other expenditures	2,135,605.92	4,403,786.00	-2,268,180.08	-0.52	2,266,248.82	4,344,965.50	-2,078,716.68	-0.48
Financial expenses								
Principal on Long-term debt	180,550.72	416,005.00	-235,454.28	-0.57	222,992.77	558,537.00	-335,544.23	-0.60
Interest on Long-term debt	84,396.14	195,830.00	-111,433.86	-0.57	102,753.91	406,297.00	-303,543.09	-0.75
Total Financial expenses	264,946.86	611,835.00	-346,888.14	-0.57	325,746.68	964,834.00	-639,087.32	-0.66
Transfer to other funds								
Transfer to reserves	966,041.00	2,242,964.00	-1,276,923.00	-0.57	1,008,266.00	2,132,018.00	-1,123,752.00	-0.53

BUDGET VARIANCE BY CATEGORY

Date : Jul 23, 2026

Time : 11:48 am

For Period Ending 30-Jun-2026



	ACTUAL 2025	BUDGET 2025	VARIANCE	%	ACTUAL 2026	BUDGET 2026	VARIANCE	%
OPERATING								
Transfer to capital	0.00	0.00	0.00	0.00	8,351.72	0.00	8,351.72	0.00
Transfer to reserve funds	2,731,727.00	5,463,454.00	-2,731,727.00	-0.50	2,780,735.50	5,561,471.00	-2,780,735.50	-0.50
Total Transfer to other funds	3,697,768.00	7,706,418.00	-4,008,650.00	-0.52	3,797,353.22	7,693,489.00	-3,896,135.78	-0.51
Interfund Transfers								
Due from Library	0.00	0.00	0.00	0.00	13,700.00	0.00	13,700.00	0.00
Total Interfund Transfers	0.00	0.00	0.00	0.00	13,700.00	0.00	13,700.00	0.00
Total EXPENDITURE	12,257,602.18	26,496,798.00	-14,239,195.82	-0.54	13,312,391.10	28,127,148.50	-14,814,757.40	-0.53
Total OPERATING	4,957,085.00	11,513,210.00	-6,556,125.00	-0.57	7,342,189.10	12,542,509.00	-5,200,319.90	-0.41

CONSOLIDATED BALANCE SHEET



For Period Ending 30-Jun-2026

Report Council-FIN-2026-26, Attachment 3

	2025	2026
OPERATING		
ASSETS		
Financial assets		
Cash	25,799,427.07	28,404,018.66
Cash Equivalents	1,033,107.75	1,026,567.92
Taxes receivable	691,823.80	790,620.00
Utility receivable	1,671,624.89	1,714,704.67
Accounts receivable	1,139,314.01	1,050,198.32
Total Financial assets	30,335,297.52	32,986,109.57
Non Financial assets		
Tangible Capital Assets	80,763,071.44	88,000,367.70
Inventories	79,146.55	97,867.85
Prepaid expenses	400,133.12	229,919.74
Total Non Financial assets	81,242,351.11	88,328,155.29
Total ASSETS	111,577,648.63	121,314,264.86
LIABILITIES		
Financial liabilities		
Accounts Payable & Accrued Liabilities	(2,700,929.43)	(4,359,869.19)
Other Current Liabilities	(219,011.98)	(265,828.62)
Employee future benefit obligations	(1,300,694.00)	(1,353,044.00)
Asset retirement obligations	(1,661,254.33)	(1,330,482.46)
Deferred revenues	(413,828.33)	(168,133.13)
Long-term debts	(5,087,163.26)	(6,023,013.83)
Total Financial liabilities	(11,382,881.33)	(13,500,371.23)
Total LIABILITIES	(11,382,881.33)	(13,500,371.23)
EQUITY		
Accumulated Surplus		
Discretionary Reserve Funds	(16,299,338.17)	(15,726,658.91)
Obligatory Reserve Funds	(264,665.57)	(110,021.17)
Reserves	(12,369,505.30)	(13,019,367.81)
Amounts to be recovered in future year	7,969,965.04	8,608,672.44
Equity in tangible capital assets	(79,231,223.30)	(87,566,518.18)
Total Accumulated Surplus	(100,194,767.30)	(107,813,893.63)
Total EQUITY	(100,194,767.30)	(107,813,893.63)
Total OPERATING	0.00	0.00



	Project #	Carry forward	Budget 2026	2026 Budget Deviations	2026 WIP	2026 Expenditures	POs Committed	Year-End Balance	Comments	Anticipated Completion Date
Dept 30298 General government - rental properties										
Facilities Kinsmen Renovation	240126	104,756.00	0.00	\$972,082	\$1,076,838	\$326,053	\$0	\$750,785	In Progress	Motion 26-091
Facilities Little Pump House Shell (B) Renewals	256005	\$8,000	\$11,425	\$0	\$19,425	\$0	\$0	\$19,425	Not Started	
Facilities Little Pump House Electrical (D50 & G40) Renewals	266046	\$8,597	\$0	\$0	\$8,597	\$0	\$0	\$8,597	Not Started	
	3	\$121,353	\$11,425	\$972,082	\$1,104,860	\$326,053	\$0	\$778,807		
Dept 30299 General government										
Facilities Clock Tower Shell (B) Renewals	256001	\$99,770	\$0	\$0	\$99,770	\$0	\$0	\$99,770	Substantial complete	
Facilities Clock Tower Interior (C) Renewals	256002	\$60,000	\$0	\$0	\$60,000	\$0	\$0	\$60,000		
Facilities Customs Building Electrical (D50 & G40) Renewals	256003	\$1,087	\$0	\$0	\$1,087	\$0	\$0	\$1,087		
Facilities Library & VC Umbrella Shelter	256006	\$0	\$0	\$0	\$0	\$10,311	\$0	(\$10,311)		
OSIM Inspection	257005		\$7,140	\$0	\$7,140	\$0	\$0	\$7,140		
Susan Pust	257008	\$5,000	\$0	\$0	\$5,000	\$0	\$0	\$5,000		
NG 911	257009		\$25,000	\$0	\$25,000	\$25,578	\$0	(\$578)		
Facilities Town Park Bandshell Shell & Exterior (B & G20) Renewals	266017		\$5,500	\$0	\$5,500	\$0	\$0	\$5,500		
Facilities ES Building Shell & Exterior (B & G20) Renewals	266023		\$1,500	\$0	\$1,500	\$0	\$0	\$1,500		
Facilities ES Building Plumbing (D20) Renewals	266025		\$1,500	\$0	\$1,500	\$0	\$0	\$1,500		
Facilities ES Building HVAC (D30) Renewals	266026	(\$1,927)	\$1,927	\$0	\$0	\$0	\$0	\$0		
Facilities ES Building Fire Alarm, Emergency Lighting/Equipment & Security (D40/50) Renewals	266027		\$7,500	\$0	\$7,500	\$0	\$0	\$7,500		
Facilities ES Building Electrical (D50 & G40) Renewals	266028		\$3,162	\$0	\$3,162	\$0	\$0	\$3,162		
Facilities JSHP Washrooms Plumbing (D20) Renewals	266032		\$1,500	\$0	\$1,500	\$0	\$0	\$1,500		
Facilities Town Hall Shell & Exterior (B & G20) Renewals	266053		\$36,955	\$0	\$36,955	\$0	\$0	\$36,955		
Facilities Town Hall Interior Renewals	266054	\$149,856	\$0	\$0	\$149,856	\$0	\$0	\$149,856		
Facilities Town Hall HVAC (D30) Renewals	266055		\$6,069	\$0	\$6,069	\$0	\$0	\$6,069		
Facilities Library & VC HVAC (D30) Renewals	266062		\$6,440	\$0	\$6,440	\$0	\$0	\$6,440		
Facilities Town Hall Substructure (A) Repairs	266101		\$13,500	\$0	\$13,500	\$0	\$0	\$13,500		
Facilities Old Pumphouse -110 Kate St renovations	266107			\$37,726	\$37,726	\$0	\$0	\$37,726		
Subtotal	20	\$313,786	\$117,693	\$37,726	\$469,205	\$35,889	\$0	\$433,316		
Dept 30410 Protective services										
Fire Fleet Rescue 5 (3/4 Ton Pickup) Renewal - Vehicle	253002		\$88,434	\$0	\$88,434	\$0	\$0	\$88,434	In Progress	
Fire Training Facility Upgrades - Building	253008	\$47,096	\$0	\$0	\$47,096	\$8,787	\$0	\$38,309		
Police IT Renewals - Dispatch Equipment	254002	(\$4,500)	\$5,000	\$0	\$500	\$0	\$0	\$500		
Police Protect Vest Renewals - Body Armour	254004	\$10,000	\$5,000	\$0	\$15,000	\$0	\$0	\$15,000		
Police Fleet Unit 1751 (Patrol Unit) - Vehicle	254006		\$35,000	\$0	\$35,000	\$0	\$0	\$35,000		
Police rapid deployment - Hard Armour	254011		\$5,000	\$0	\$5,000	\$0	\$0	\$5,000		
Police Speed detection devices - in vehicle & static	254012		\$5,000	\$0	\$5,000	\$2,749	\$0	\$2,251		
Police Portable Radio Project	254013		\$25,000	\$0	\$25,000	\$0	\$0	\$25,000		

	Project #	Carry forward	Budget 2026	2026 Budget Deviations	2026 WIP	2026 Expenditures	POs Committed	Year-End Balance	Comments	Anticipated Completion Date
Subtotal	8	\$52,596	\$168,434	\$0	\$221,030	\$11,536	\$0	\$209,494		
2968										
Dept 30611 Transporation services										
PW Roads Annual ACMP (Asphalt, Concrete, Milling & Paving) Program	245901	\$150,312	\$718,100	\$0	\$868,412	\$0	\$0	\$868,412		
King Street Pedestrian Bridge Removal	245903	\$496,961	\$0	\$0	\$496,961	\$444,034	\$0	\$52,927	In Progress	
Rail-to-Trail Pedestrian Bridge Replacement	245904	\$245,929	\$123,500	\$0	\$369,429	\$0	\$0	\$369,429		
Storm Sewer Maintenance Program	245906	\$45,649	\$350,000	\$0	\$395,649	\$24,819	\$0	\$370,830		
Storm Sewer Master Plan Study	245907	\$77,560	\$0	\$0	\$77,560	\$28,822	\$0	\$48,738	In Progress	
PW Road Track Skid Steer w/ 6-way grader blade attachment & carbide tip Hartley rake	255003	\$295,000	\$0	\$0	\$295,000	\$238,910	\$0	\$56,090	Substantial complete	
PW Roads Unit 131 (Backhoe) Replacement	255005		\$340,000	\$0	\$340,000	\$0	\$0	\$340,000		
PW Roads Unit 118 (Vacuum Truck) Replacement	255009		\$420,000	\$6,968	\$426,968	\$0	\$0	\$426,968		Motion 26-118
PW Roads Unit 134 (Trackless) Replacement	255018		\$190,000	\$444	\$190,444	\$0	\$0	\$190,444		Motion 26-119
Town Gates Rehabilitation Project	255025	\$75,000		\$21,182	\$96,182	\$101,661	\$0	(\$5,479)	Substantial complete	
PW Roads Black Snappers Pedestrian Bridge Rehabilitation	255026	\$100,000	\$100,000	\$0	\$200,000	\$0	\$0	\$200,000		
PW Roads Water Street Swing Bridge Rehabilitation	255027	\$139,395	\$60,000	\$0	\$199,395	\$0	\$0	\$199,395		
PW Office Facility Capital Repairs & Maintenance	255028	\$25,000	\$20,000	\$0	\$45,000	\$0	\$0	\$45,000		
PW Garage Facility Capital Repairs & Maintenance	255029	\$30,000	\$40,000	\$0	\$70,000	\$0	\$0	\$70,000		
Elmwood Dr (King St E to Pine St E) Stormwater Infrastructure Rough-In	255030	\$125,000	\$0	\$5,976	\$130,976	\$0	\$0	\$130,976		Motion 26-122
Arthur St (Charles St S to end Arthur St) Road & Sidewalk Reconstruction	255031	(\$62,609)	\$1,100,000	\$1,220,490	\$2,257,881	\$40,716	\$0	\$2,217,165	In Progress	Motion 26-120
Arthur St (Charles St S to end Arthur St) Storm Sewer Replacement	255032	\$100,000	\$1,100,000	\$1,000,000	\$2,200,000	\$0	\$0	\$2,200,000		Motion 26-120
Birch St (King St W to Second St) Road & Sidewalk Reconstruction	255033		\$51,000	\$0	\$51,000	\$0	\$0	\$51,000		
Birch St (King St W to Second St) Storm Sewer Replacement	255034		\$51,000	\$0	\$51,000	\$0	\$0	\$51,000		
Elizabeth Street Parkette Stormwater Outfall Rehabilitation	255041		\$75,000	\$0	\$75,000	\$0	\$0	\$75,000		
Public Works - Fleet - Flacon 2 Ton Trailer (Dump Box)	265002			\$47,000	\$47,000	\$47,827	\$0	(\$827)	Substantial complete	
PW Yard Fueling Facility Upgrades / Renewals	265003		\$200,000	\$0	\$200,000	\$0	\$0	\$200,000		
Subtotal	22	\$1,843,197	\$4,938,600	\$2,302,059	\$9,083,856	\$926,788	\$0	\$8,157,068		
Dept 30811 Environmental services										
Shoreline Erosion Mitigation Project	240100	\$76,023	\$0	\$0	\$76,023	\$0	\$0	\$76,023	In Progress	
Wastewater Master Plan Study	240902	\$121,275	\$0	\$0	\$121,275	\$0	\$0	\$121,275	In Progress	
Utilities Storage Facility Project	240903	\$23,855	\$0	\$0	\$23,855	\$9,209	\$0	\$14,646	In Progress	
WTP Controls Renewals - Water Network	240904	\$10,014	\$0	\$0	\$10,014	\$0	\$0	\$10,014	In Progress	
WD Customer Water Meter Renewals - Water Network	240905	\$2,167	\$0	\$0	\$2,167	\$0	\$0	\$2,167	In Progress	
WD Hydraulic Modelling Study - Water Network	240906	\$10,000	\$0	\$0	\$10,000	\$0	\$0	\$10,000		
WTP HVAC Upgrades/Renewals - Water Network	250003	\$25,000	\$175,000	\$0	\$200,000	\$0	\$0	\$200,000		
WTP SCADA Renewals - Water Network	250005	(\$2,895)	\$18,000	\$0	\$15,105	\$0	\$0	\$15,105		
WTP Electrical/Instrumentation Renewals - Water Network	250007	(\$30,000)	\$30,000	\$0	\$0	\$0	\$0	\$0	Substantial complete	
WTP Low Lift Pump & Rapid Mixer Renewals - Water Network	250008	\$7,472	\$40,000	\$0	\$47,472	\$0	\$0	\$47,472		
WTP Backwash Renewals - Water Network	250010	\$17,413	\$0	\$0	\$17,413	\$13,827	\$0	\$3,586	In Progress	
WTP High Lift Pump Renewals - Water Network	250012	\$7,433	\$0	\$0	\$7,433	\$0	\$0	\$7,433	Substantial complete	
WTP Wastewater Transfer Renewals - Water Network	250013		\$40,000	\$0	\$40,000	\$14,071	\$0	\$25,929		
WT Backflow Renewals - Water Network	250014	\$10,000	\$0	\$0	\$10,000	\$0	\$0	\$10,000	In Progress	
WD Arthur St (Charles St S to sub - Arthur st) Watermain Replacement - Water Network	250015	\$137,500	\$880,000	\$0	\$1,017,500	\$0	\$0	\$1,017,500	Not Started	
WD Birch St (King St W to Second St) Watermain Replacement - Water Network	250016		\$51,000	\$0	\$51,000	\$0	\$0	\$51,000		
WD Hydrant Replacement/Rebuild Program - Water Network	250021	\$4,475	\$25,500	\$0	\$29,975	\$0	\$0	\$29,975		
WD Valve Replacement Program - Water Network	250022	\$5,822	\$25,500	\$0	\$31,322	\$0	\$0	\$31,322		

	Project #	Carry forward	Budget 2026	2026 Budget Deviations	2026 WIP	2026 Expenditures	POs Committed	Year-End Balance	Comments	Anticipated Completion Date
WD Elmwood Dr (King St E to Pine St E) Watermain Replacement - Water Network	250023	\$305,518	\$0	\$0	\$305,518	\$4,355	\$0	\$301,163	In Progress	Motion 26-123
WD Water Tower Renewal - Water Network	250025	\$36,805	\$905,000	\$0	\$941,805	\$6,553	\$0	\$935,252	In Progress	
WD Lead Service Replacement Program - Water Network	250026	\$7,959	\$25,500	\$0	\$33,459	\$0	\$0	\$33,459		
WD Curbstop Replacement Program - Water Network	250028	\$20,882	\$25,500	\$0	\$46,382	\$1,608	\$0	\$44,774		
EEPS Upgrade Project (Chemical Building/Storage, 2nd Wet Well) - Sanitary Sewer Network	250029	\$2,385,058	\$975,000	\$900,000	\$4,260,058	\$1,953,946	\$126,704	\$2,179,408	In Progress	
Lagoon Forcemain Twinning Project - Sanitary Sewer Network	250031	\$451,347	\$1,000,000	\$0	\$1,451,347	\$26,315	\$0	\$1,425,032	In Progress	
Lagoon Cell #1 Influent / Bypass Chamber Renewal - Sanitary Sewer Network	250032		\$902,000	\$0	\$902,000	\$0	\$0	\$902,000		
Lagoon Sludge Removal - Sanitary Sewer Network	250035	\$2,706	\$3,222,500	\$0	\$3,225,206	\$0	\$0	\$3,225,206		
WWC Arthur St (Charles St S to Deadend E of William St S) Sewermain Replacement - Sanitary Sewer Network	250037	\$125,000	\$812,120	\$0	\$937,120	\$0	\$0	\$937,120		
WWC Birch St (King St W to Second St) Sewermain Replacement - Sanitary Sewer Network	250038		\$50,000	\$0	\$50,000	\$0	\$0	\$50,000		
WWC Service Lateral Relining & Replacement / Manhole Reburishment Program - Sanitary Sewer Network	250043	(\$2,376)	\$25,500	\$0	\$23,124	\$0	\$0	\$23,124		
WWC Water Street PS#2 Pump Renewals - Sanitary Sewer Network	250044		\$15,300	\$0	\$15,300	\$0	\$0	\$15,300		
WWC Main Street PS#3 Pump Renewals - Sanitary Sewer Network	250045	\$35,000	\$0	\$0	\$35,000	\$3,261	\$0	\$31,739	In Progress	
WWC SSPS Pump Renewals - Sanitary Sewer Network	250047		\$17,850	\$0	\$17,850	\$0	\$0	\$17,850		
WWC Manhole #18 Renewals - Sanitary Sewer Network	250048		\$35,700	\$0	\$35,700	\$0	\$0	\$35,700		
PW Utilities Equipment Renewals - Water Network	250054		\$15,300	\$0	\$15,300	\$0	\$0	\$15,300		
WD Watermain Relining Pilot Project	260001		\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$1,000,000		
Lagoon Cell #1 Liner Rehabilitation - Sanitary Sewer Network - Sanitary Sewer Network	260002		\$2,250,000	\$0	\$2,250,000	\$14,976	\$0	\$2,235,024		
Lagoon Cell #2 Storm Drainage Repair - Sanitary Sewer Network	260003		\$50,000	\$0	\$50,000	\$0	\$0	\$50,000		
WWC Sewer Camera - Sanitary Sewer Network	260004		\$100,000	\$0	\$100,000	\$0	\$0	\$100,000		
Subtotal	38	\$3,793,453	\$12,712,270	\$900,000	\$17,405,723	\$2,048,122	\$126,704	\$15,230,897		

Dept 31610 Recreation & cultural services

Trail Signage	247003	\$6,271	\$0	\$0	\$6,271	\$0	\$0	\$6,271	In Progress	
Recreation Fleet Unit 301 Renewal (1/2 Ton Truck) - Vehicle	252002	\$0	\$86,700	\$0	\$86,700	\$4,659	\$0	\$82,041	In Progress	
Recreation Fleet Unit 311 Renewal (Ride On Mower) - Equipment	252005	\$0	\$32,640	\$0	\$32,640	\$20,026	\$0	\$12,614	Substantial complete	
Recreation Ice Edger Renewal	252006	\$0	\$7,140	\$0	\$7,140	\$0	\$0	\$7,140	Substantial complete	
Subtotal	4	\$6,271	\$126,480	\$0	\$132,751	\$24,685	\$0	\$108,066		

Dept 31611 Recreation & cultural services - Marina

Marina Main Fixed Dock Reconstruction - Docks	251001	\$101,876	\$0	\$0	\$101,876	\$0	\$0	\$101,876	Substantial complete	
Marina Floating Dock Replacements - Docks	251002	\$227,743	\$0	\$0	\$227,743	\$296,771	\$0	(\$69,028)	Substantial complete	
Marina Main Bldg Main Door Replacement - Building	251003	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$20,000	In Progress	
Marina Main Bldg Hot Water Tank Replacement - Building	251005	\$14,000	\$0	\$0	\$14,000	\$11,040	\$0	\$2,960	Substantial complete	
Marina Dock & Shoreline Rehabilitation	251006	\$294,525	\$0	\$0	\$294,525	\$336,641	\$0	(\$42,116)	Substantial complete	
Subtotal	5	\$658,144	\$0	\$0	\$658,144	\$644,453	\$0	\$13,692		

Dept 31612 Recreation & cultural services - Arena

Arena Boilers Replacements	242001	\$7,000	\$0	\$0	\$7,000	\$0	\$0	\$7,000	In Progress	
Arena HVAC (D30) Renewals	252012	\$24,557	\$67,000	\$0	\$91,557	\$8,500	\$0	\$83,057	In Progress	
Arena HVAC Upgrades - Building	252013	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$20,000	In Progress	
Arena Electrical / Lighting Renewals - Building	252014	\$5,973	\$99,623	\$0	\$105,596	\$28,780	\$0	\$76,816	In Progress	
Arena Plumbing Renewals - Building	252015	\$2,966	\$26,967	\$0	\$29,933	\$0	\$0	\$29,933	In Progress	
Arena Interior Renewals - Building	252018	\$15,750	\$88,317	\$0	\$104,067	\$0	\$0	\$104,067	In Progress	
Arena Elevator Replacement - Building	252021		\$255,000	\$0	\$255,000	\$0	\$0	\$255,000	Not Started	
Arena Overhead Netting Replacement - Building	252022		\$29,375	\$0	\$29,375	\$0	\$0	\$29,375	In Progress	
Arena Shell (B) Renewals	262001		\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	In Progress	



Arena Fire, Security, Safety & Emergency Lighting (D40, D50 & F20) Renewals
Subtotal

Dept 31810 Planning & development

Planning Development Permit By-law
Official Plan
Subtotal

Total

Project #	Carry forward	Budget 2026	2026 Budget Deviations	2026 WIP	2026 Expenidtures	POs Committed	Year-End Balance	Comments	Anticaped Completion Date
262002		\$11,750	\$0	\$11,750	\$0	\$0	\$11,750	In Progress	
10	\$76,246	\$588,032	\$0	\$664,278	\$37,280	\$0	\$626,998		
247001	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$50,000		
257007	\$6,194	\$0	\$0	\$6,194	\$3,676	\$0	\$2,518		
2	\$56,194	\$0	\$0	\$56,194	\$3,676	\$0	\$52,518		
112	\$6,921,240	\$18,662,934	\$4,211,867	\$29,796,041	\$4,058,483	\$126,704	\$25,610,854		

Council/Board Report - Combined

Date : Jul 27, 2026

Time : 3:40 pm



Vendor : 1000 To ZYCOM

Batch : All

April 1
- June 30/26

Cash Requirement Date : Jun 30, 2026

Bank : 0099 To 07

Vendor Invoice	Vendor Name Description	Batch/ Pay Medium Code	Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
1000	1000 ISLANDS FAMILY RIBFEST							
MOTION2026-11	TAP GRANT 2026 RIBFEST	156 T	02-Mar-2026 02-Mar-2026	14,755.14	14,755.14	0.00	0.00	0.00
10005	ISLAND CANVAS INC 1279123 Ontario Ltd							
BP2023-093 REF	BP 2023-093 740 KSW REFUND	149 T	09-Jun-2026 09-Jun-2026	750.00	750.00	0.00	0.00	0.00
1000ISMAPS	1000 ISLANDS MAPS							
00005	1000 ISLANDS MAPS	152 T	15-Jun-2026 15-Jun-2026	677.32	677.32	0.00	0.00	0.00
10023	THOUSAND ISLANDS ACCOMODATION PARTNERS							
2026 Q3 MAT	2026 Q3 MAT BYLAW 2019-058 2019-083 2019-124	152 T	16-Jun-2026 25-Jun-2026	42,500.00	42,500.00	0.00	0.00	0.00
EXP-01/04/2026	2026 Q2 MAT	74 T	01-Apr-2026 01-Apr-2026	42,500.00	42,500.00	0.00	0.00	0.00
10026	1000 ISLANDS TRADING COMPANY							
05/16/26	4 BOXES DRESSING	131 T	16-May-2026 16-May-2026	240.00	240.00	0.00	0.00	0.00
10032	1000 ISLANDS HISTORY MUSEUM							
2026 TAP GRAN	2026 TAP GRANT MOTION 2026-07	149 T	01-May-2026 01-May-2026	5,000.00	5,000.00	0.00	0.00	0.00
ABE01	ABELL PEST CONTROL							
A7848381	PEST CONTROL CONTRACT	119 T	01-Apr-2026 01-Apr-2026	125.69	125.69	0.00	0.00	0.00
A7942310	MONTHLY PEST CONTROL	125 T	01-May-2026 30-May-2026	125.69	125.69	0.00	0.00	0.00
ACT01	ACTION FLOORING							
41241	MARINA LAUNDRY ROOF - NEW FLOORING	102 T	24-Apr-2026 24-Apr-2026	3,402.43	3,402.43	0.00	0.00	0.00
ACT02	ACTION CAR AND TRUCK ACCESSORIES							
53013359	TOOL BOX	152 T	07-May-2026 07-May-2026	1,762.38	1,762.38	0.00	0.00	0.00
ADAMCOR	ADAM CORREIA/A.M.CREATIV							
18	GANANOQUE IMAGES	125 T	13-May-2026 28-May-2026	1,500.00	1,500.00	0.00	0.00	0.00
ADGDBIEB	ADAIR GOLDBLATT BIEBER LL P							
26-5673	JUDICIAL REVIEW - INTEGRITY COMMISSIONER BILLED TO CUNNINGHAM SWAN	98 T	02-Mar-2026 02-Mar-2026	4,213.77	4,213.77	0.00	0.00	0.00
26-5914	JUDICIAL REVIEW CHARGES	119 T	10-Apr-2026 10-Apr-2026	16,793.78	16,793.78	0.00	0.00	0.00
26-6383	JUDICAL REVIEW	125 T	14-May-2026 21-May-2026	12,131.68	12,131.68	0.00	0.00	0.00
26-6601	JUDICAL REVIEW	152 T	11-Jun-2026 11-Jun-2026	26,575.34	26,575.34	0.00	0.00	0.00
ADV02	ADVANTAGE DATA COLLECTION							
2621	SIGN INSPECTIONS PER REGULATIONS	131 T	15-May-2026 15-May-2026	5,174.76	5,174.76	0.00	0.00	0.00

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AGO01	AGO INDUSTRIES INC.							
1221457	GANANAOQUE UNIFORM LABELS	94 T	16-Mar-2026 16-Mar-2026	734.50	734.50	0.00	0.00	0.00
1221524	ROADS UNIFORMS	94 T	16-Mar-2026 16-Mar-2026	4,044.22	4,044.22	0.00	0.00	0.00
1222233	UNIFORM - SAFETY SWEATER	98 T	23-Mar-2026 23-Mar-2026	121.18	121.18	0.00	0.00	0.00
1226235	SAFETY GEAR	125 T	23-Apr-2026 23-May-2026	983.85	983.85	0.00	0.00	0.00
1227669	SAFETY GEAR	125 T	04-May-2026 03-Jun-2026	741.08	741.08	0.00	0.00	0.00
AIG02	AIG INSURANCE COMPANY OF CANADA							
12/16/2025	fire department coverage - policy # VFP-9129215-16	80 T	01-Jan-2026 01-Jan-2026	3,928.00	3,928.00	0.00	0.00	0.00
AIR02	AIRD & BERLIS LLP							
1481907	JUDICIAL REVIEW	80 T	31-Mar-2026 31-Mar-2026	17,421.21	17,421.21	0.00	0.00	0.00
1483724	STRONG MAYOR POWEL INQUIRY Deemed Budget	98 T	15-Apr-2026 15-Apr-2026	11,110.16	11,110.16	0.00	0.00	0.00
1486075	JUDICIAL REVIEW	119 T	30-Apr-2026 30-Apr-2026	85,379.69	85,379.69	0.00	0.00	0.00
1490296	JUDICAL REVIEW	142 T	29-May-2026 15-Jun-2026	42,854.13	42,854.13	0.00	0.00	0.00
AJS01	A J STONE COMPANY LTD							
0000199746	2026 CANCER PREVENTION GRANT - BUNKER GEAR, INNOTEX ENERGY, AJS ELITE	102 T	17-Apr-2026 17-Apr-2026	20,718.55	20,718.55	0.00	0.00	0.00
0000199747	2026 CANCER PREVENTION GRANT - BUNKER GEAR, INNOTEX ENERGY AJS ELITE	102 T	17-Apr-2026 17-Apr-2026	17,498.05	17,498.05	0.00	0.00	0.00
199722	NAMEPLATE	125 T	22-Apr-2026 22-May-2026	219.60	219.60	0.00	0.00	0.00
ALL04	ALLAN GRAPHICS LTD.							
71391	10,000 MAPS	131 T	21-May-2026 12-Jun-2026	1,672.40	1,672.40	0.00	0.00	0.00
ALL11	ALLIANCE SECURITY TEAM							
C2751-040126	TAS CALL TIME MARCH 1 - 31	119 T	01-Apr-2026 01-Apr-2026	259.98	259.98	0.00	0.00	0.00
C2751-050126	VOICE SERVICES	125 T	01-May-2026 31-May-2026	260.09	260.09	0.00	0.00	0.00
C2751-060126	VOICE ANSWER LOGGE	149 T	01-Jun-2026 25-Jun-2026	260.77	260.77	0.00	0.00	0.00
YAL-3390-000131	BATTERY REPLACEMENT & TEST OF SECURITY PENDANTS	80 T	11-Mar-2026 11-Mar-2026	180.52	180.52	0.00	0.00	0.00
YAL3390-040126	110 KATE MONITORING SUBSCRIPTION 12 MONTHS	102 T	01-Apr-2026 01-Apr-2026	324.76	324.76	0.00	0.00	0.00

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YAL3390-050126	INVOICE FOR SERVICES	125 T	01-May-2026 31-May-2026	324.76	324.76	0.00	0.00	0.00
YAL3390-13382-C	INSTALL CONTACT ENTRY DOOR	125 T	22-Apr-2026 22-May-2026	399.03	399.03	0.00	0.00	0.00
YAL3390-13518-C	UPGRADE SECURITY PANEL FROM 3G TO LTE FIRE PANEL	152 T	29-May-2026 29-May-2026	498.56	498.56	0.00	0.00	0.00
ALT01	ALTEC INDUSTRIES LTD.							
6013656		98 T	22-Apr-2026 22-Apr-2026	1,821.56	1,821.56	0.00	0.00	0.00
AMA02	AMACO CONSTRUCTION EQUIPMENT INC							
ESA000052	FALCON RME 2 TON TRAILER BYLAW 2026-022	125 T	23-Mar-2026 23-Apr-2026	53,110.00	53,110.00	0.00	0.00	0.00
ANC02	ANCHOR SAFE AND LOCK							
#207916-1	REKEY TOWN HALL	156 T	13-May-2026 13-May-2026	476.07	476.07	0.00	0.00	0.00
207928-1	EXTRA KEYS FOR TOWN HALL	125 T	19-May-2026 24-May-2026	133.43	133.43	0.00	0.00	0.00
ANTH	ANTHONY'S RESTAURANT							
MRSROPER	MRS ROPER ROMP STOP / LOCATION ALLOWANCE	121 T	01-May-2026 01-May-2026	150.00	150.00	0.00	0.00	0.00
ARC02	ARCTIC GLACIER							
4221613312	ARINA - ICE	125 T	13-May-2026 12-Jun-2026	938.50	938.50	0.00	0.00	0.00
AXO01	AXON PUBLIC SAFETY CANADA INC.							
INCA006565	POLICE SAFETY SOFTWARE USAGE	119 T	01-Apr-2026 01-Apr-2026	4,924.39	4,924.39	0.00	0.00	0.00
BAK04	JENNIFER BAKER CONSULTING LTD.							
2943	WEBSITE DESIGN	125 T	06-May-2026 05-Jun-2026	84.75	84.75	0.00	0.00	0.00
BAR11	BARIL JENNIFER							
EXP-22/04/2026	working at hights milage and lunch	102 T	22-Apr-2026 22-Apr-2026	155.70	155.70	0.00	0.00	0.00
EXPJUNE182026	MILEAGE / VC DECORATION	156 T	18-Jun-2026 18-Jun-2026	132.17	132.17	0.00	0.00	0.00
EXPJUNE232026	COSTCO CANADA DAY FIFA SUPPLIES	156 T	23-Jun-2026 23-Jun-2026	474.36	474.36	0.00	0.00	0.00
EXPMAY252026	TRAVEL MEDIA DINNER RT09	131 T	25-May-2026 25-May-2026	191.20	191.20	0.00	0.00	0.00
BARPET	BAR PETUNIA							
ROPER ROMP	MRS ROPER ROMP STOP/LOCATION ALLOWANCE	121 T	01-May-2026 01-May-2026	150.00	150.00	0.00	0.00	0.00
BEL04	BELL MOBILITY INC							
530782071 APR2	BELL 530782071 APRIL 27 2026 STMT	111 T	27-Apr-2026 27-Apr-2026	7,047.46	7,047.46	0.00	0.00	0.00

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530782071	MARCH 2026	81	27-Mar-2026	7,406.61	7,406.61	0.00	0.00	0.00
		T	27-Mar-2026					
530782071	MAY 2026	142	27-May-2026	5,480.76	5,480.76	0.00	0.00	0.00
		T	27-May-2026					
BEL08	BELL CANADA							
APRIL 2026	APRIL PPM	114	30-Apr-2026	6,139.67	6,139.67	0.00	0.00	0.00
		E	30-Apr-2026					
JUNE 2026	JUNE PPM	168	30-Jun-2026	6,090.08	6,090.08	0.00	0.00	0.00
		E	30-Jun-2026					
MAY 2026	MAY PPM	147	31-May-2026	5,987.15	5,987.15	0.00	0.00	0.00
		E	31-May-2026					
BELLASS	BELL & ASS ARCHITECTURE INC							
224-25-14	YMCA DAYCARE RENO - UNIT 2 FEB 2026	80	28-Feb-2026	6,036.80	6,036.80	0.00	0.00	0.00
		T	28-Feb-2026					
224-25.2-002	PHASE 2 YMCA UNIT 1 MARCH 2026	80	31-Mar-2026	34,429.80	34,429.80	0.00	0.00	0.00
		T	31-Mar-2026					
224-25.2-003	CORR INV PMT GAN YMCA APRIL 2026	125	01-May-2026	75,515.08	75,515.08	0.00	0.00	0.00
		T	01-May-2026					
224-25.2-003	REVERSE INVOICE.	125	01-May-2026	-15,649.00	-15,649.00	0.00	0.00	0.00
		T	01-May-2026					
244-25.2-003	COUNCIL REPORT CAO-2025-IC-12 PHASE 2 YMCA UNIT 1	121	01-May-2026	15,649.00	15,649.00	0.00	0.00	0.00
		T	01-May-2026					
BJOBB1	BRIAN JOBB TRAINING & CONSULTING							
11/26	Controlling Microorganism in drinking water training	74	25-Mar-2026	4,237.50	4,237.50	0.00	0.00	0.00
		T	25-Mar-2026					
BMO01	BMO MASTERCARD							
MARCH 2026	MASTERCARD STMT MARCH 27 2026	107	27-Mar-2026	37,758.39	37,758.39	0.00	0.00	0.00
		E	27-Mar-2026					
BOCK	BOCK OPTRONICS INC.							
80149	IN-VEHICLE RAPID DEPLOYMENT OBSERVATION KIT - PROCEEDS OF CRIME	74	10-Mar-2026	7,247.82	7,247.82	0.00	0.00	0.00
		T	10-Mar-2026					
BOYLES MIKE	BOYLES MIKE							
EXP MAY 2026	CISO SPRING CONF MAY 25-27	131	27-May-2026	666.47	666.47	0.00	0.00	0.00
		T	27-May-2026					
EXP MAY 2026	CISO CONF MAY 25-27	131	28-May-2026	145.00	145.00	0.00	0.00	0.00
		T	28-May-2026					
BRA09	BRAMIC CREATIVE BUSINESS PRODUCTS LTD.							
4958	police office equipment	74	05-Mar-2026	2,626.12	2,626.12	0.00	0.00	0.00
		T	05-Mar-2026					
BRE07	BRENNTAG CANADA INC							
47089878	CHLORINE / RETURNABLES	125	04-May-2026	20,571.02	20,571.02	0.00	0.00	0.00
		T	04-May-2026					
CR47092730	RETURNABLE CYLINDER	125	04-May-2026	-15,820.00	-15,820.00	0.00	0.00	0.00
		T	04-May-2026					
BRO01	BROCKVILLE POLICE SERVICE							

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#26-03	2025 PRISONER MEALS	149	29-Jan-2026	384.00	384.00	0.00	0.00	0.00
		T	29-Jan-2026					
#26-06	FEB 13 MARCH 13 ASSISTANCE REQUEST	149	26-Mar-2026	4,712.83	4,712.83	0.00	0.00	0.00
		T	26-Mar-2026					
#26-17	CARBINE NEW USER COURSE MAY 11-14	156	29-May-2026	203.52	203.52	0.00	0.00	0.00
		T	25-Jun-2026					
26-11	GRANT FILE COPY YR 3 - FINAL	119	10-Apr-2026	42,490.12	42,490.12	0.00	0.00	0.00
		T	10-Apr-2026					
26-13	2026 MENTAL HEALTH /USE OF FORCE/SPECIAL CONSTABLE/TARGET PURCHASE	125	05-May-2026	3,296.83	3,296.83	0.00	0.00	0.00
		T	05-May-2026					
26-14	2026 PRISONER ESCORTS	125	06-May-2026	3,600.00	3,600.00	0.00	0.00	0.00
		T	06-May-2026					
BRO02	BRODI SPECIALTY PRODUCTS LTD.							
INV57615	SPRAYU WAX FOR ZAMBONI	119	02-Apr-2026	508.32	508.32	0.00	0.00	0.00
		T	02-Apr-2026					
BRO07	BROWN KRISTA							
2026 SWANS	RENTAL PAIR OF MUTE SWANS	156	19-Jun-2026	1,800.00	1,800.00	0.00	0.00	0.00
		T	19-Jun-2026					
BRUCALEX	BRUCCIANI ALEX							
BP 2023-022 REF	BP 2023-022 59 CHURCH ST REFUND	149	09-Jun-2026	750.00	750.00	0.00	0.00	0.00
		T	09-Jun-2026					
BSIONLINE	BSI ONLINE ULC							
660064	ONLINE ENFORCEMENT FAILED NOTICE FEE	125	01-May-2026	113.00	113.00	0.00	0.00	0.00
		T	31-May-2026					
BT01	BRANDT TRACTOR							
160 160002529	parts for backhoe	98	30-Mar-2026	401.12	401.12	0.00	0.00	0.00
		T	30-Mar-2026					
BUR09	BURNS SCOTT							
JUNE4TH CONC	GAN FARMERS MARKET JUNE 4	142	01-Jun-2026	250.00	250.00	0.00	0.00	0.00
		T	05-Jun-2026					
BYR01	BYRNE RONALD G.							
EXPJUNE92026	REIMB MTO PHYSICAL	149	09-Jun-2026	100.00	100.00	0.00	0.00	0.00
		T	09-Jun-2026					
CAD01	CADUCEON ENVIRONMENTAL LABS							
I26-003084	SEWAGE SAMPLE TESTING	119	07-Apr-2026	2,094.49	2,094.49	0.00	0.00	0.00
		T	07-Apr-2026					
I26-003334	WATER TREATMENT PLANT TESTING	119	07-Jan-2026	1,157.66	1,157.66	0.00	0.00	0.00
		T	07-Jan-2026					
I26-003841	INTERNAL PLUMBING LEAD	119	07-Jan-2026	45.44	45.44	0.00	0.00	0.00
		T	07-Jan-2026					
I26-004549	SEWAGE SAMPLE TESTING	119	07-Apr-2026	299.47	299.47	0.00	0.00	0.00
		T	07-Apr-2026					
I26-005286	WATER SAMPLES	125	01-May-2026	1,136.42	1,136.42	0.00	0.00	0.00
		T	31-May-2026					
I26-005287	SAMPLES	125	01-May-2026	1,421.87	1,421.87	0.00	0.00	0.00
		T	31-May-2026					
I26-005288	SAMPLES	125	01-May-2026	299.47	299.47	0.00	0.00	0.00
		T	31-May-2026					

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I26-005289	COLIFORMS ECOLI DRINKING WATER	125 T	01-May-2026 31-May-2026	617.39	617.39	0.00	0.00	0.00
CALLASH	CALLERY ASHLEY							
EXPJUNE162026	REGISTERED MAIL	156 T	16-Jun-2026 16-Jun-2026	32.98	32.98	0.00	0.00	0.00
CALLIDUS	CALLIDUS ENGINEERING							
20260806	DESIGN DEHUMIDIFIER REPLACEMENT	121 T	13-Apr-2026 13-Apr-2026	1,440.75	1,440.75	0.00	0.00	0.00
20260930	DESIGN	125 T	07-May-2026 06-Jun-2026	6,243.24	6,243.24	0.00	0.00	0.00
CAN06	CANTY AIDAN							
11	MEDIA HELP WITH MRS ROMP	152 T	16-May-2026 16-May-2026	400.00	400.00	0.00	0.00	0.00
CAN16	CANADIAN NIAGARA POWER INC							
APRIL PAP PMTS	APRIL PAP PMTS	114 E	30-Apr-2026 30-Apr-2026	22,880.94	22,880.94	0.00	0.00	0.00
JUNE2026PAP	JUNE 2026 PAP PMTS	168 E	30-Jun-2026 30-Jun-2026	33,451.34	33,451.34	0.00	0.00	0.00
MAY2026PAP	MAY 2026 PAP PMTS	147 E	31-May-2026 31-May-2026	42,182.01	42,182.01	0.00	0.00	0.00
CAPPYROT	CAPITAL PYROTECHNICS							
1404-DEPOSIT	CANADA DAY FIREWORKS 25% DEPOSIT PAYMENT	119 T	01-Jan-2026 01-Jan-2026	3,672.50	3,672.50	0.00	0.00	0.00
CAT01	CATARAQUI REGION CONSERVATION AUTHORITY							
AA-001-26	2026 MUNICIPAL APPORTIONMENT	131 T	12-Jan-2026 12-Jan-2026	59,113.10	59,113.10	0.00	0.00	0.00
CAT02	CATHOLIC DISTRICT SCHOOL BOARD							
2ND QTR 2026	2ND QTR PAYMENT 2026	149 T	02-Jun-2026 17-Jun-2026	70,401.00	70,401.00	0.00	0.00	0.00
CATCHPOLE	CATCHPOLE LORNA JEAN							
PRT REFUND	OVERPAYMENT STA LICENSE STA2026-XX	125 C	20-May-2026 20-May-2026	20.00	20.00	0.00	0.00	0.00
CCC03	CLOSETT CANDYY CONSIGNMENT							
000006	PUBLIC SPEAKING - INTERNATIONAL WOMENS DAY EVENT	98 T	10-Mar-2026 10-Mar-2026	350.00	350.00	0.00	0.00	0.00
CELLCOM	8755477 CANADA INC.							
299607-B3	IPHONE 17 PRO MAX 256GB	149 T	29-May-2026 29-May-2026	1,037.06	1,037.06	0.00	0.00	0.00
526333-B1	GOOGLE PIXEL 10 PRO	80 T	11-Mar-2026 11-Mar-2026	707.95	707.95	0.00	0.00	0.00
526878-B1	SCREEN PROTECTORS FOR ROADS	80 T	13-Mar-2026 13-Mar-2026	11.87	11.87	0.00	0.00	0.00
537027-B1	SCREEN PROTECTORS FOR LUCAS	102 T	21-Apr-2026 21-Apr-2026	61.49	61.49	0.00	0.00	0.00
537249-B1	IPHONE 17	102 T	22-Apr-2026 22-Apr-2026	602.81	602.81	0.00	0.00	0.00

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537251-B1	SAMSUNG GALEXY S 26	102	22-Apr-2026	753.15	753.15	0.00	0.00	0.00
		T	22-Apr-2026					
543748-B1	SAMSUNG GALAXY A16	125	15-May-2026	146.84	146.84	0.00	0.00	0.00
		T	15-May-2026					
546694-B1	IPHONE 17 PRO MAX	142	26-May-2026	976.99	976.99	0.00	0.00	0.00
		T	26-May-2026					
549190-B1	IPHONE 17 256GB BLACK	149	04-Jun-2026	480.65	480.65	0.00	0.00	0.00
		T	04-Jun-2026					
549635-B1	CUSTOMER EQUIPMENT	149	05-Jun-2026	11.30	11.30	0.00	0.00	0.00
		T	05-Jun-2026					
549660-B1	SAMSUNG GALAXY S26 ULTRA 256GB	149	05-Jun-2026	931.12	931.12	0.00	0.00	0.00
		T	05-Jun-2026					
551982-B1	IPHONE 17 512GB BLACK	156	15-Jun-2026	602.81	602.81	0.00	0.00	0.00
		T	15-Jun-2026					
B37698-B1	IPHONE 17 PRO	102	23-Apr-2026	794.16	794.16	0.00	0.00	0.00
		T	23-Apr-2026					
CEN04	CENTRALSQUARE CANADA SOFTWARE INC.							
435194	E-BILLING PROPERTY TAX ONTARIO SAAS	74	01-Jan-2026	1,681.56	1,681.56	0.00	0.00	0.00
		T	01-Jan-2026					
	ANNUAL SUBSCRIPTION 2026 & 2025 (2025 DISCOUNTED \$987)							
463333	EBILLING PROPERTY TAX ANNUAL FEE	125	01-May-2026	2,721.93	2,721.93	0.00	0.00	0.00
		T	01-Jun-2026					
CFEBOV	BOBCAT OF OTTAWA VALLY -DIV OF CASSELLMAN							
B4CE38246	NEW 2025 SKID STEER PURCHASE - ROADS	74	26-Feb-2026	265,298.51	265,298.51	0.00	0.00	0.00
		T	26-Feb-2026					
CHI05	CHIASSEON FORD							
188406	OIL CHANGE & MAINTENANCE	119	22-Apr-2026	271.10	271.10	0.00	0.00	0.00
		T	22-Apr-2026					
188546	2025 FORD INTERCEPTOR OIL CHANGE	121	05-Apr-2026	111.97	111.97	0.00	0.00	0.00
		T	05-Apr-2026					
37746	ARM ASY - WIPERS	98	19-Feb-2026	72.24	72.24	0.00	0.00	0.00
		T	19-Feb-2026					
CIM01	CIMCO REFRIGERATION							
91016982	CIMCO ANNUAL MAINTENANCE CONTACT ARENA REFRIDGERATION	94	25-Mar-2026	4,116.03	4,116.03	0.00	0.00	0.00
		T	25-Mar-2026					
CIN01	CINTAS CANADA LIMITED							
4262707351	ROTATING RUG RENTAL - TOWNHALL	119	16-Mar-2026	50.85	50.85	0.00	0.00	0.00
		T	16-Mar-2026					
4262707765	ROTATING RUG RENTAL - ARENA	119	16-Mar-2026	74.35	74.35	0.00	0.00	0.00
		T	16-Mar-2026					
4263457099	ROTATING RUG RENTAL - TOWNHALL	119	23-Mar-2026	50.85	50.85	0.00	0.00	0.00
		T	23-Mar-2026					
4263457305	ROTATING RUG RENTAL - ARENA	119	23-Mar-2026	74.35	74.35	0.00	0.00	0.00
		T	23-Mar-2026					
4264177637	ROTATING RUG RENTAL - TOWNHALL	119	30-Mar-2026	50.85	50.85	0.00	0.00	0.00
		T	30-Mar-2026					
4264177893	ROTATING RUG RENTAL - ARENA	119	30-Mar-2026	74.35	74.35	0.00	0.00	0.00
		T	30-Mar-2026					

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4264917952	rotating rug rental townhall	80 T	06-Apr-2026 06-Apr-2026	50.85	50.85	0.00	0.00	0.00
4264918098	ROTATING RUG RENTALS - ARENA	98 T	06-Apr-2026 06-Apr-2026	74.35	74.35	0.00	0.00	0.00
4265775480	ROTATING RUG RENTAL - - TOWNHALL	119 T	13-Apr-2026 13-Apr-2026	50.85	50.85	0.00	0.00	0.00
4265775713	WKLY RUG ROTATION	125 T	13-Apr-2026 13-May-2026	74.35	74.35	0.00	0.00	0.00
CITYCRUISE	CITY CRUISES GANANOQUE							
7143518-718216	TICKETS MAY 1-15 2026	131 T	15-May-2026 15-May-2026	545.85	545.85	0.00	0.00	0.00
7200336-727495	TICKETS MAY 16 TO MAY 31	152 T	01-Jun-2026 01-Jun-2026	1,043.68	1,043.68	0.00	0.00	0.00
CLA04	CLARKE & WRIGHT PROFESSIONAL CORPORATION							
37031	DP-2025-13 MATTHEWS 145 RIVER ST	102 T	20-Apr-2026 20-Apr-2026	424.00	424.00	0.00	0.00	0.00
37032	215 STONE ST S DP 2025-19 HOLBIK	102 T	20-Apr-2026 20-Apr-2026	424.00	424.00	0.00	0.00	0.00
37033	DP-2025-12 BROWN EASTON 760 STONE ST N	102 T	20-Apr-2026 20-Apr-2026	424.00	424.00	0.00	0.00	0.00
37034	DP-2025-10 VERNELLI/ CHARTRAND 116 -118 KSE	102 T	20-Apr-2026 20-Apr-2026	424.00	424.00	0.00	0.00	0.00
37035	DP-2025-17/DP-2026-0 1 OTIS PROPERTIES 580 KSE	102 T	20-Apr-2026 20-Apr-2026	424.00	424.00	0.00	0.00	0.00
CLEARAUTO	CLEARLY AUTOGLASS							
002957	WINDSHIELD REPLACEMENT	119 T	10-Apr-2026 10-Apr-2026	666.68	666.68	0.00	0.00	0.00
CLOUDPERM	CLOUDPERMIT INC							
#INV902153	BUILDING PERMIT SOFTWARE SOLUTION	142 T	01-Jun-2026 17-Jun-2026	5,650.00	5,650.00	0.00	0.00	0.00
COG01	COGECO CONNEXION INC.							
APRIL PAP PMT	APRIL PAP PMTS	114 E	30-Apr-2026 30-Apr-2026	225.88	225.88	0.00	0.00	0.00
JUNE2026PAP	JUNE 2026 PAP PMTS	168 E	30-Jun-2026 30-Jun-2026	2,698.02	2,698.02	0.00	0.00	0.00
MAY 2026 PAP	MAY PAP PMT	147 E	31-May-2026 31-May-2026	2,698.02	2,698.02	0.00	0.00	0.00
COM01	COMMERCIAL DOOR SYSTEMS LTD							
502084952	SALLY PORT CHAIN	156 T	01-Apr-2026 01-Apr-2026	397.09	397.09	0.00	0.00	0.00
COMPETERS	URBINT CANADA INC (PREVIOUSLY COMPETERS							
11599	MARCH 2026 SOFTWARE SERVICES	74 T	23-Mar-2026 23-Mar-2026	339.00	339.00	0.00	0.00	0.00
CON01	CONSEIL DE LES ECOLES PUBLIQUE							
2ND QTR 2026	2ND QTR 2026	149 T	02-Jun-2026 17-Jun-2026	3,818.00	3,818.00	0.00	0.00	0.00

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CONLIN	CONLIN TY							
EXP2025-061 REF	MILEAGE	149	29-May-2026	60.90	60.90	0.00	0.00	0.00
		T	29-May-2026					
COWJAY	COWAN JAY							
BP2025-061 REF	BP2025-061 235	149	11-Jun-2026	750.00	750.00	0.00	0.00	0.00
	SOUTH UNIT 501	T	11-Jun-2026					
CSC01	C S C D C E							
2ND QTR 2026	2ND QTR 2026	149	02-Jun-2026	7,467.00	7,467.00	0.00	0.00	0.00
		C	02-Jun-2026					
CUN01	CUNNINGHAM SWAN CARTY LITTLE & BONHAM LLP							
16418.0131	INTEGRITY	102	01-Jan-2026	146.90	146.90	0.00	0.00	0.00
	COMMISSIONER -	T	01-Jan-2026					
	LEGAL SERVICES							
211886	GENERAL LEGAL	119	02-Feb-2026	2,098.50	2,098.50	0.00	0.00	0.00
	ADVISE	T	02-Feb-2026					
213514	HR MATTER	156	27-Feb-2026	1,356.00	1,356.00	0.00	0.00	0.00
		T	27-Feb-2026					
213942	INTEGRITY	80	26-Mar-2026	339.00	339.00	0.00	0.00	0.00
	COMMISSIONER ADVISE	T	26-Mar-2026					
	& ANNUAL REPORT							
213988	INTEGRITY	80	26-Mar-2026	197.75	197.75	0.00	0.00	0.00
	COMMISSIONER	T	26-Mar-2026					
	COMPLAINT							
213989	INTEGRITY	80	26-Mar-2026	197.75	197.75	0.00	0.00	0.00
	COMMISSIONER	T	26-Mar-2026					
	COMPLAINT							
214505	COMMERCIAL LEASE	80	31-Mar-2026	276.85	276.85	0.00	0.00	0.00
	MATTER	T	31-Mar-2026					
214544	SD2022-01 -	80	31-Mar-2026	739.86	739.86	0.00	0.00	0.00
	CASTLEGROVE	T	31-Mar-2026					
215067	ADVICE TO COUNCIL	142	01-May-2026	146.90	146.90	0.00	0.00	0.00
	MEMBER	T	25-May-2026					
215470	WATERLOTS	119	30-Apr-2026	1,696.13	1,696.13	0.00	0.00	0.00
		T	30-Apr-2026					
215531	HR MATTER	119	30-Apr-2026	10,735.00	10,735.00	0.00	0.00	0.00
		T	30-Apr-2026					
215541	HR MATTER	119	30-Apr-2026	1,695.00	1,695.00	0.00	0.00	0.00
		T	30-Apr-2026					
215838	LEGAL REVIEW	142	19-May-2026	1,423.80	1,423.80	0.00	0.00	0.00
		T	17-Jun-2026					
215968	INTEGRITY	142	25-May-2026	2,994.50	2,994.50	0.00	0.00	0.00
	COMMISSIONER	T	17-Jun-2026					
	COMPLAINT							
215969	JUDICIAL REVIEW	142	25-May-2026	734.50	734.50	0.00	0.00	0.00
		T	17-Jun-2026					
216041	EAST END PUMP	149	26-May-2026	2,203.50	2,203.50	0.00	0.00	0.00
	STATION	T	17-Jun-2026					
216404	HR MATTER	149	29-May-2026	2,034.00	2,034.00	0.00	0.00	0.00
		T	17-Jun-2026					
216405	HR MATTER	149	29-May-2026	1,977.50	1,977.50	0.00	0.00	0.00
		T	17-Jun-2026					

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CUP01	CANADIAN UNION OF PUBLIC EMPLOYEES								
APRIL 2026	APRIL CUPE UNION DUES	125	T	04-May-2026 22-May-2026	1,405.03	1,405.03	0.00	0.00	0.00
EXP-01/04/2026	MARCH CUPE UNION DUES	94	T	01-Apr-2026 01-Apr-2026	1,485.84	1,485.84	0.00	0.00	0.00
MAY 2026 DUES	MAY 2026 CUPE UNION DUES	142	T	03-Jun-2026 17-Jun-2026	1,497.11	1,497.11	0.00	0.00	0.00
CUP02	DAVID J. CUPIDO CONSTRUCTION LTD.								
9913	GANANOQUE CUSTOM DAYCARE RENOVATION REC-2025-041	119	T	01-Jan-2026 01-Jan-2026	50,215.78	50,215.78	0.00	0.00	0.00
DALLAIRE	DALLAIRE TANYA R								
EXPMAY112026	SENECA COLLEGE-MRA UNIT 3 / PARKING / CPA ANN MBSH DUES	121	T	11-May-2026 11-May-2026	1,444.66	1,444.66	0.00	0.00	0.00
DAR03	DARLINGTON DANA								
EXP-16/04/2026	REIMBUSMENT OF BOO' PURCHASE	98	T	16-Apr-2026 16-Apr-2026	216.96	216.96	0.00	0.00	0.00
MAY 8 2026	MHCR TRAINING-PER DIEM FEB 2 - 6	121	T	08-May-2026 08-May-2026	100.00	100.00	0.00	0.00	0.00
MAY82026PERDI	USE OF FORCE - APRIL 13-17 20-25	121	T	08-May-2026 08-May-2026	220.00	220.00	0.00	0.00	0.00
DAT06	DATAFIX								
11503	ELECTION MANAGEMEN SYSTEM	98	T	16-Apr-2026 16-Apr-2026	1,864.50	1,864.50	0.00	0.00	0.00
DAV06	DAVTECH								
SI-179550	ADVANCED TRAFFIC OPP KIT	121	T	15-Apr-2026 15-Apr-2026	3,052.97	3,052.97	0.00	0.00	0.00
DCCOMMUN	DC COMMUNICATIONS 2015 IN								
5836	NEW BOBCAT INSTALL	80	T	12-Mar-2026 12-Mar-2026	1,753.30	1,753.30	0.00	0.00	0.00
5838	LOADER - RADIO TEST	80	T	12-Mar-2026 12-Mar-2026	44.07	44.07	0.00	0.00	0.00
5839	F133-24 RADIO TEST	80	T	12-Mar-2026 12-Mar-2026	44.07	44.07	0.00	0.00	0.00
5847	7500 PLOW - RADIO CHECK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00
5848	F119-25 RADIO CHECK	80	T	13-Mar-2026 13-Mar-2026	44.07	44.07	0.00	0.00	0.00
5849	DUMP TRUCK - RADIO CHECK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00
5850	SILVERADO 1 TON - RADIO CHECK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00
5851	1995 DUMP TRUCK - RADIO CHECK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00
5852	BUCKET TRUCK RADIO CHECK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00
5853	2024 PLOW TRUCK	94	T	18-Mar-2026 18-Mar-2026	44.07	44.07	0.00	0.00	0.00

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5858	2012 SWEEPER - BATTERY TROUBLESHOOTING	98 T	22-Mar-2026 22-Mar-2026	44.07	44.07	0.00	0.00	0.00
5859	BASE RADIO	80 T	16-Mar-2026 16-Mar-2026	88.14	88.14	0.00	0.00	0.00
5860	F131-14 RADIO REPLACEMENT	80 T	16-Mar-2026 16-Mar-2026	88.14	88.14	0.00	0.00	0.00
5861	F117-23 RADIO CHECK	80 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5862	F102-16 RADIO CHECK	80 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5863	F110-25 RADIO CHECK	80 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5864	CHECK RADIO	149 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5865	F119-09 - CHECK RADIO	80 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5866	CHECK RADIO	149 T	16-Mar-2026 16-Mar-2026	22.04	22.04	0.00	0.00	0.00
5867	REPLACE ANTENNA	149 T	16-Mar-2026 16-Mar-2026	118.99	118.99	0.00	0.00	0.00
5868	TUNE ANTENNA CHECK RADIO	149 T	16-Mar-2026 16-Mar-2026	44.07	44.07	0.00	0.00	0.00
5886	PW BASE RADIO	125 T	22-Apr-2026 22-May-2026	2,458.13	2,458.13	0.00	0.00	0.00
5896	RADAR INSTALL	125 T	05-May-2026 04-Jun-2026	724.15	724.15	0.00	0.00	0.00
5899	MOTOROLA BASE MICROPHONE DIGITAL	131 T	07-May-2026 05-Jun-2026	269.40	269.40	0.00	0.00	0.00
DCML	DCML ENTERPRISES LTD							
1145	EAST END PUMPING STATION	94 T	13-Mar-2026 13-Mar-2026	6,835.61	6,835.61	0.00	0.00	0.00
1146	EAST END PUMPING STATION - CONSULTING	94 T	27-Mar-2026 27-Mar-2026	6,832.65	6,832.65	0.00	0.00	0.00
1147	water/wastewater consulting (eastend pump station)	98 T	10-Apr-2026 10-Apr-2026	6,295.58	6,295.58	0.00	0.00	0.00
1148	CONSULTING SERVICES APR 13APR 24	125 T	24-Apr-2026 25-May-2026	6,837.25	6,837.25	0.00	0.00	0.00
1149	CONSULTING APRIL 27 - MAY 8	125 T	08-May-2026 25-May-2026	6,664.58	6,664.58	0.00	0.00	0.00
1150	CONSULTING MAY 11 - 22 2026	131 T	22-May-2026 22-May-2026	5,406.11	5,406.11	0.00	0.00	0.00
1151	CONSULTING MAY 25-JUNE 5TH	149 T	05-Jun-2026 05-Jun-2026	6,927.60	6,927.60	0.00	0.00	0.00
DEBBMS	DEBBI BURNS MORRISON STUDIO							
000053	PUZZLE KEY CHAINS	149 T	26-May-2026 26-May-2026	480.00	480.00	0.00	0.00	0.00
49	PUZZLES	125 T	20-Apr-2026 20-May-2026	119.96	119.96	0.00	0.00	0.00



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50	PUZZLES	125	07-May-2026	251.99	251.99	0.00	0.00	0.00
		T	07-May-2026					
DEL04	DELAGE LANDEN FINANCIAL SERVICES CANADA INC.							
001-0331240-000	IPHONE BUYOUT CONTRACT	156	22-Jun-2026	14,030.53	14,030.53	0.00	0.00	0.00
	001-0331240-000	T	22-Jun-2026					
10640416	30 IPHONES - APPLE CARE	102	13-Feb-2026	379.80	379.80	0.00	0.00	0.00
		T	13-Feb-2026					
10684533	30 IPHONES APPLECARE	102	16-Mar-2026	379.80	379.80	0.00	0.00	0.00
		T	16-Mar-2026					
10742240	30 IPHONES - APPLECARE	102	15-Apr-2026	379.80	379.80	0.00	0.00	0.00
		T	15-Apr-2026					
10791701	IPHONE LEASE	156	16-May-2026	400.62	400.62	0.00	0.00	0.00
		T	16-May-2026					
DENNMAT	DENNISON MATTHEW C.J.							
EXPMAY192026	NG911 TRAINING JUNE 1-3 2026	142	01-Jun-2026	205.00	205.00	0.00	0.00	0.00
		T	01-Jun-2026					
DIG02	QUADIENT LEASING							
6348838	LEASE PMT	131	01-May-2026	203.08	203.08	0.00	0.00	0.00
		T	01-May-2026					
DMITCHELL	DOUG MITCHELL C/O MITCHELL & SON CONTRA							
2026005	TOWNHALL PAINT & WALL REPAIR	80	30-Mar-2026	4,192.30	4,192.30	0.00	0.00	0.00
		T	30-Mar-2026					
2026006	MARINA LUNCH ROOM / STORE SPACE	121	19-Apr-2026	4,367.45	4,367.45	0.00	0.00	0.00
		T	19-Apr-2026					
DON05	DONALDSON DEBRA MARIE							
JUNE182026	FARMERS MARKET JUNI 18 2026	152	15-Jun-2026	250.00	250.00	0.00	0.00	0.00
		T	15-Jun-2026					
DON08	DONALDSON DEBRA							
MRS ROPER RO	MRS ROPER ROMP DANCE FEE	121	01-May-2026	125.00	125.00	0.00	0.00	0.00
		T	01-May-2026					
DRA05	DRAPER DOORS							
36528	SALT SHED INSTAL STEEL INSULATED OVERHEAD DOOR	125	04-May-2026	9,718.00	9,718.00	0.00	0.00	0.00
		T	03-Jun-2026					
36763	SERVICE CALL BROKEN SPRING	125	20-Apr-2026	2,340.80	2,340.80	0.00	0.00	0.00
		T	20-May-2026					
36975	BAY DOOR REPAIR	149	26-May-2026	3,350.45	3,350.45	0.00	0.00	0.00
		T	17-Jun-2026					
DRAFIC	FICHMAN ANNA							
APRIL2026	LOCUM HOUSING PAYMENT	119	05-May-2026	1,250.00	1,250.00	0.00	0.00	0.00
		T	05-May-2026					
FEB2026	LOCUM HOUSING PAYMENT	94	01-Apr-2026	800.00	800.00	0.00	0.00	0.00
		T	01-Apr-2026					
MAR2026	LOCUM PAYMENTS HOUSING	94	01-Apr-2026	1,250.00	1,250.00	0.00	0.00	0.00
		T	01-Apr-2026					
DRI01	MIKE DRISCOLL							
EXP-24/03/2026	keep canada fishing gala reimbursement	74	24-Mar-2026	297.62	297.62	0.00	0.00	0.00
		T	24-Mar-2026					

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DRI02	DRISCOLL ROB							
074550	JULY 1 2026 MAGIC SHOW	152	11-Jun-2026 T 11-Jun-2026	988.75	988.75	0.00	0.00	0.00
DRJRALEIGH	DR JAMES RALEIGH							
MAR 1 2026-QRT	2026 1ST QUARTERLY PAYMENT	80	01-Mar-2026 T 01-Mar-2026	5,000.00	5,000.00	0.00	0.00	0.00
QTRLY PHYS RE	QTRLY PHYSICIAN RECRUITMENT PMT	142	01-Jun-2026 T 01-Jun-2026	5,000.00	5,000.00	0.00	0.00	0.00
ELIZHILL	HILL ELIZABETH							
COMM GRANT 3	COMMUNITY GRANT POPUP INTERACTIVE EDIBLE ART EXPERIENCE	149	31-May-2026 T 31-May-2026	5,000.00	5,000.00	0.00	0.00	0.00
EN360	ENVIRONMENTAL 360 SOLUTIONS LTD							
1050003-000019	march 31 waste collection	98	31-Mar-2026 T 31-Mar-2026	29,600.63	29,600.63	0.00	0.00	0.00
1050003-000019	MAY 2026 WASTE	156	31-May-2026 T 31-May-2026	32,718.87	32,718.87	0.00	0.00	0.00
105003-000019	APRIL 2026 WASTE	125	30-Apr-2026 T 30-May-2026	29,674.09	29,674.09	0.00	0.00	0.00
ENVCONT1	ENVIRONMENTAL CONTRACTING SERVICES INC.							
30012026-57	MOULD REMEDIATION AS PER JAN 9 QUOTE	102	30-Jan-2026 T 30-Jan-2026	6,607.46	6,607.46	0.00	0.00	0.00
EVA02	EVANS UTILITY AND MUNICIPAL							
1111174783	WATER METER READING DEVICE REPAIR	149	27-May-2026 T 17-Jun-2026	2,404.92	2,404.92	0.00	0.00	0.00
EXCELPRO	EXCELPRO AUTOMATION INC.							
039535	MARCH SERVICE CALLS	94	20-Mar-2026 T 20-Mar-2026	3,751.60	3,751.60	0.00	0.00	0.00
039962	WTPWIN911 EMAILS	149	30-Apr-2026 T 30-Apr-2026	1,808.00	1,808.00	0.00	0.00	0.00
FAM02	FSEAP (FAMILY SERVICES EMPLOYEE ASSISTANCE							
EAP-26 8645	APRIL MAY JUNE 20236	125	30-Apr-2026 T 30-Apr-2026	1,161.00	1,161.00	0.00	0.00	0.00
FARMMKT	FARMERS' MARKET ONTARIO							
2026-5141342	FARMERS & CRAFT MARKET INSURANCE & MEMBERSHIP	98	21-Apr-2026 T 21-Apr-2026	1,666.75	1,666.75	0.00	0.00	0.00
FAS02	FASTENAL CANADA LTD.							
ONBRC192286	SUPPLIES FOR ROADS	102	30-Mar-2026 T 30-Mar-2026	77.70	77.70	0.00	0.00	0.00
ONBRC193373	SUPPLIES	149	01-Jun-2026 T 17-Jun-2026	88.75	88.75	0.00	0.00	0.00
FIR04	FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL							
IN171172	HAZERDOUS MATERIAL FOR FIRST RESPONDERS	119	07-Apr-2026 T 07-Apr-2026	994.06	994.06	0.00	0.00	0.00
IN171868	SUPPLIES	156	25-Jun-2026 T 25-Jun-2026	537.41	537.41	0.00	0.00	0.00

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FIRECHEK	FIRECHEK PROTECTION							
16077	SUPPLIES	149	01-Apr-2026	1,375.88	1,375.88	0.00	0.00	0.00
		T	01-Apr-2026					
FLA04	FLAGS UNLIMITED							
20052026	24 TOWN OF GAN FLAGS	125	20-May-2026	375.59	375.59	0.00	0.00	0.00
		T	17-Jun-2026					
FOR05	FORMAN CHARLES							
33084	2026 FLOWER BEDS	152	18-May-2026	6,292.42	6,292.42	0.00	0.00	0.00
		T	18-May-2026					
FOR09	FORT GLASS INCORPORATED							
2602177	REPAIR / REPLACE SWEEPS ALL EXTERIOR DOORS ARENA	121	27-Feb-2026	787.70	787.70	0.00	0.00	0.00
		T	27-Feb-2026					
FRO05	FRONTENAC MUNICIPAL LAW ENFORCEMENT INC.							
LANDFILL-2026-I	MAR 4 & MAR 28 YARD WASTE ATTENDANT	94	31-Mar-2026	319.56	319.56	0.00	0.00	0.00
		T	31-Mar-2026					
FRO08	FRONTLINE OUTFITTERS							
IN2512333	SHIRTS	156	22-May-2026	184.65	184.65	0.00	0.00	0.00
		T	22-May-2026					
IN2514028	UNIFORM SHIRT	131	26-May-2026	184.12	184.12	0.00	0.00	0.00
		T	17-Jun-2026					
FRONTCOMM	FRONTLINE COMMUNICATIONS							
01022026-GANFI	RADIO MAINT SERVICES	142	01-Feb-2026	841.85	841.85	0.00	0.00	0.00
		T	01-Feb-2026					
01022026-GANPI	RADIO MAINT SERVICES	131	01-Feb-2026	1,013.48	1,013.48	0.00	0.00	0.00
		T	01-Feb-2026					
01032026-GANFI	RADIO MAINT SERVICES	142	01-Mar-2026	841.85	841.85	0.00	0.00	0.00
		T	01-Mar-2026					
01032026-GANPI	RADIO MAINT SERVICES	131	01-Mar-2026	1,013.48	1,013.48	0.00	0.00	0.00
		T	01-Mar-2026					
01042026-GANFI	RADIO MAINT SERVICES	125	01-Apr-2026	841.85	841.85	0.00	0.00	0.00
		T	01-May-2026					
01042026-GANPI	RADIO MAINT SERVICES	121	01-Apr-2026	1,013.48	1,013.48	0.00	0.00	0.00
		T	01-Apr-2026					
01052026-GANFI	RADIO MAIN SERVICE	125	01-May-2026	841.85	841.85	0.00	0.00	0.00
		T	30-May-2026					
01052026-GANPI	RADIO MAINT SERVICES	125	01-May-2026	1,013.48	1,013.48	0.00	0.00	0.00
		T	30-May-2026					
FSET	FSET INC.							
8151	DaaS SERVICES AND ENDPOINT MANAGEMENT SERVICES	98	04-Jan-2026	6,943.85	6,943.85	0.00	0.00	0.00
		T	04-Jan-2026					
8304	DESKTOP SERVICE	125	01-May-2026	6,819.55	6,819.55	0.00	0.00	0.00
		T	24-May-2026					
8449	DESKTOP SERVICE	142	01-Jun-2026	6,565.30	6,565.30	0.00	0.00	0.00
		T	01-Jun-2026					
FULLHOUSE	FULL HOUSE ROOFING LTD							
3471	ICE DAMMING REMOVAL 100 PARK ST	80	23-Feb-2026	1,013.61	1,013.61	0.00	0.00	0.00
		T	23-Feb-2026					

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	LIBRARY							
3745	125 WATER REPAIR	156	04-Jun-2026	254.25	254.25	0.00	0.00	0.00
	HOLE IN SOFFIT	T	04-Jun-2026					
FULLSV	FULL SERVICE PROPERTY MAINTENANCE							
2026-081	SNOW REMOVAL GBM	80	27-Feb-2026	113.00	113.00	0.00	0.00	0.00
	150	T	27-Feb-2026					
2026-083	SNOW CLEARING -	80	28-Feb-2026	2,260.00	2,260.00	0.00	0.00	0.00
	STONE ST, KING ST	T	28-Feb-2026					
	& PARK ST							
2026-105	SNOW REMOVAL	119	31-Mar-2026	2,260.00	2,260.00	0.00	0.00	0.00
	SERVICES - 400	T	31-Mar-2026					
	STONE ST, 10 KING ST AND 100 PARK							
FUNNELL	FUNNELL ELECTRICAL CONTRACTING INC.							
1430	SCULPTURE PARK	125	12-May-2026	169.50	169.50	0.00	0.00	0.00
	WATER FOUNTAIN	T	27-May-2026					
GAL07	TOTAL POWER LTD D.B.A GAL POWER SYSTEMS							
138534	KING ST PUMPING	94	17-Mar-2026	2,409.16	2,409.16	0.00	0.00	0.00
	STATION 815 KING	T	17-Mar-2026					
	ST E							
GAN08	GANANOQUE CHEVROLET BUICK GMC CADILLAC							
#393018	NOV 10 2025 INV	156	01-Jan-2026	800.60	800.60	0.00	0.00	0.00
	2025 SILV	T	01-Jan-2026					
#401486	ANNUAL SAFETY	142	04-May-2026	431.76	431.76	0.00	0.00	0.00
	INSPECTION DUMP	T	04-Jun-2026					
	TRAILER							
#401731	ANNUAL LANDSCAPE	152	07-May-2026	431.76	431.76	0.00	0.00	0.00
	TRAILER SAFETY	T	07-Jun-2026					
	INSPECTION							
#402654	LUBE OIL FILTER	156	27-May-2026	142.91	142.91	0.00	0.00	0.00
		T	24-Jun-2026					
#402801	2023 CHEV	142	29-May-2026	107.86	107.86	0.00	0.00	0.00
	TRAILBLAZER OIL	T	17-Jun-2026					
	CHG							
399031	LUBE & OIL FILTER	94	16-Mar-2026	95.74	95.74	0.00	0.00	0.00
		T	16-Mar-2026					
399662	INTERSEPTOR UTILITY	119	01-Apr-2026	1,485.32	1,485.32	0.00	0.00	0.00
	VEHICLE - TIRE	T	01-Apr-2026					
	CHANGE AND STORAGE							
400000	TAHOE LS MAINTENACE	119	07-Apr-2026	2,762.51	2,762.51	0.00	0.00	0.00
		T	07-Apr-2026					
400001	INTERSEPTOR UTILITY	119	07-Apr-2026	255.67	255.67	0.00	0.00	0.00
	VEHICLE	T	07-Apr-2026					
	MAINTENANCE							
400076	EXPLORER XLT TIRE	119	08-Apr-2026	255.67	255.67	0.00	0.00	0.00
	CHANGE AND STORAGE	T	08-Apr-2026					
400528	TAHOE VEHICLE	119	16-Apr-2026	1,206.89	1,206.89	0.00	0.00	0.00
	MAINTENANCE	T	16-Apr-2026					
402041	2020 CHEV TAHOE MT	131	13-May-2026	2,009.05	2,009.05	0.00	0.00	0.00
	& BAL 4 TIRES	T	11-Jun-2026					
402654	2023 GMC SIERRA	149	27-May-2026	142.91	142.91	0.00	0.00	0.00
		T	27-May-2026					



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496035	DEFLECTOR PACKAGE	131 T	14-May-2026 12-Jun-2026	100.91	100.91	0.00	0.00	0.00
GAN28	GANANOQUE POLICE ASSOCIATION							
1243538	FIRE DEPT REIMBURSEMENT FOR PORTION OF TRAINING EQUIPMENT	74 C	05-Mar-2026 05-Mar-2026	500.00	500.00	0.00	0.00	0.00
EXP-01/04/2026	1ST QUARTER DUES 2026	94 T	01-Apr-2026 01-Apr-2026	5,482.50	5,482.50	0.00	0.00	0.00
GAN30	GANANOQUE WHEELS OF CARE							
EXP-13/04/2026	2026 Community Grant - 2026 Ride Program Supplementation	86 T	13-Apr-2026 13-Apr-2026	5,000.00	5,000.00	0.00	0.00	0.00
GAN44	GAN SIGN WORKS							
1911	marina materials & supplies boat permits	80 T	18-Mar-2026 18-Mar-2026	350.30	350.30	0.00	0.00	0.00
1912	SIGNS FOR MARINA PARKING LOT	98 T	19-Mar-2026 19-Mar-2026	678.00	678.00	0.00	0.00	0.00
1916	BOAT LAUNCH SIGNAGE	98 T	25-Mar-2026 25-Mar-2026	576.30	576.30	0.00	0.00	0.00
1927	2026 MARINA PARKING PASSES	94 T	13-Apr-2026 13-Apr-2026	1,017.00	1,017.00	0.00	0.00	0.00
1931	DOCK NAME PLATES	98 T	15-Apr-2026 15-Apr-2026	597.43	597.43	0.00	0.00	0.00
1945	MARINA - NEW ADVERTISING SIGN AND DOCK SIGNS	119 T	30-Apr-2026 30-Apr-2026	745.24	745.24	0.00	0.00	0.00
1949	SIGNS FOR TREES AND TRAILS AND BOOT BRUSH SIGNS	119 T	01-May-2026 01-May-2026	1,372.95	1,372.95	0.00	0.00	0.00
678.0	MARINA MATERIALS & SUPPLIES - SIGNS FOR MARINA PARKING LOT	74 T	19-Mar-2026 19-Mar-2026	678.00	678.00	0.00	0.00	0.00
GAN47	GANANOQUE LIONS CLUB							
COMM GRANT 2	COMM GRANT PUMP-GAN-GEST 2026	131 T	22-May-2026 22-May-2026	500.00	500.00	0.00	0.00	0.00
GAN48	GANANOQUE FOOD BANK							
EXP-13/04/2026	2026 Community Grant- Emergency food accessibility kits for the homeless	86 C	13-Apr-2026 13-Apr-2026	700.00	700.00	0.00	0.00	0.00
GANARTS01	GANANOQUE ARTS NETWORK							
MRS ROPER RO	MRS ROPER ROMP CREATIE ACTIVITY	121 T	11-May-2026 11-May-2026	300.00	300.00	0.00	0.00	0.00
GANPRIDEAL	GANANOQUE PRIDE ALLIANCE							
MO-2026-10	PRIDE EVENT SUPPORT	94 T	02-Mar-2026 02-Mar-2026	3,169.19	3,169.19	0.00	0.00	0.00
GANROCKS	GAN ROCKS!							
APRIL.25.2026	GAN SPRING ROCKS COMMUNITY GRANT FUNDING	74 T	31-Mar-2026 31-Mar-2026	410.00	410.00	0.00	0.00	0.00

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GILMOREP	GILMORE REPRODUCTIONS A DIVISION OF R E GILMORE							
654916	ORIENT 800 ROLL UP DISPLAYS	125 T	24-Apr-2026 24-May-2026	1,030.23	1,030.23	0.00	0.00	0.00
GIR03	GIRLS INCORPORATED OF UPPER CANADA							
AUGUST.17-21.2	GIRLS INC SUMMER CAMP 2026 COMMUNITY GRANT FUNDING	74 T	31-Mar-2026 31-Mar-2026	5,000.00	5,000.00	0.00	0.00	0.00
GIRKATH	GIRARD KATHRYN							
JUNE112026	FARMERS MARKET MELLOW LILY	149 T	11-Jun-2026 12-Jun-2026	250.00	250.00	0.00	0.00	0.00
GLA01	G.L.A.D. PLUMBING AND HEATING							
09928	kitchen faucet replacement	80 T	09-Mar-2026 09-Mar-2026	311.85	311.85	0.00	0.00	0.00
09991	NEW PLUMBING IN 300S SERIES MARINA	119 T	30-Apr-2026 30-Apr-2026	12,475.20	12,475.20	0.00	0.00	0.00
9987	INSTALL ELKAY ENHANCED LZ BOTTLE FILLING STATION & COOLER	125 T	28-Apr-2026 24-May-2026	6,801.18	6,801.18	0.00	0.00	0.00
GMPAPPMT	GM FINANCIAL							
APRIL PAP PMT	APRIL PAP PMT	114 E	30-Apr-2026 30-Apr-2026	744.57	744.57	0.00	0.00	0.00
JUNEPAPPMT	JUNE 2026 PAP PMT	168 E	30-Jun-2026 30-Jun-2026	1,489.14	1,489.14	0.00	0.00	0.00
GODMEL	GODMER MELANIE							
BP 2026-001 REF	REFUND 109-130 WATER ST BP 2026-001	121 T	15-May-2026 15-May-2026	750.00	750.00	0.00	0.00	0.00
GOL01	GOLDSMITH SAW TOOL & KNIFE							
2002808	ZAMBONI BLADE SHARPENING	121 T	02-Mar-2026 02-Mar-2026	300.58	300.58	0.00	0.00	0.00
2003061	ZAMBONI BLADE SHARPENING	119 T	16-Mar-2026 16-Mar-2026	371.21	371.21	0.00	0.00	0.00
2003288	ZAMBONI BLADE SHARPENING	98 T	30-Mar-2026 30-Mar-2026	229.96	229.96	0.00	0.00	0.00
GOMMIKE	[REDACTED]							
EXP-05/05/2026	[REDACTED]							0.00
EXP-20/04/2026	Health Claims	80 T	02-Apr-2026 02-Apr-2026	450.00	450.00	0.00	0.00	0.00
GRA07	TRUDY GRAVEL							
EXP-14/04/2026	MILK FOR TH KITCHEN	94 T	14-Apr-2026 14-Apr-2026	5.79	5.79	0.00	0.00	0.00
GRA11	MARK GRAHAM							
64509 & 66067	DALHOUSIE COURSES TAKEN (75% REIMBURSEMENT AS PER CHIEF SWAN)	98 T	17-Apr-2026 17-Apr-2026	1,365.00	1,365.00	0.00	0.00	0.00
EXP-20/04/2026	RETICLE - BROCKVILLE USE OF FORCE TRAINING	119 T	20-Apr-2026 20-Apr-2026	40.00	40.00	0.00	0.00	0.00

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GRE09	PREMIER EQUIPMENT ULC							
2238975	PARTS FOR TRACKLESS	94 T	16-Mar-2026 16-Mar-2026	168.09	168.09	0.00	0.00	0.00
2283992	SPARK PLUGS AND AIR FILTERS	142 T	30-Apr-2026 30-Apr-2026	1,811.17	1,811.17	0.00	0.00	0.00
2286832	2021 JOHN DEERE	142 T	02-May-2026 02-Jun-2026	568.24	568.24	0.00	0.00	0.00
2297469	ROTO TILLER REPLACEMENT	152 T	11-May-2026 11-May-2026	621.49	621.49	0.00	0.00	0.00
2304273	REPAIR STIHL ROTOTILLER	152 T	15-May-2026 18-Jun-2026	214.55	214.55	0.00	0.00	0.00
GRE13	GREER GALLOWAY A DIVISION OF JP2G							
48242CORR	CORR ACCT BYLAW 2024-002	131 T	15-Apr-2026 15-Apr-2026	4,587.80	4,587.80	0.00	0.00	0.00
	PEDESTRIAN BRIDGE REMOVAL							
48542	PEDESTRIAN BRIDGE REMOVAL BYLAW 2024-002	94 T	11-Mar-2026 11-Mar-2026	4,587.80	4,587.80	0.00	0.00	0.00
48542REV	CORR ACCOUNT NUMBE	131 T	15-Apr-2026 15-Apr-2026	-4,587.80	-4,587.80	0.00	0.00	0.00
49009	BYLAW 2024-002 PEDESTRIAN BRIDGE MARCH 2026 ADMIN & INSPECTION	131 T	22-Apr-2026 22-May-2026	13,181.45	13,181.45	0.00	0.00	0.00
49374	BYLAW 2024-002 PEDESTRIAN BRIDGE REMOVAL APRIL 2026	131 T	20-May-2026 17-Jun-2026	21,082.98	21,082.98	0.00	0.00	0.00
GREAT	GIGPRINT							
SI-87845	33300 GARBAGE TAGS 571401 - 604700	94 T	04-Apr-2026 04-Apr-2026	4,881.80	4,881.80	0.00	0.00	0.00
GREMAPLES	GREEN MAPLES ENVIRONMENTAL INC							
GME 8054	MONTHLY CLEANING ES BUILDING FEB 2026	121 T	24-Feb-2026 24-Feb-2026	2,879.24	2,879.24	0.00	0.00	0.00
GME 8055	MONTHLY CLEANING PV FEB 2026	121 T	24-Feb-2026 24-Feb-2026	470.08	470.08	0.00	0.00	0.00
GME 8056	MONTHLY CLEANING TH FEB 2026	121 T	24-Feb-2026 24-Feb-2026	1,615.90	1,615.90	0.00	0.00	0.00
GME 8114	MONTHLY CLEANING OF ES BUILDING	119 T	23-Mar-2026 23-Mar-2026	2,879.24	2,879.24	0.00	0.00	0.00
GME 8115	MONTHLY CLEANING PV MARCH 2026	119 T	23-Mar-2026 23-Mar-2026	470.08	470.08	0.00	0.00	0.00
GME 8116	MONTHLY CLEANING TOWNHALL MARCH 2026	119 T	23-Mar-2026 23-Mar-2026	1,615.90	1,615.90	0.00	0.00	0.00
GME8054	MONTHLY CLEANING OF ES BUILDING FEBRUARY 2026	102 T	24-Feb-2026 24-Feb-2026	2,879.24	2,879.24	0.00	0.00	0.00
GME8055	MONTHLY CLEANING PV FEBRUARY 2026	102 T	24-Feb-2026 24-Feb-2026	470.08	470.08	0.00	0.00	0.00
GME8056	MONTHLY CLEANING TH FEBRUARY 2026	102 T	24-Feb-2026 24-Feb-2026	1,615.90	1,615.90	0.00	0.00	0.00

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GME8114	MONTHLY CLEANING ES BUILDING	102 T	23-Mar-2026 23-Mar-2026	2,879.24	2,879.24	0.00	0.00	0.00
GME8115	MONTHLY CLEANING PV MARCH 2026	102 T	23-Mar-2026 23-Mar-2026	470.08	470.08	0.00	0.00	0.00
GME8116	MONTHLY CLEANING OF TOWNHALL	102 T	23-Mar-2026 23-Mar-2026	1,615.90	1,615.90	0.00	0.00	0.00
GRIF01	GRIFFIN GEORGE							
EXP-13/04/2026	CIBC PAID GAN TAXES PMT INTENDED FOR TLT	94 T	13-Apr-2026 13-Apr-2026	1,247.17	1,247.17	0.00	0.00	0.00
GUY01	GUY BRENDA							
EXPMAY142026	REIMB STAPLES	121 T	14-May-2026 14-May-2026	109.38	109.38	0.00	0.00	0.00
EXPMAY152026	MILEAGE JAN 31-MAY 27	156 T	15-May-2026 15-May-2026	628.68	628.68	0.00	0.00	0.00
HAC01	HACH COMPANY							
409654/4974122	hach torb analyzer	74 T	05-Mar-2026 05-Mar-2026	6,474.90	6,474.90	0.00	0.00	0.00
413570	SUPPLIES	121 T	15-Apr-2026 15-Apr-2026	1,799.06	1,799.06	0.00	0.00	0.00
HAN01	HANSLER SMITH LTD							
5880105	GARAGE STAFF EQUIPMENT	74 T	11-Mar-2026 11-Mar-2026	1,668.13	1,668.13	0.00	0.00	0.00
5881439	GARAGE SUPPLIES	74 T	20-Mar-2026 20-Mar-2026	109.94	109.94	0.00	0.00	0.00
5882360	REPLACEMENT DRILL CHUCK	98 T	26-Mar-2026 26-Mar-2026	20.91	20.91	0.00	0.00	0.00
5885031	GARB BAGS / HARD HATS /CLUTCH GEAR	121 T	14-Apr-2026 14-Apr-2026	757.73	757.73	0.00	0.00	0.00
5886669	SUPPLIES	125 T	23-Apr-2026 23-May-2026	47.35	47.35	0.00	0.00	0.00
5886670	FOAM SOAP	125 T	23-Apr-2026 23-May-2026	112.28	112.28	0.00	0.00	0.00
5887711	HARD HAT	125 T	29-Apr-2026 29-May-2026	179.33	179.33	0.00	0.00	0.00
5889125	GLOVES	125 T	06-May-2026 05-Jun-2026	310.64	310.64	0.00	0.00	0.00
5893366	HARD HAT EARMUFFS	149 T	29-May-2026 17-Jun-2026	119.55	119.55	0.00	0.00	0.00
HAR16	HARTINGTON EQUIPMENT							
INV-8519	KUBOTA MOWER ZD1100	125 T	20-May-2026 24-May-2026	22,238.04	22,238.04	0.00	0.00	0.00
HARVEYC	THE NOT SO AMATEUR AMATEU CHRISTINE HARVEY							
APRIL2026	EASTER FACE PAINTING	94 C	04-Apr-2026 04-Apr-2026	240.00	240.00	0.00	0.00	0.00
JUNE4 2026	BALLOONING	149 C	06-Jun-2026 06-Jun-2026	100.00	100.00	0.00	0.00	0.00
HEN04	HENDERSON DIGITAL MARKETING & PRINTING							
84747	BALANCE ON LETTERHEAD	156 T	11-Jun-2026 11-Jun-2026	230.52	230.52	0.00	0.00	0.00

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HEW01	HEWITT (BROCKVILLE) LTD.							
101064	WTP AIR SCOUR REBUILD	94 T	19-Mar-2026 19-Mar-2026	11,045.75	11,045.75	0.00	0.00	0.00
HIGGSLORI	HIGGS LORI							
EXPMAY122026	MARINA SUPPLIES	121 T	12-May-2026 12-May-2026	40.40	40.40	0.00	0.00	0.00
HIS01	HISTORIC 1000 ISLANDS VILLAGE FOUNDATION							
249	MUNICIPAL GRANT+BATHROOMS / ARTIFACT AGREEMENT	121 T	10-Apr-2026 10-Apr-2026	84,050.00	84,050.00	0.00	0.00	0.00
HOTSPOT	HOTSPOT PARKING INC							
10000833	ANNUAL LPR FEES - 2026	94 T	06-Apr-2026 06-Apr-2026	7,910.00	7,910.00	0.00	0.00	0.00
HRM01	HR MACHINE							
7028	GENERATION FORIBLE ENTRY DOOR	131 T	19-May-2026 17-Jun-2026	242.95	242.95	0.00	0.00	0.00
HUDSINCLLP	HUDSON SINCLAIR LLP							
5022	GAN POLICE SERVICES BOARD LITIGATION CV-24-0000455-0000	125 T	07-May-2026 07-May-2026	661.62	661.62	0.00	0.00	0.00
HUNTGRET	HUNTLEY GRETCHEN							
3018811	COMFORT CUSIONS	149 T	08-May-2026 06-Jun-2026	150.00	150.00	0.00	0.00	0.00
HUTCHA	HUTCHESON ALEX							
EXPJUNE32026	DZ COURSE	142 T	03-Jun-2026 03-Jun-2026	1,124.35	1,124.35	0.00	0.00	0.00
IMA01	IMAGE ADVANTAGE							
INV063316	FILEHOLD RENEWAL	102 T	31-Mar-2026 31-Mar-2026	3,915.00	3,915.00	0.00	0.00	0.00
IND02	INDUSTRIAL ELECTRICAL CONTRACTORS LTD.							
6422	INSURANCE REMEDITATIONS ELECTRICAL UPGRADES	156 T	12-Mar-2026 12-Mar-2026	6,818.28	6,818.28	0.00	0.00	0.00
6432	LIBRARY POWER FUSE	156 T	12-Mar-2026 12-Mar-2026	718.14	718.14	0.00	0.00	0.00
6453	SCORE BOARD REPAIR	156 T	19-Mar-2026 19-Mar-2026	409.06	409.06	0.00	0.00	0.00
6476	police station ups - march 2026	102 T	02-Apr-2026 02-Apr-2026	9,212.89	9,212.89	0.00	0.00	0.00
6508	EXIT & EMERGENCY LIGHTING & RECEPTICLES PER GFI INSURANCE ASS	125 T	14-Apr-2026 15-May-2026	3,160.95	3,160.95	0.00	0.00	0.00
INDIO	INDIO DESIGN							
000023	MERCHANDISE	142 T	02-Jun-2026 10-Jun-2026	432.00	432.00	0.00	0.00	0.00
000024	TOWN OF GAN STICKERS	149 T	10-Jun-2026 10-Jun-2026	540.00	540.00	0.00	0.00	0.00
000025	RESALE SUPPLIES	156 T	18-Jun-2026 18-Jun-2026	288.00	288.00	0.00	0.00	0.00

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000026	MERCHANDISE FOR RESALE	156 T	22-Jun-2026 22-Jun-2026	120.00	120.00	0.00	0.00	0.00
INS05	INSIGNIA SOFTWARE							
4322	MAY2026 APRIL 2027 ANN SOFTWARE	125 T	01-May-2026 25-May-2026	1,356.00	1,356.00	0.00	0.00	0.00
INT02	INTELIVOTE SYSTEMS INC.							
GAN-20260429	INTELIVOTE ISI - DEPOSIT	119 T	29-Apr-2026 29-Apr-2026	1,431.60	1,431.60	0.00	0.00	0.00
IRONMTN	IRON MOUNTAIN							
APRIL PAP PMT	APRIL PAP PMT	114 E	30-Apr-2026 30-Apr-2026	1,199.14	1,199.14	0.00	0.00	0.00
JUNE2026PAP	JUNE 2026 PAP PMT	168 E	30-Jun-2026 30-Jun-2026	1,257.75	1,257.75	0.00	0.00	0.00
MAY2026PAP	MAY PAP PMT	147 E	31-May-2026 31-May-2026	1,182.86	1,182.86	0.00	0.00	0.00
JACKSTOW	JACK'S TOWING SERVICE LTD							
26-10673	2019 INTERNATIONAL WORKSTAR 7500	125 T	17-Mar-2026 17-Apr-2026	791.00	791.00	0.00	0.00	0.00
26-10725	KEMIRA TRUCK ICY WEATHER	125 T	26-Mar-2026 26-Apr-2026	565.00	565.00	0.00	0.00	0.00
JET02	JET ELECTRICAL CONTRACTORS							
9190	PUMP STN LOWER PUM INTO WELL	125 T	09-Jan-2026 09-Jan-2026	762.75	762.75	0.00	0.00	0.00
9214	EAST GATE LIGHTS TROUBLESHOOTING	74 T	03-Mar-2026 03-Mar-2026	1,604.60	1,604.60	0.00	0.00	0.00
9217	KING & CHARLES	74 T	06-Mar-2026 06-Mar-2026	2,406.90	2,406.90	0.00	0.00	0.00
9218	KING & HERBERT TRAFFIC LIGHTS	74 T	09-Mar-2026 09-Mar-2026	1,017.00	1,017.00	0.00	0.00	0.00
9219	VARIOUS LOCATES	74 T	09-Mar-2026 09-Mar-2026	327.70	327.70	0.00	0.00	0.00
9220	LAGOON - JIB FOR BOARD REMOVAL	80 T	12-Mar-2026 12-Mar-2026	881.40	881.40	0.00	0.00	0.00
9221	STATION 18 TROUBLESHOOTING (CHAMBER 18 COM)	98 T	11-Mar-2026 11-Mar-2026	1,271.25	1,271.25	0.00	0.00	0.00
9222	TROUBLESHOOT LIGHT	74 T	09-Mar-2026 09-Mar-2026	254.25	254.25	0.00	0.00	0.00
9224	KING & HERBERT TRAFFIC LIGHT	74 T	09-Mar-2026 09-Mar-2026	401.15	401.15	0.00	0.00	0.00
9225	STONE ST PUMP STATION EXHAUST FAN TROUBLESHOOT	98 T	27-Feb-2026 29-Mar-2026	508.50	508.50	0.00	0.00	0.00
9227	KING & CHARMICHAEL TRAFFIC LIGHTS	74 T	16-Mar-2026 16-Mar-2026	4,113.20	4,113.20	0.00	0.00	0.00
9228	KING & STONE - EMERGENCY CALL TRAFFIC LIGHTS	74 T	17-Mar-2026 17-Mar-2026	1,604.60	1,604.60	0.00	0.00	0.00
9234	CHINESE ALLY - BLOWN FUSE	74 T	16-Mar-2026 16-Mar-2026	813.60	813.60	0.00	0.00	0.00

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9235	TOWNHALL BOLLARDS	74	16-Mar-2026	265.55	265.55	0.00	0.00	0.00
		T	16-Mar-2026					
9236	WATER TREATMENT PLANT PICK UP	80	16-Mar-2026	1,158.65	1,158.65	0.00	0.00	0.00
	LIGHTS LIGHTING FX	T	16-Mar-2026					
9237	SPRING TRAFFIC LIGHT MAINTENACE	74	16-Mar-2026	4,349.00	4,349.00	0.00	0.00	0.00
		T	16-Mar-2026					
9241	VARIOUS LOCATES	94	06-Mar-2026	926.60	926.60	0.00	0.00	0.00
		T	06-Mar-2026					
9244	KING & HERBERT - TRANSFER SWITCH	94	20-Mar-2026	1,758.05	1,758.05	0.00	0.00	0.00
		T	20-Mar-2026					
9245	EMERGENCY CALL OUT - ELMWOOD WIRE REBUILD	94	23-Mar-2026	3,064.00	3,064.00	0.00	0.00	0.00
		T	23-Mar-2026					
9247	KING & CARMICHAEL TRAFFIC LIGHTS	94	23-Mar-2026	5,099.05	5,099.05	0.00	0.00	0.00
		T	23-Mar-2026					
9248	KING & HERBERT TRAFFIC LIGHT	94	23-Mar-2026	5,085.00	5,085.00	0.00	0.00	0.00
		T	23-Mar-2026					
9249	KING AND WILLIAM UPS REPLACEMENT	102	23-Mar-2026	5,085.00	5,085.00	0.00	0.00	0.00
		T	23-Mar-2026					
9250	KING AND WILLIAM EXTRAS NOT IN ORIGINAL QUOTE	102	23-Mar-2026	3,113.57	3,113.57	0.00	0.00	0.00
		T	23-Mar-2026					
9256	VARIOUS LOCATE SERVICES	94	27-Mar-2026	327.70	327.70	0.00	0.00	0.00
		T	27-Mar-2026					
9259	LOCATES	131	30-Mar-2026	768.40	768.40	0.00	0.00	0.00
		T	30-Apr-2026					
9260	KING & HERBERT	131	30-Mar-2026	367.25	367.25	0.00	0.00	0.00
		T	30-Mar-2026					
9264	STREETLIGHTS FOR MILL STREET	119	03-Apr-2026	1,678.10	1,678.10	0.00	0.00	0.00
		T	03-Apr-2026					
9267	VARIOUS LOCATES	119	08-Apr-2026	711.90	711.90	0.00	0.00	0.00
		T	08-Apr-2026					
9270	KING & CHARLES TRAFFIC LIGHT REPAIR	119	10-Apr-2026	3,699.62	3,699.62	0.00	0.00	0.00
		T	10-Apr-2026					
9271	REPLACED FUSE WTP	121	14-Apr-2026	158.20	158.20	0.00	0.00	0.00
		T	14-Apr-2026					
9273	KING & CARMICHAEL - AFTER HOURS EMERGENCY CALL	119	13-Apr-2026	296.06	296.06	0.00	0.00	0.00
		T	13-Apr-2026					
9274	WTP REPLACE GLASS FUSE	121	15-Apr-2026	1,488.78	1,488.78	0.00	0.00	0.00
		T	15-Apr-2026					
9275	VARIOUS LOCATES	119	13-Apr-2026	1,419.95	1,419.95	0.00	0.00	0.00
		T	13-Apr-2026					
9277	CHARLES & STONE HANGER	121	17-Apr-2026	1,948.12	1,948.12	0.00	0.00	0.00
		T	17-Apr-2026					
9280	STREETLIGHTS MILL ST	125	17-Apr-2026	1,615.90	1,615.90	0.00	0.00	0.00
		T	17-May-2026					
9285	WTP RAPID MIXER	125	22-Apr-2026	1,362.22	1,362.22	0.00	0.00	0.00
		T	22-May-2026					

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9288	STREETLIGHTS	125 T	23-Apr-2026 23-May-2026	2,231.75	2,231.75	0.00	0.00	0.00
9289	STREETLIGHTS	125 T	21-Apr-2026 21-May-2026	519.80	519.80	0.00	0.00	0.00
9290	WTP FUSE	125 T	21-Apr-2026 21-May-2026	531.10	531.10	0.00	0.00	0.00
9291	WTP ELCO MOTOR	125 T	24-Apr-2026 24-May-2026	876.88	876.88	0.00	0.00	0.00
9292	LOCATES	125 T	24-Apr-2026 24-May-2026	1,139.04	1,139.04	0.00	0.00	0.00
9296	STREETLIGHTS	125 T	28-Apr-2026 28-May-2026	1,353.73	1,353.73	0.00	0.00	0.00
9298	STREETLIGHTS	125 T	29-Apr-2026 29-May-2026	265.55	265.55	0.00	0.00	0.00
9302	LOCATES	125 T	01-May-2026 30-May-2026	2,293.90	2,293.90	0.00	0.00	0.00
9306	KING & ELIZABETH NO POWER	125 T	04-May-2026 03-Jun-2026	1,683.70	1,683.70	0.00	0.00	0.00
9309	;LOCATES	125 T	08-May-2026 07-Jun-2026	824.90	824.90	0.00	0.00	0.00
9314	KING & WILLIAM TRAFFIC SCOPE	131 T	11-May-2026 09-Jun-2026	158.20	158.20	0.00	0.00	0.00
9316	KING & HERBERT	156 T	15-May-2026 10-Jun-2026	2,283.15	2,283.15	0.00	0.00	0.00
9317	LOCATES	156 T	15-May-2026 10-Jun-2026	915.30	915.30	0.00	0.00	0.00
9318	LOCAATES	131 T	21-May-2026 17-Jun-2026	1,209.10	1,209.10	0.00	0.00	0.00
9320	STREETLIGHTS	149 T	26-May-2026 17-Jun-2026	9,955.30	9,955.30	0.00	0.00	0.00
9324	STONE ST PUMP STN	149 T	22-May-2026 17-Jun-2026	4,322.25	4,322.25	0.00	0.00	0.00
9325	WTP CIRCLE CHART TROUBLESHOOT	149 T	27-May-2026 17-Jun-2026	774.05	774.05	0.00	0.00	0.00
9327	WTP KPA METER	149 T	28-May-2026 17-Jun-2026	158.20	158.20	0.00	0.00	0.00
9328	561 MACDONALD DR RESTORATION	149 T	29-May-2026 17-Jun-2026	1,395.32	1,395.32	0.00	0.00	0.00
9333	WTP LOWLIFT PRESSURE	149 T	01-Jun-2026 17-Jun-2026	519.80	519.80	0.00	0.00	0.00
9334	KING & CHARLES	149 T	03-Jun-2026 17-Jun-2026	265.55	265.55	0.00	0.00	0.00
JEW01	JEWELL ENGINEERING INC.							
123501	ELMWOOD SUBDIVISION SWM PEER REVIEW	119 T	02-Apr-2026 02-Apr-2026	4,302.48	4,302.48	0.00	0.00	0.00
JJM01	J J MACKAY LTD							
INV1071536	24 AAASSEMBLED BATTERY PACK, 24 D-CELL BATTERY PACK	94 T	10-Mar-2026 10-Mar-2026	762.14	762.14	0.00	0.00	0.00
INV1071863	COIN	125 T	27-Apr-2026 27-May-2026	2,613.24	2,613.24	0.00	0.00	0.00

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INV1072203	GUARDIAN XLE	156	29-May-2026	626.87	626.87	0.00	0.00	0.00
		T	29-May-2026					
JLR01	J L RICHARDS & ASSOCIATES							
132770	GANANOQUE WATER TOWER UPGRADES	102	09-Feb-2026	2,375.88	2,375.88	0.00	0.00	0.00
		T	09-Feb-2026					
133295	GANANOQUE EAST END FORCE MAIN TWIN EXPANSION	74	06-Mar-2026	2,185.39	2,185.39	0.00	0.00	0.00
		T	06-Mar-2026					
133530	KING ST WATERMAIN EXTENSION	74	09-Mar-2026	4,836.40	4,836.40	0.00	0.00	0.00
		T	09-Mar-2026					
133986	EAST END PUMPING STATION MAIN TWINNING	102	07-Apr-2026	3,436.40	3,436.40	0.00	0.00	0.00
		T	07-Apr-2026					
134265	GANANOQUE OFFICIAL PLAN REVIEW	98	12-Apr-2026	1,827.21	1,827.21	0.00	0.00	0.00
		T	12-Apr-2026					
134788	EAST END FORCE MAIN TWIN EXP BYLAW 2017-093	125	08-May-2026	6,669.61	6,669.61	0.00	0.00	0.00
		T	04-Jun-2026					
134827	BILAW 2024-068 MARCH STORMWATER MGT MASTER PLAN	125	11-May-2026	11,445.50	11,445.50	0.00	0.00	0.00
		T	05-Jun-2026					
134912	BYLAW 2024-080 GAN EEPS PH 2	125	12-May-2026	323,098.11	323,098.11	0.00	0.00	0.00
		T	08-Jun-2026					
JOE01	JOE JOHNSON EQUIPMENT							
P48628	TRACKLESS REPLACEMENT PARTS	74	17-Mar-2026	286.48	286.48	0.00	0.00	0.00
		T	17-Mar-2026					
P49296	SUPPLIES	149	04-Jun-2026	482.73	482.73	0.00	0.00	0.00
		T	17-Jun-2026					
JOH07	JOHNSTON JEFF W.							
EXPMAY42026	PARKS & REC CONF NIAGARA FALLS	125	04-May-2026	635.37	635.37	0.00	0.00	0.00
		T	04-May-2026					
JOSSALIS	JOSELYN ALISON							
46	ENTERTAINMENT 11-1PM JUNE 20TH	152	12-Jun-2026	250.00	250.00	0.00	0.00	0.00
		T	12-Jun-2026					
KEH01	KEHOE MARINE CONSTRUCTION LTD.							
000228	new 300 series floating docks	91	02-Mar-2026	279,392.50	279,392.50	0.00	0.00	0.00
		T	02-Mar-2026					
000522	BYLAW 2025-036 PROG #6 ASPHALT RETAINING WALL RALLING	149	07-May-2026	30,397.00	30,397.00	0.00	0.00	0.00
		T	07-Jun-2026					
000781	BROKEN HING 500'S	156	26-May-2026	1,757.15	1,757.15	0.00	0.00	0.00
		T	23-Jun-2026					
468 PROG #5	BYLAW 2025-036 PROG #5 NEW 300 SERIES	125	28-Apr-2026	156,872.25	156,872.25	0.00	0.00	0.00
		T	28-May-2026					
518	ANCHOR AND CHAIN REPAIRS	125	06-May-2026	5,085.00	5,085.00	0.00	0.00	0.00
		T	05-Jun-2026					
530	PERMITS WEEK HARVESTING MARINA	125	08-May-2026	2,147.00	2,147.00	0.00	0.00	0.00
		T	07-Jun-2026					
KEL05	KELLY PENNY-LOU							

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EXP-16/04/2026	KMS TO ELECTION TRAINING	98 T	16-Apr-2026 16-Apr-2026	138.60	138.60	0.00	0.00	0.00
KEM01	KEMIRA WATER SOLUTION CANADA INC.							
9019274328	BULK CHEMICAL PURCHASE	94 T	20-Mar-2026 20-Mar-2026	10,972.03	10,972.03	0.00	0.00	0.00
9019276912	LIQUIDE ACIDE	125 T	05-May-2026 04-Jun-2026	8,838.57	8,838.57	0.00	0.00	0.00
KENNEL	KENNEL CLUB GEAR INC. DBA KENNEL CLUB BOARDING							
7495	VET SERVICES	149 T	02-Mar-2026 02-Mar-2026	197.75	197.75	0.00	0.00	0.00
KIN08	KINGSTON HUMANE SOCIETY							
811389	POUND SERVICE FEES	94 T	31-Mar-2026 31-Mar-2026	511.00	511.00	0.00	0.00	0.00
811412	MONTHLY POUND SERVICE	125 T	30-Apr-2026 30-Apr-2026	511.00	511.00	0.00	0.00	0.00
811450	MONTHLY POUND SERVICE	156 T	31-May-2026 31-May-2026	511.00	511.00	0.00	0.00	0.00
KIN31	KINGSTON FIRE & RESCUE							
010999	FIRE INSTRUCTOR I NOV 3-6 2025	74 C	01-Jan-2026 01-Jan-2026	325.00	325.00	0.00	0.00	0.00
KINGDOM	KINGDOM CONSTRUCTION LTD							
16	EAST END PUMPING STATION - MARCH	93 T	13-Mar-2026 13-Mar-2026	910,296.64	910,296.64	0.00	0.00	0.00
17	JRL PAYMENT CERTIFICATE 17 AND HOLDBACKS	98 T	27-Apr-2026 27-Apr-2026	196,644.11	196,644.11	0.00	0.00	0.00
18	BYLAW 2024-2008 EAST END PUMPING STATION	125 T	08-May-2026 25-May-2026	328,721.02	328,721.02	0.00	0.00	0.00
KPMG	KPMG							
8006455509	GANANOQUE PUBLIC LIBRARY BOARD 2023 AUDIT	98 T	07-Jan-2026 07-Jan-2026	1,243.00	1,243.00	0.00	0.00	0.00
KRA01	KRAFT SEAN							
EXPMAY292026	SPECIAL CONSTABLE TRAINING JUN 1-26	142 T	01-Jun-2026 01-Jun-2026	300.00	300.00	0.00	0.00	0.00
LAN05	LAND OF LAKES CHAPTER OBOA - ATTN: JOE KUIPERS							
2026MBSH	2026 MEMBERSHIP OBOA# 22100 W MC	156 T	23-Jun-2026 23-Jun-2026	70.00	70.00	0.00	0.00	0.00
LAN10	LANARK LEEDS AND GRENVILLE ADDICTIONS AND							
2026-0010	S&B MCRT WORKER / TRAINING / CELL PHONE	121 T	11-Mar-2026 11-Mar-2026	108,210.00	108,210.00	0.00	0.00	0.00
LASELECT	LASALLE ELECTRICAL CONTRACTORS INC.							
2726	300 series dock - final invoice	119 T	04-May-2026 04-May-2026	21,470.00	21,470.00	0.00	0.00	0.00
LAT08	LATENT FORENSIC SERVICES INC.							
2026-004953	SUPPLIES	131 T	22-Apr-2026 22-May-2026	556.78	556.78	0.00	0.00	0.00

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2026-005177	DNA SWAB KIT	131	19-May-2026	41.29	41.29	0.00	0.00	0.00
		T	19-May-2026					
LAV001	LAVERNE'S EATERY							
CHAIRS	12 ADIRONDACK CHAIRS	142	20-May-2026	4,542.60	4,542.60	0.00	0.00	0.00
		T	20-May-2026					
PTL REFUND	OVERPAYMENT PATIO LICENSE SPL2026-03	125	20-May-2026	27.00	27.00	0.00	0.00	0.00
		T	20-May-2026					
ROPER ROMP	MRS ROPER ROMP STOP/LOCATION ALLOWANCE	121	01-May-2026	150.00	150.00	0.00	0.00	0.00
		T	01-May-2026					
LDSB	LIMESTONE DISTRICT SCHOOL BOARD							
CG-2025	2025 COMMUNITY GRANT PAID OUT IN 2026 JAMES & JACEY KELLAR TRACK & FIELD UPGRADE	119	05-May-2026	2,500.00	2,500.00	0.00	0.00	0.00
		T	05-May-2026					
LEAMONC	LEAMON CAROLYN							
EXPJUNE12026	REIMB GAS	142	01-Jun-2026	65.99	65.99	0.00	0.00	0.00
		T	01-Jun-2026					
EXPMAY192026	FREEDOM OF INFORM CONF MAY 24-27	131	19-May-2026	220.00	220.00	0.00	0.00	0.00
		T	19-May-2026					
MAY72026PERDI	PEER SUPPORT MAY 4-6	121	07-May-2026	108.97	108.97	0.00	0.00	0.00
		T	07-May-2026					
LEDUC	LEDUC ELECTRICAL SERVICES LTD							
18950	BYLAW 2025-112 RECEPTACLES GAN GATES 3 LOCATIONS	125	04-May-2026	2,475.72	2,475.72	0.00	0.00	0.00
		T	04-May-2026					
LEE02	LEEDS GRENVILLE & LANARK DISTRICT HEALTH UNIT							
MUNICIPAL 2026	LEEDS, GRENVILLE & LANARK DISTRICT HEALTH UNIT- MUNICIPAL LEVY 2026	82	01-Apr-2026	8,909.43	8,909.43	0.00	0.00	0.00
		T	01-Apr-2026					
MUNICIPAL 2026	LEEDS, GRENVILLE & LANARK DISTRICT HEALTH UNIT- MUNICIPAL LEVY 2026	116	01-May-2026	8,909.43	8,909.43	0.00	0.00	0.00
		T	01-May-2026					
MUNICIPAL 2026	LEEDS, GRENVILLE & LANARK DISTRICT HEALTH UNIT- MUNICIPAL LEVY 2026	137	01-Jun-2026	8,909.43	8,909.43	0.00	0.00	0.00
		T	01-Jun-2026					
LICHSH	LICHARSON SHANNON							
EXPMAY222026	PURCHASE PANTS	131	22-May-2026	100.00	100.00	0.00	0.00	0.00
		T	22-May-2026					
LLCOBOA	LAND OF LAKES CHAPTER OF OBOA							
EXP-16/04/2026	LAND OF LAKES CHAPTER OF OBOA	102	16-Apr-2026	70.00	70.00	0.00	0.00	0.00
		T	16-Apr-2026					
LOR01	PETER LORENZ							
EXPMAY282026	BOOTS	131	28-May-2026	71.18	71.18	0.00	0.00	0.00
		T	28-May-2026					
LOU02	LOU'S CUSTOM GOLF							
727487	SHIRTS	152	05-Jun-2026	157.95	157.95	0.00	0.00	0.00
		T	05-Jun-2026					
LUN03	LUND JAMES							

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2026REFUND	25% REFUND MARINA SLIP	142 T	01-Jun-2026 01-Jun-2026	1,152.73	1,152.73	0.00	0.00	0.00
LVRINC	LONDON VERBATIM REPORTING INC.							
SI-4305	HR MATTER	121 T	01-May-2026 01-May-2026	413.58	413.58	0.00	0.00	0.00
M&L01	M & L SUPPLY FIRE & SAFETY							
ML-IN-000208	HELMET & SHIELD PURCHASES	94 T	18-Mar-2026 18-Mar-2026	4,796.57	4,796.57	0.00	0.00	0.00
ML-IN-000209	YELLO VIZ	94 T	18-Mar-2026 18-Mar-2026	1,299.50	1,299.50	0.00	0.00	0.00
MAC04	MACEWEN PETROLEUM INC							
1314	DYED DIESEL	149 T	08-Jun-2026 25-Jun-2026	162.36	162.36	0.00	0.00	0.00
26076	DYED DIESEL	125 T	25-Feb-2026 25-Mar-2026	1,704.25	1,704.25	0.00	0.00	0.00
26077	CLEAR DIESEL	125 T	24-Feb-2026 24-Mar-2026	838.14	838.14	0.00	0.00	0.00
41851	TOWNHALL GENERATOR FUEL REFILL	94 T	03-Apr-2026 03-Apr-2026	572.98	572.98	0.00	0.00	0.00
42323	DYED DIESEL EMS BUILDING GENERATOR	102 T	03-Apr-2026 03-Apr-2026	204.30	204.30	0.00	0.00	0.00
48993	DYED DIESEL	125 T	08-May-2026 07-Jun-2026	2,944.67	2,944.67	0.00	0.00	0.00
48994	CLEAR DIESEL	125 T	08-May-2026 07-Jun-2026	1,524.06	1,524.06	0.00	0.00	0.00
6100766	FINFCE CHARGE	102 T	08-Apr-2026 08-Apr-2026	3.28	3.28	0.00	0.00	0.00
74895	DYED DESIEL - PUBLIC WORKS YARD	94 T	24-Mar-2026 24-Mar-2026	1,177.95	1,177.95	0.00	0.00	0.00
74896	PUBLIC WORKS YARD CLEAR DESIEL	94 T	24-Mar-2026 24-Mar-2026	825.59	825.59	0.00	0.00	0.00
93543	CLEAR DIESEL	149 T	03-Jun-2026 03-Jun-2026	658.82	658.82	0.00	0.00	0.00
MACFWES	MCFARLANE WES							
OBOA REFUND	REIMB OBOA MEMBERSHIP AND NFPA	149 T	06-Jun-2026 06-Jun-2026	540.14	540.14	0.00	0.00	0.00
MACRUN	MACNEIL RUNNING KEIRA							
29052026	SPECIAL CONSTABLE TRAINING	142 T	01-Jun-2026 01-Jun-2026	300.00	300.00	0.00	0.00	0.00
MAL02	MALEVICH MEDICINE PROF CORPORATION							
FEB2026	LOCUM PAYMENT OWIN FEBRUARY 2026	94 T	16-Apr-2026 16-Apr-2026	2,880.00	2,880.00	0.00	0.00	0.00
MAR2026	LOCUM PAYMENT OWIN MARCH 2026	94 T	16-Apr-2026 16-Apr-2026	3,360.00	3,360.00	0.00	0.00	0.00
MAY12026	LOCUM PAYMENT FEB 2026	131 T	01-May-2026 01-May-2026	2,550.00	2,550.00	0.00	0.00	0.00
MAR002	MARK R. HALLADAY EMERGENCY SERVICES							
2026APRIL11	BASIC LIFE SUPPORT - 2 PARTICIPANTS	94 T	11-Apr-2026 11-Apr-2026	158.20	158.20	0.00	0.00	0.00

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MAV001	MAVERICKS							
MRS ROPER RO	ROPER ROMP	121	01-May-2026	400.00	400.00	0.00	0.00	0.00
	STOP/LOCATION	T	01-May-2026					
	ALLOWANCE							
MCC05	ZUFELT LYNSEY							
EXP-16/04/2026	MILAGE FOR AMCTO	98	16-Apr-2026	41.61	41.61	0.00	0.00	0.00
	MUNICIPAL ELECTION	T	16-Apr-2026					
	TRAINING							
MDCHAR	M D CHARLTON CO LTD							
4091063	SUPPLIES	142	28-May-2026	1,099.40	1,099.40	0.00	0.00	0.00
		T	17-Jun-2026					
MES01	MESSER CANADA INC. 15687							
2110027512	ANNUAL LEASE	102	28-Mar-2026	1,196.09	1,196.09	0.00	0.00	0.00
	RENEWAL -	T	28-Mar-2026					
	ACETYLENE, OXYGEN K. OXYGEN USP & FERROLINE							
MIN12	MINISTER OF FINANCE							
10270526090203	ONTARIO FIRE	142	27-May-2026	1,105.00	1,105.00	0.00	0.00	0.00
	COLLEGE	T	17-Jun-2026					
	REGISTRATION							
42120326110901	OPTIC FY 25-26	98	12-Mar-2026	6,294.96	6,294.96	0.00	0.00	0.00
	JAN-MAR OPTIC	T	11-Apr-2026					
	QUARTERLY							
MIS03	MISTER SAFETY SHOES INC.							
1700946	M.MILLS - BOOT	94	25-Mar-2026	314.55	314.55	0.00	0.00	0.00
	PURCHASE	T	25-Mar-2026					
1720818	M.OUELLETTE	94	15-Mar-2026	196.57	196.57	0.00	0.00	0.00
		T	15-Mar-2026					
1721729	K.KIRBY, G.GRAHAM,	94	18-Mar-2026	786.35	786.35	0.00	0.00	0.00
	A.WATKINS - BOOT	T	18-Mar-2026					
	PURCHASE							
1732656	S1222013863 SAFETY	125	07-May-2026	218.27	218.27	0.00	0.00	0.00
	BOOTS	T	06-Jun-2026					
1734013	BOOTS S1221043192	125	14-May-2026	255.56	255.56	0.00	0.00	0.00
		T	13-Jun-2026					
1737051	BOOTS ASB	149	31-May-2026	260.48	260.48	0.00	0.00	0.00
		T	31-May-2026					
1739525	SAFETY BOOTS TN	152	11-Jun-2026	246.75	246.75	0.00	0.00	0.00
		T	11-Jun-2026					
MIT03	MITCHELL FRANK							
EXPMAY72026	DR MEDICAL FOR	125	07-May-2026	160.00	160.00	0.00	0.00	0.00
	DRIVERS LIC	T	07-May-2026					
MOL01	DICKSON LYNSEY							
EXP-16/03/2026	PROFESSIONAL	74	16-Mar-2026	354.56	354.56	0.00	0.00	0.00
	STANDARDS	T	16-Mar-2026					
EXP-22/04/2026	RETICLE -	119	22-Apr-2026	40.00	40.00	0.00	0.00	0.00
	BROCKVILLE USE OF	T	22-Apr-2026					
	FORCE TRAINING							
PERDIEMJUNE1	OACPCM MAY 26-27	156	14-Jun-2026	70.00	70.00	0.00	0.00	0.00
		T	14-Jun-2026					

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PERDIEMJUNE1	POWERCASE JUNE 1-5	156	15-Jun-2026	747.00	747.00	0.00	0.00	0.00
		T	15-Jun-2026					
MOO04	MOOREHEAD MARK							
DR MEDICAL 20	DRIVER MEDICAL	149	08-Jun-2026	100.00	100.00	0.00	0.00	0.00
		T	08-Jun-2026					
MOR02	MORONI'S DINING LOUNGE							
ROPER ROMP	MRS ROPER ROMP	121	01-May-2026	150.00	150.00	0.00	0.00	0.00
	STOP/LOCATION ALLOWANCE	T	01-May-2026					
MOREYK	MOREY KURTIS							
EXP-22/04/2026	RETICLE -	119	22-Apr-2026	40.00	40.00	0.00	0.00	0.00
	BROCKVILLE USE OF FORCE TRAINING	T	22-Apr-2026					
MPA02	MUNICIPAL PROPERTY ASSESSMENT CORPORATION							
1800040504	QTRLY RECOVERY OF PROPERTY	103	01-Apr-2026	18,757.77	18,757.77	0.00	0.00	0.00
	ASSESSMENT SERVICES AND SUPPORT	E	01-Apr-2026					
MUNWATSOL	MUNICIPAL WATER SOLUTIONS							
00241	BYLAW 2024-094	125	04-May-2026	3,729.00	3,729.00	0.00	0.00	0.00
	STORMWATER & WASTEWATER OPERATIONS & MAINT	T	04-May-2026					
00244	CONSULTING	149	02-Jun-2026	2,076.38	2,076.38	0.00	0.00	0.00
		T	02-Jun-2026					
MYFM01	MYFM							
INV-431568	SPONSORSHIP TAGS AND SPONSORED NEW FEBRUARY - MARCH 2026	98	29-Mar-2026	689.30	689.30	0.00	0.00	0.00
		T	29-Mar-2026					
INV-435284	RADIO ADVERTISING -MARCH 30- APRIL 28	102	26-Apr-2026	689.30	689.30	0.00	0.00	0.00
		T	26-Apr-2026					
INV-439429	GAN MINUTES	142	31-May-2026	689.30	689.30	0.00	0.00	0.00
		T	17-Jun-2026					
NAPPO	NAPPO'S SPORTS BAR							
ROPER ROMP	MRS ROPER ROMP	121	01-May-2026	150.00	150.00	0.00	0.00	0.00
	STOP/LOCATION ALLOWANCE	T	01-May-2026					
NGUYDAL	NGUYEN DALENA							
BIA	BIA EVENT SUPPORT	142	28-May-2026	250.00	250.00	0.00	0.00	0.00
		T	28-May-2026					
NOF01	NO FRILLS							
FEB 15 2026	FAMILY DAY	131	15-Feb-2026	378.29	378.29	0.00	0.00	0.00
		C	15-Feb-2026					
NORTHFIRE	NORTHFIRE CIRCUS							
2026 50% 1ST	AUG 2 2026 2 PERFORMANCES - 50% DOWN	131	15-May-2026	889.87	889.87	0.00	0.00	0.00
		T	15-May-2026					
NORTONKN	NORTON KEELAN							
EXP-15/04/2026	HATE CRIME INVESTIGATION	119	15-Apr-2026	175.00	175.00	0.00	0.00	0.00
		T	15-Apr-2026					

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EXP-17/04/2026	RETILE - 4010 COUNTY RD 29	119	17-Apr-2026	40.00	40.00	0.00	0.00	0.00
		T	17-Apr-2026					
NTSDRAMA	NTS DRAMA FESTIVAL							
COMMGRANT C	COMM GRANT PMT IN ERROR AP02761-0030	121	08-May-2026	-2,500.00	-2,500.00	0.00	0.00	0.00
		T	08-May-2026					
MOTION 2026-13	TAP GRANT MOTION 2026-13	121	01-May-2026	7,965.77	7,965.77	0.00	0.00	0.00
		T	01-May-2026					
OFF04	OFFORD PLUMBING							
2534	EASTE END PUMP STN BACKFLOW PREV	125	19-Jan-2026	347.48	347.48	0.00	0.00	0.00
		T	19-Jan-2026					
2535	WEST END PUMP STN BACKFLOW PREV	125	19-Jan-2026	347.48	347.48	0.00	0.00	0.00
		T	19-Jan-2026					
2538	WTP BACKFLOW PREV	125	26-Feb-2026	1,406.85	1,406.85	0.00	0.00	0.00
		T	26-Feb-2026					
2541	BACKFLOW VALVES INSTALLATION 2 KING ST	80	26-Feb-2026	2,437.90	2,437.90	0.00	0.00	0.00
		T	26-Feb-2026					
2542	FROZEN PIPES 110 KATE ST KAYAK	125	26-Feb-2026	76.28	76.28	0.00	0.00	0.00
		T	26-Feb-2026					
2543	HOT WATER ARENA DRESSING ROOMS	121	26-Feb-2026	533.03	533.03	0.00	0.00	0.00
		T	26-Feb-2026					
2545	REPAIRED LEAKING WATERMAIN 561 MACDONALD	74	26-Feb-2026	934.17	934.17	0.00	0.00	0.00
		T	26-Feb-2026					
2638	WOMENS WASHROOM FAUCET	156	04-Feb-2026	420.21	420.21	0.00	0.00	0.00
		T	04-Feb-2026					
2643	WATER CUSTOMS BUILDING	156	06-Apr-2026	418.10	418.10	0.00	0.00	0.00
		T	06-Apr-2026					
OME01	OMERS							
APRIL 2026	OMERS CONTRIBUTION: APRIL 2026	125	11-May-2026	113,740.62	113,740.62	0.00	0.00	0.00
		T	22-May-2026					
EXP-08/04/2026	OMERS CONTRIBUTION: MARCH 2026	94	08-Apr-2026	114,749.96	114,749.96	0.00	0.00	0.00
		T	08-Apr-2026					
MAY 2026	MAY 2026 CONTIBUTIONS	142	03-Jun-2026	113,740.62	113,740.62	0.00	0.00	0.00
		T	17-Jun-2026					
ONT09	ONTARIO EAST ECONOMIC DEVELOPMENT COMMISSION							
3705	OEEDC GENERAL MEMBERSHIP	142	30-Apr-2026	310.75	310.75	0.00	0.00	0.00
		T	30-Apr-2026					
ONT16	ONTARIO ONE CALL							
2026030143	NOTIFICATION SERVICES	119	31-Mar-2026	372.84	372.84	0.00	0.00	0.00
		T	31-Mar-2026					
2026040143	NOTIFICATION SERVICES	125	30-Apr-2026	372.84	372.84	0.00	0.00	0.00
		T	30-May-2026					
2026050143	NOTIFICATION SERVICE	149	31-May-2026	372.84	372.84	0.00	0.00	0.00
		T	17-Jun-2026					
ONT54	ONTARIO LIBRARY ASSOCIATION							
IN000004803	PROVINCIAL ERESOURCES JAN-DEC 2026	94	15-Jan-2026	394.78	394.78	0.00	0.00	0.00
		C	15-Jan-2026					

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IN000005087	OVERDRIVE JAN-DEC 2026 & ADMIN FEE	94 C	15-Jan-2026 15-Jan-2026	2,432.33	2,432.33	0.00	0.00	0.00
ONT55	ONTARIO LIBRARY SERVICE - NORTH							
IN000004803	2026 PROVINCIAL ERESOURCES	156 T	15-Jan-2026 15-Jan-2026	394.78	394.78	0.00	0.00	0.00
ONT59	ONTARIO HOSE SPECIALTIES LTD.							
6038371	EMMA ST HOSE REPLACEMENT	102 T	08-Apr-2026 08-Apr-2026	346.13	346.13	0.00	0.00	0.00
6041294	HOSES	131 T	13-May-2026 11-Jun-2026	498.50	498.50	0.00	0.00	0.00
OPC01	ONTARIO POLICE COLLEGE							
103175	L DICKSON & M GRAHAM FLS-2608	98 C	06-Mar-2026 06-Mar-2026	1,250.00	1,250.00	0.00	0.00	0.00
OPTIC	OPTIC							
OPTIC-2271	ONT POLICE TECHNOLOGY COOPERATIVE	125 T	28-Apr-2026 17-Jun-2026	6,455.69	6,455.69	0.00	0.00	0.00
P38	P38 BUDGET PROPANE`							
00801-616616	FUEL FOR ZAMBONI EDGER	119 T	23-Feb-2026 23-Feb-2026	51.66	51.66	0.00	0.00	0.00
S072341	fuel for zamboni	80 T	10-Mar-2026 10-Mar-2026	398.02	398.02	0.00	0.00	0.00
S072349	fuel for zamboni	80 T	17-Mar-2026 17-Mar-2026	140.92	140.92	0.00	0.00	0.00
S073213	fuel for zamboni	80 T	24-Feb-2026 24-Feb-2026	382.76	382.76	0.00	0.00	0.00
S073425	fuel for zamboni	80 T	31-Mar-2026 31-Mar-2026	312.32	312.32	0.00	0.00	0.00
PAC01	PACIFIC SAFETY PRODUCTS INC							
IN022-000013353	SAFETY VESTS & UNIFORM ACCESSORIES	98 T	27-Mar-2026 27-Mar-2026	1,588.61	1,588.61	0.00	0.00	0.00
PAL01	PALADIN SECURITY GROUP LTD							
1224347	MAY 2026 SECURITY	142 T	31-May-2026 17-Jun-2026	766.68	766.68	0.00	0.00	0.00
PAQART	PAQUIN ARTISTS AGENCY							
38569	AUG 22 CONCERT JOEL STONE PARK	125 T	19-May-2026 28-May-2026	7,500.00	7,500.00	0.00	0.00	0.00
PATEL01	PATEL ASHVINKUMAR							
EXP-27/04/2026	BUILDING PERMIT DEPOSITS 2025-004-641 KING ST E	102 T	27-Apr-2026 27-Apr-2026	750.00	750.00	0.00	0.00	0.00
PET07	RHONDA ROBESON - PETTY CASH							
EXP-21/04/2026	PETTY CASH APRIL 2026	98 C	21-Apr-2026 21-Apr-2026	483.12	483.12	0.00	0.00	0.00
PFH01	FORSYTH HUDSON PAMELA							
EXP-14/04/2026	APRIL PROGRAM FACILITATORS WORKSHOP REFRESHMENTS	121 T	14-Apr-2026 14-Apr-2026	92.18	92.18	0.00	0.00	0.00

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EXP-14/04/2026-	FEBRUARY AND MARCH PROGRAM MATERIALS	121 T	14-Apr-2026 14-Apr-2026	96.46	96.46	0.00	0.00	0.00
PIO01	PIONEER ENERGY A DIVISION OF PARKLAND INDUSTRIES							
APRIL 2026 STM	STATEMENT APRIL 2026	128 E	30-Apr-2026 10-May-2026	8,634.49	8,634.49	0.00	0.00	0.00
MARCH 2026 ST	MARCH 2026 STATEMENT	105 E	31-Mar-2026 31-Mar-2026	8,168.44	8,168.44	0.00	0.00	0.00
MAY2026STMT	PIONEER MAY 2026 STMT	166 E	31-May-2026 31-May-2026	8,817.86	8,817.86	0.00	0.00	0.00
PISTACHIO	PISTACHIO CAFE							
ROPER ROMP	MRS ROPER ROMP STO LOCATION ALLOWANCE	121 T	01-May-2026 01-May-2026	150.00	150.00	0.00	0.00	0.00
PIT01	PITNEY BOWES							
MAY 2026 PAP	MAY 2026 PAP PMT	147 E	31-May-2026 31-May-2026	1,468.51	1,468.51	0.00	0.00	0.00
PJCUST	PJ'S CUSTOM OUTFITTING LTD							
26186	UNIFORMS / CLOTHING MARINA	125 T	19-May-2026 17-Jun-2026	1,800.09	1,800.09	0.00	0.00	0.00
PKNPLAY	PARK N PLAY DESIGN CO LTD							
26280 D	50% DEPOSIT YMCA TURF ADDITION	156 T	31-May-2026 31-May-2026	14,376.58	14,376.58	0.00	0.00	0.00
PMIND	PERFECTMIND INC							
IN2378919	5 YEAR SUBSCRIPTION	94 T	18-Mar-2026 18-Mar-2026	5,650.00	5,650.00	0.00	0.00	0.00
PRIBUSIN	PRIBUSIN INC							
60683	RMT CONTROL SIGNAL INTERFACE	125 T	11-Mar-2026 11-Mar-2026	2,327.80	2,327.80	0.00	0.00	0.00
PRIMEARNA	PRIME ARENA SERVICES INC							
1108	ARENA BOARD CLEANING 2026	121 T	16-Apr-2026 16-Apr-2026	1,525.50	1,525.50	0.00	0.00	0.00
PRIMEAU	PRIMEAU SCOTT							
JUNE 6 2026	WHISKEY ROCKS SATURDAY MARKET BAND	149 T	06-Jun-2026 12-Jun-2026	250.00	250.00	0.00	0.00	0.00
PRO05	PROTECH TRAINING SERVICES INC.							
3211	BRENT & FRANK DRIVER TRAINING	102 T	19-Feb-2026 19-Feb-2026	3,842.00	3,842.00	0.00	0.00	0.00
3254	WORKING AT HEIGHTS FOR CANDY CANE LANE TEAM	119 T	21-Apr-2026 21-Apr-2026	508.50	508.50	0.00	0.00	0.00
3307	CHAINSAW/BRUSH CHIPPER COURSE MAY 12	149 T	28-May-2026 28-May-2026	2,825.00	2,825.00	0.00	0.00	0.00
PT00000191	GIANNAKOURAS NIKOLAOS							
PTREF MAY0526	Refund on PT Account 000 - 02041700.0000	118 T	05-May-2026 05-May-2026	5,972.95	5,972.95	0.00	0.00	0.00
QUI04	QUINTE SEWER SERVICE							

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13789	WASTE WATER DEPT CONTRACTED SEWER SERVICE	94 T	01-Jan-2026 01-Jan-2026	4,638.65	4,638.65	0.00	0.00	0.00
13872	FLUSH & CAMERA VARIOUS SEWER, VARIOUS STREETS	74 T	18-Mar-2026 18-Mar-2026	3,762.90	3,762.90	0.00	0.00	0.00
13896	CAMERA REPORT ON STORM SEWERS	98 T	31-Mar-2026 31-Mar-2026	1,356.00	1,356.00	0.00	0.00	0.00
13918	FLUSHER VACCUM OF NORTH ST CULVERTS	102 T	21-Apr-2026 21-Apr-2026	1,779.75	1,779.75	0.00	0.00	0.00
13942	FLUSH AND SEWER CAMERA AS PER MAP FROM MIKE	119 T	28-Apr-2026 28-Apr-2026	5,101.95	5,101.95	0.00	0.00	0.00
13943	FLUSHER VACCUM CULVERTS AND BASINS VARIOUS LOCATIONS - BROCK MAP	102 T	28-Apr-2026 28-Apr-2026	1,779.75	1,779.75	0.00	0.00	0.00
13970	BEAVER DAM CULVERT	131 T	19-May-2026 19-May-2026	1,779.75	1,779.75	0.00	0.00	0.00
13982	BEAVER DAM	149 T	26-May-2026 17-Jun-2026	1,779.75	1,779.75	0.00	0.00	0.00
RAC02	RACKAIR							
104403	REPAIR OF FURNACE 10 KING ST	119 T	05-Feb-2026 05-Feb-2026	254.25	254.25	0.00	0.00	0.00
104405	SERVICE CALL - NO HEAT	98 T	05-Feb-2026 05-Mar-2026	743.53	743.53	0.00	0.00	0.00
104576	TROUBLESHOOT FURNACE NOT WORKING - TOWNHALL BASEMENT	98 T	23-Mar-2026 23-Mar-2026	1,052.47	1,052.47	0.00	0.00	0.00
104577	REPAIR BASEMENT FURNACE TH	119 T	23-Mar-2026 23-Mar-2026	1,796.70	1,796.70	0.00	0.00	0.00
104692	SERVER ROOM AIR CONDITIONING	149 T	14-May-2026 12-Jun-2026	762.95	762.95	0.00	0.00	0.00
REA01	REALTAX INC.							
114091	130 WATER U 112	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114092	ANNUAL SERVICES "CORE"	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114093	389 KING ST E	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114094	161 KING ST E	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114096	83-93 CHARLES ST N	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114097	62 BROCK	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114098	180 GARDEN ST	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114099	287 SYDENHAM ST	80 T	31-Mar-2026 31-Mar-2026	734.50	734.50	0.00	0.00	0.00
114926	LGGE25-10	119 T	27-Apr-2026 27-Apr-2026	924.34	924.34	0.00	0.00	0.00

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114927	LGGE25-14	119	27-Apr-2026	995.53	995.53	0.00	0.00	0.00
		T	27-Apr-2026					
116188	LGGE24-10	142	25-May-2026	2,248.70	2,248.70	0.00	0.00	0.00
		T	25-May-2026					
144095	100 GARDEN ST	80	31-Mar-2026	734.50	734.50	0.00	0.00	0.00
		T	31-Mar-2026					
REI06	REIFY SOLUTIONS							
RSI-3024	PROJECT EVALUATION	131	26-May-2026	1,695.00	1,695.00	0.00	0.00	0.00
	GPS MOBILE CRISIS	T	17-Jun-2026					
	RESPONSE TEAM							
REL01	RELIANCE COMMERCIAL SOLUTIONS							
APRIL PAP PMT	APRIL PAP PMT	114	30-Apr-2026	29.06	29.06	0.00	0.00	0.00
		E	30-Apr-2026					
JUNE2026PAPPI	JUNE 2026 PAP	168	30-Jun-2026	29.10	29.10	0.00	0.00	0.00
		E	30-Jun-2026					
MAY2026 PAP	MAY PAP PMT	147	31-May-2026	29.06	29.06	0.00	0.00	0.00
		E	31-May-2026					
RENTEAM	RENOVATION TEAM							
1330	SHINGLE ROOF AND	125	16-May-2026	10,961.00	10,961.00	0.00	0.00	0.00
	PAINT UMBRELLA	T	16-May-2026					
RICOH	RICOH CANADA INC.							
SCO95202518	LEASE AND COPY	125	26-Feb-2026	151.21	151.21	0.00	0.00	0.00
		T	26-Mar-2026					
SCO95202539	POLICE SERVICES	98	26-Feb-2026	279.74	279.74	0.00	0.00	0.00
	PRINTER USAGE	T	26-Feb-2026					
SCO95239317	LEASE AND COPY	125	28-Mar-2026	55.04	55.04	0.00	0.00	0.00
		T	28-Apr-2026					
SCO95239318	LEASE AND COPY	125	29-Mar-2026	67.80	67.80	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95239319	COPY AND LEASE	125	28-Mar-2026	94.69	94.69	0.00	0.00	0.00
		T	28-Apr-2026					
SCO95239320	665 CHARLES ST N	102	28-Mar-2026	139.08	139.08	0.00	0.00	0.00
	(ROADS SHOP)	T	28-Mar-2026					
	PRINTING							
SCO95239346	POLICE STATION	98	28-Mar-2026	280.88	280.88	0.00	0.00	0.00
	PRINTER USAGE	T	28-Mar-2026					
SCO95248975	LEASE AND COPY CHG	131	30-Mar-2026	2,682.88	2,682.88	0.00	0.00	0.00
		T	30-Mar-2026					
SCO95272062	COPY AND LEASE CHG	125	29-Apr-2026	74.89	74.89	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95272063	LEASE AND COPY	125	29-Apr-2026	67.80	67.80	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95272064	COPY AND LEASE	125	29-Apr-2026	100.12	100.12	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95272065	COPY & LEASE	125	29-Apr-2026	1,029.41	1,029.41	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95272066	LEASE AND COPY	125	29-Apr-2026	139.08	139.08	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95272067	LEASE AND COPO	125	29-Apr-2026	750.14	750.14	0.00	0.00	0.00
		T	29-Apr-2026					

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SCO95272085	COPY AND LEASE CHG	125	29-Apr-2026	338.37	338.37	0.00	0.00	0.00
		T	29-Apr-2026					
SCO95303423	LEASE AND COPY CHG	142	28-May-2026	156.73	156.73	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303424	LEASE AND COPY CHG	142	28-May-2026	115.67	115.67	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303425	LEASE AND COPY CHG	142	28-May-2026	122.94	122.94	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303426	LEASE AND COPY CHG	142	28-May-2026	116.26	116.26	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303427	LEASE AND COPY CHG	142	28-May-2026	888.79	888.79	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303428	LEASE AND COPY CHG	142	28-May-2026	139.08	139.08	0.00	0.00	0.00
		T	25-Jun-2026					
SCO95303444	LEASE AND COPY CHG	156	28-May-2026	297.36	297.36	0.00	0.00	0.00
		T	25-Jun-2026					
SIV93292503	VISIITOR CENTRE TECH EQUIPMENT	98	27-Feb-2026	353.53	353.53	0.00	0.00	0.00
		T	27-Feb-2026					
RIV14	RIVERSTONE JANITORIAL							
3398	WATER TREATMENT PLANT FEB 2026 JANITORIAL SERVICES	74	23-Feb-2026	641.84	641.84	0.00	0.00	0.00
		T	23-Feb-2026					
3408	WATER TREATMENT PLANT CLEANING MARCH 2026	102	25-Mar-2026	641.84	641.84	0.00	0.00	0.00
		T	25-Mar-2026					
3412	TOWNHALL APRIL 2026 JANITORIAL SERVICES	102	15-Apr-2026	1,525.50	1,525.50	0.00	0.00	0.00
		T	15-Apr-2026					
3413	MONTHLY CLEANING AT ES BUILDING APRIL 2026	102	15-Apr-2026	2,542.50	2,542.50	0.00	0.00	0.00
		T	15-Apr-2026					
3414	MONTHLY CLEANING - PUBLIC WORKS OFFICE APRIL 2026 JANITOR SERVICES	102	15-Apr-2026	339.00	339.00	0.00	0.00	0.00
		T	15-Apr-2026					
3420	APRIL JANITORIAL SERVICES WTP	125	24-Apr-2026	641.84	641.84	0.00	0.00	0.00
		T	24-Apr-2026					
3422	TOWN HALL MAY 2026	125	15-May-2026	1,525.50	1,525.50	0.00	0.00	0.00
		T	15-May-2026					
3423	EMERGENCY SERVICES MAY 2026	125	15-May-2026	2,542.50	2,542.50	0.00	0.00	0.00
		T	15-May-2026					
3424	PW MAY 2026	125	15-May-2026	339.00	339.00	0.00	0.00	0.00
		T	15-May-2026					
3427	JANITORIAL SERVICE MAY	149	26-May-2026	641.84	641.84	0.00	0.00	0.00
		T	17-Jun-2026					
3435	CUSTOMS JUNE 2026	152	15-Jun-2026	113.00	113.00	0.00	0.00	0.00
		T	15-Jun-2026					
ROB01	ROBESON RHONDA							
EXPMAY222026	EXECUTIVE ASSISTANT SYMPOSIUM MAY 25 26	131	22-May-2026	30.00	30.00	0.00	0.00	0.00
		T	22-May-2026					
ROBCO	ROBINSON CONSULTANTS							

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0073982	GANANOQUE 2025 DRAINAGE IMPROVEMENTS CHARLES ST W	94 T	28-Feb-2026 28-Feb-2026	21,637.67	21,637.67	0.00	0.00	0.00
ROGERSTEV	ROGERS STEVEN							
EXP-22/04/2026	RETICLE - BROCKVILLE USE OF FORCE TRAINING	119 T	22-Apr-2026 22-Apr-2026	40.00	40.00	0.00	0.00	0.00
MAY112026PERI	APRIL 27-MAY6	121 T	11-May-2026 11-May-2026	220.00	220.00	0.00	0.00	0.00
ROUTEWARE	ROUTEWARE							
CI-1010612	RECOLLECT COLLECTION CALENDAR 2026 ANNUAL SUPPORT	98 T	13-Apr-2026 13-Apr-2026	4,937.60	4,937.60	0.00	0.00	0.00
ROY04	ROYAL CANADIAN LEGION BR. #92							
ROPER ROMP	MRS ROPER ROMP STOP/LOCATION ALLOWANCE	121 T	01-May-2026 01-May-2026	150.00	150.00	0.00	0.00	0.00
ROY05	THE COMMISSIONER ROYAL CANADIAN MOUNTED POLICE							
1800028612	3 FINGERPRINT SEARCHES	142 T	01-Jun-2026 01-Jun-2026	75.00	75.00	0.00	0.00	0.00
RRSI	REMOTE ROBOTIC SYSTEMS INC.							
INV-002201	AIRDATA FLEET MANAGEMENT 1 YR SUBSCRIPTION	102 T	08-Apr-2026 08-Apr-2026	4,230.72	4,230.72	0.00	0.00	0.00
SAI09	SAI GLOBAL							
1008528095	DRINKING WATER QUALITY MANAGEMENT	94 T	06-Apr-2026 06-Apr-2026	2,260.00	2,260.00	0.00	0.00	0.00
SAN02	SANIGEAR INC.							
21902	GEAR GUARD 4	125 T	13-Mar-2026 13-Mar-2026	271.77	271.77	0.00	0.00	0.00
SANSELL	SHARON ANSELL							
#5 MAY 2026	MAY 2026 COORDINATOR FEE	125 T	01-May-2026 01-May-2026	1,920.00	1,920.00	0.00	0.00	0.00
2026-03-31	MAC BOOK AND PRINTER PURCHASE REIMBURSEMENT	74 T	31-Mar-2026 31-Mar-2026	1,290.72	1,290.72	0.00	0.00	0.00
2026-04	80 HOURS MARCH 24-APRIL 24 20 EVENT PLAN, 10 MEETINGS, SOCIAL MEDIA 40, ADMIN 10	102 T	28-Apr-2026 28-Apr-2026	1,920.00	1,920.00	0.00	0.00	0.00
6 2026	MAY 24 - JUNE 24 2026	152 T	15-Jun-2026 15-Jun-2026	1,920.00	1,920.00	0.00	0.00	0.00
EXP-27/04/2026	WIRELESS MOUSE AND LAPTOP SLEEVE	102 T	27-Apr-2026 27-Apr-2026	54.22	54.22	0.00	0.00	0.00
EXPMAY292026	WITCHES NIGHT OUT DEPOSIT TROLLEY	142 T	29-May-2026 29-May-2026	300.00	300.00	0.00	0.00	0.00
SELCI	SELCI PROPERTIES INC							
REFUND BP2022	BP2022-031 460 HENRIETTA REFUND	149 T	09-Jun-2026 09-Jun-2026	750.00	750.00	0.00	0.00	0.00
SELLECK	SELLECT TRUCK & TRAILER REPAIR							

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141029	CHEV SILVARADO	74	18-Mar-2026	392.96	392.96	0.00	0.00	0.00
	ANNUAL INSPECTION	T	18-Mar-2026					
141030	flat deck trailer	74	18-Mar-2026	486.56	486.56	0.00	0.00	0.00
		T	18-Mar-2026					
141390	EMISSIONS TEST	125	17-Apr-2026	169.50	169.50	0.00	0.00	0.00
	INSPECTION	T	17-May-2026					
141750	SERVICE 2009	131	05-May-2026	1,412.99	1,412.99	0.00	0.00	0.00
	FREIGHTLINER	T	02-Jun-2026					
SER09	SERVICEMASTER RESTORE							
BP2025-047	BP2025-047 533	149	09-Jun-2026	750.00	750.00	0.00	0.00	0.00
	GARDEN REFUND	T	09-Jun-2026					
SEXAAOFont	SEXUAL ASSAULT INVESTIGATORS ASS OF							
5	ANNUAL SAIAO	142	07-May-2026	325.00	325.00	0.00	0.00	0.00
	MEMBERSHIP FEE	T	21-May-2026					
SLA03	SLACK COLIN							
JUNE252026	GAN FARMERS MARKET	156	22-Jun-2026	250.00	250.00	0.00	0.00	0.00
	JUNE 25 2026	T	25-Jun-2026					
SOMMERS	SOMMERS GENERATOR SYSTEMS							
148284	ANNUAL SERVICE	125	13-May-2026	1,540.05	1,540.05	0.00	0.00	0.00
		T	12-Jun-2026					
148969	SEMI-ANNUAL	142	28-May-2026	391.70	391.70	0.00	0.00	0.00
	INSPECTION	T	17-Jun-2026					
SOU03	SOUTHEASTERN TELECOMMUNICATION							
55385	CONVENIENCE STORE	102	27-Apr-2026	451.99	451.99	0.00	0.00	0.00
	- SERVICES UPDATE	T	27-Apr-2026					
55617	CONVENIENCE STORE	125	13-May-2026	239.56	239.56	0.00	0.00	0.00
		T	12-Jun-2026					
55618	NVR LABOUR	131	13-May-2026	459.91	459.91	0.00	0.00	0.00
		T	10-Jun-2026					
55637	PHONE JACK CBO	149	26-May-2026	161.03	161.03	0.00	0.00	0.00
	OFFICE	T	12-Jun-2026					
STA02	STANTEC CONSULTING LTD. (SCL)							
2067794	BYLAW 2024-001	121	01-Jan-2026	7,443.08	7,443.08	0.00	0.00	0.00
	REHAB ARTHUR ST	T	01-Jan-2026					
	PHASE 2 2025							
2099656	BYLAW 2024-001	121	17-Apr-2026	16,579.64	16,579.64	0.00	0.00	0.00
	REHAB ARTHUR ST	T	17-Apr-2026					
	PHASE 2							
2108225	BYLAW 2023-080	149	26-May-2026	7,224.09	7,224.09	0.00	0.00	0.00
	REHAB ARTHUR ST PH	T	17-Jun-2026					
	2							
STE01	STEACY CAROLE							
EXP01062026	NG 911 TRAINING	142	01-Jun-2026	205.00	205.00	0.00	0.00	0.00
	JUNE 1-3	T	01-Jun-2026					
EXPMAY192026	FREEDOM INFORMATIOI	131	19-May-2026	220.00	220.00	0.00	0.00	0.00
	CONF MAY 24-27TH	T	19-May-2026					
STL01	ST LAWRENCE LODGE							
2026-Q1	quarterly levy jan-	74	31-Mar-2026	13,314.00	13,314.00	0.00	0.00	0.00
	mar 2026	T	31-Mar-2026					

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2026-Q2	2026-Q2 QUARTERLY LEVY APRIL-JUNE 2026	149 T	01-Jun-2026 25-Jun-2026	13,314.00	13,314.00	0.00	0.00	0.00
STL05	ST. LAWRENCE TESTING & INSPECTION CO. LTD.							
26D145	BYLAW 2024-002 VIEWING PLATFORM TESTING & INSPECTION SERVICES	149 T	26-May-2026 17-Jun-2026	1,921.00	1,921.00	0.00	0.00	0.00
STL06	ST. LAWRENCE WILDLIFE & PEST CONTROL SERVICES							
#255755	SPRAY EXTERIOR ANT PROBLEM	152 T	16-May-2026 16-May-2026	254.25	254.25	0.00	0.00	0.00
254445	MONTHLY PEST CONTROL - 110 KATE ST FEB 2026	121 T	10-Feb-2026 10-Feb-2026	67.80	67.80	0.00	0.00	0.00
254609	MONTHLY PEST CONTROL TH FEB 2026	121 T	12-Feb-2026 12-Feb-2026	67.80	67.80	0.00	0.00	0.00
254610	MONTHLY PEST CONTROL 10 KING ST FEB 2026	121 T	12-Feb-2026 12-Feb-2026	50.85	50.85	0.00	0.00	0.00
254611	MONTHLY PEST CONTROL PW FEB 2026	121 T	12-Feb-2026 12-Feb-2026	67.80	67.80	0.00	0.00	0.00
254612	MONTHLY PEST CONTROL ES BUILDING FEB 2026	121 T	12-Feb-2026 12-Feb-2026	56.50	56.50	0.00	0.00	0.00
254614	MONTHLY PEST CONTROL ARENA FEB 2026	121 T	12-Feb-2026 12-Feb-2026	67.80	67.80	0.00	0.00	0.00
254974	MONTHLY PEST CONTROL 10 KING ST MARCH 2026	94 T	25-Mar-2026 25-Mar-2026	50.85	50.85	0.00	0.00	0.00
254976	monthly pest control ES building march 2026	80 T	25-Mar-2026 25-Mar-2026	56.50	56.50	0.00	0.00	0.00
254977	monthly arena pest controle	80 T	25-Mar-2026 25-Mar-2026	67.80	67.80	0.00	0.00	0.00
254978	MONTHLY PEST CONTROL 110 KATE ST MARCH 2026	121 T	31-Mar-2026 31-Mar-2026	67.80	67.80	0.00	0.00	0.00
254980	MONTHLY PEST CONTROL PW MARCH 2026	94 T	25-Mar-2026 25-Mar-2026	67.80	67.80	0.00	0.00	0.00
255326	APRIL 2026 MONTHLY PEST CONTROL - TOWNHALL	119 T	28-Apr-2026 28-Apr-2026	67.80	67.80	0.00	0.00	0.00
255327	APRIL 2026 MONTHLY PEST CONTROL - 10 KING	119 T	28-Apr-2026 28-Apr-2026	50.85	50.85	0.00	0.00	0.00
255328	APRIL 2026 - MONTHLY PEST CONTROL - PW	119 T	28-Apr-2026 28-Apr-2026	67.80	67.80	0.00	0.00	0.00
255329	APRIL 2026- MONTHLY PEST CONTROL - 400	119 T	28-Apr-2026 28-Apr-2026	67.80	67.80	0.00	0.00	0.00

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	STONE ST							
255331	56.50	119 T	28-Apr-2026 28-Apr-2026	56.50	56.50	0.00	0.00	0.00
255332	ARENA MONTHLY PEST CONTROL	125 T	28-Apr-2026 28-Apr-2026	67.80	67.80	0.00	0.00	0.00
255334	APRIL 2026 MONTHLY PEST CONTROL - 110 KATE ST	119 T	28-Apr-2026 28-Apr-2026	67.80	67.80	0.00	0.00	0.00
256115	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	67.80	67.80	0.00	0.00	0.00
256116	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	50.85	50.85	0.00	0.00	0.00
256117	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	67.80	67.80	0.00	0.00	0.00
256118	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	67.80	67.80	0.00	0.00	0.00
256119	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	67.80	67.80	0.00	0.00	0.00
256120	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	56.50	56.50	0.00	0.00	0.00
256121	MONTHLY PEST CONTROL	142 T	29-May-2026 29-May-2026	67.80	67.80	0.00	0.00	0.00
STMP000606	KEYES LAURIE ELAINE							
UBREFMAY0426	Refund on account 007-00201162-000.	109 C	04-May-2026 04-May-2026	1,108.68	1,108.68	0.00	0.00	0.00
STMP000607	BRENNAN CHRISTINE							
UBREFMAY0426	Refund on account 003-00100983-006.	110 T	04-May-2026 04-May-2026	20.40	20.40	0.00	0.00	0.00
STMP000608	SHEAN PATRICIA ANN							
UBREFJUN0426	Refund on account 002-00100806-000.	143 T	04-Jun-2026 04-Jun-2026	555.89	555.89	0.00	0.00	0.00
STMP000609	DESHARNAIS JOSEPH							
UBREFJUN0526	Refund on account 012-00301550-003.	146 T	05-Jun-2026 05-Jun-2026	174.93	174.93	0.00	0.00	0.00
STMP000610	FEHR ROBERT							
UBREFJUN2226	Refund on account 003-00100933-001.	157 T	22-Jun-2026 22-Jun-2026	2,008.18	2,008.18	0.00	0.00	0.00
STO001	2661687 ONTARIO INC. STONEWATER PUB							
REFUND	REFUND PATIO FEE / SHORT T ACC FEE	142 T	14-May-2026 14-May-2026	310.00	310.00	0.00	0.00	0.00
STO03	STONE'S MILL INVESTMENTS LTD							
RENT- 20261058	STONE'S MILLS INVESTMENTS- 2026 RENT	82 T	01-Apr-2026 01-Apr-2026	5,311.00	5,311.00	0.00	0.00	0.00
RENT- 20261061	STONE'S MILLS INVESTMENTS- 2026 RENT	116 T	01-May-2026 01-May-2026	5,311.00	5,311.00	0.00	0.00	0.00
RENT- 20261065	STONE'S MILLS INVESTMENTS- 2026 RENT	137 T	01-Jun-2026 01-Jun-2026	5,311.00	5,311.00	0.00	0.00	0.00

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STRONGBR1	STRONG BROS GENERAL CONTRACTING LTD							
KINGBR-005	BYLAW 2025-052 KING ST BRIDGE	125 T	30-Apr-2026 28-May-2026	164,332.15	164,332.15	0.00	0.00	0.00
KINGBR-006	KING ST BRIDGE	156 T	03-Jun-2026 25-Jun-2026	98,425.31	98,425.31	0.00	0.00	0.00
STRUNZR	STRUNZ RUTH							
BP2025-085	BP REFUND 2025-085 289 SYDENHAM	156 T	22-Jun-2026 22-Jun-2026	750.00	750.00	0.00	0.00	0.00
SUGAR	49 E PARALLELLE-SUGARCRUSH							
LEFESTIVILES C	DEPOSIT AUG 1 2026 LEFESTIVILES	142 T	02-Jun-2026 02-Jun-2026	3,000.00	3,000.00	0.00	0.00	0.00
SUP03	SUPREME CLEANING							
345341	JAN 2026 CLEANING FEE	121 T	31-Jan-2026 31-Jan-2026	565.00	565.00	0.00	0.00	0.00
345346	FEBRUARY 2026 LIBRARY CLEANING FEE	121 T	28-Feb-2026 28-Feb-2026	565.00	565.00	0.00	0.00	0.00
345348	MARCH 2026 LIBRARY CLEANING FEE	121 T	30-Mar-2026 30-Mar-2026	565.00	565.00	0.00	0.00	0.00
444854	APRIL 2026 LIBRARY CLEANING	149 T	30-Apr-2026 30-May-2026	565.00	565.00	0.00	0.00	0.00
444860	MAY 2026 LIBRARY CLEANING	149 T	31-May-2026 25-Jun-2026	565.00	565.00	0.00	0.00	0.00
SWA01	SWANN RICHARD							
EXPMAY222026	CISO GOVERNING BODY MEETING MAY 20-21	125 T	22-May-2026 22-May-2026	369.94	369.94	0.00	0.00	0.00
SWE01	G TACKABERRY & SONS CONSTRUCTION COMPANY LTD							
G-0099690	FINE COLD MIX	125 T	11-May-2026 11-May-2026	1,194.92	1,194.92	0.00	0.00	0.00
SWEEPER	SWEEPER PART SALES							
44311	SUPPLIES	149 T	29-May-2026 17-Jun-2026	1,054.43	1,054.43	0.00	0.00	0.00
SWI01	SWISH MAINTENANCE LIMITED							
K753373	CLEANING SUPPLIES, PAPER PRODUCTS, TP, PAPERTOWEL - ARENA	74 T	09-Mar-2026 09-Mar-2026	549.96	549.96	0.00	0.00	0.00
K753749	PAPER TOWEL	121 T	16-Mar-2026 16-Mar-2026	93.93	93.93	0.00	0.00	0.00
K754438	nitrile gloves for arena	102 T	30-Mar-2026 30-Mar-2026	28.91	28.91	0.00	0.00	0.00
K754738	ARENA CLEANING SUPPLIES AND GARBAGE BAGS	98 T	06-Apr-2026 06-Apr-2026	174.56	174.56	0.00	0.00	0.00
K755682	SUPPLIES	125 T	22-Apr-2026 22-May-2026	251.11	251.11	0.00	0.00	0.00
K755924	SUPPLIES	125 T	27-Apr-2026 27-May-2026	323.70	323.70	0.00	0.00	0.00
K756329	SUPPLIES	125 T	04-May-2026 03-Jun-2026	268.12	268.12	0.00	0.00	0.00

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K756331	SUPPLIES	125	04-May-2026 T 03-Jun-2026	2,706.82	2,706.82	0.00	0.00	0.00
K756734	SUPPLIES	125	11-May-2026 T 10-Jun-2026	51.16	51.16	0.00	0.00	0.00
K756735	SUPPLIES	125	11-May-2026 T 10-Jun-2026	291.21	291.21	0.00	0.00	0.00
K757663	SUPPLIES	142	27-May-2026 T 17-Jun-2026	68.55	68.55	0.00	0.00	0.00
K758144	SUPPLIES	142	03-Jun-2026 T 17-Jun-2026	445.69	445.69	0.00	0.00	0.00
SYNFIT	SYNERGY FITNESS KINGSTON INC. O/A BLACK GOLD MATS							
2376	52 MATS	149	10-Jun-2026 T 18-Jun-2026	4,260.10	4,260.10	0.00	0.00	0.00
TAC02	G. TACKABERRY & SONS CONSTRUCTION CO. LTD.							
S-0095009	GRAN A GRAVEL	131	14-May-2026 T 12-Jun-2026	824.37	824.37	0.00	0.00	0.00
TDONALD	T DONALDSON CONSTRUCTION LTD							
4465	BYLAW 2025-112 REHABILITATION 3 TOWN GATES	125	16-Apr-2026 T 16-May-2026	110,414.22	110,414.22	0.00	0.00	0.00
TEA01	TEAM SOLUTIONS							
J044093	STN 2 3 AND STONE	149	28-May-2026 T 25-Jun-2026	6,814.33	6,814.33	0.00	0.00	0.00
J044124	VAC PUMP STN	149	29-May-2026 T 25-Jun-2026	5,483.28	5,483.28	0.00	0.00	0.00
TEL03	TELIZON INC.							
APR PAP PMT	APRIL PAP PMT	114	30-Apr-2026 E 30-Apr-2026	4,326.43	4,326.43	0.00	0.00	0.00
JUNE2026PAPPI	JUNE 2026 PAP PMTS	168	30-Jun-2026 E 30-Jun-2026	2,161.91	2,161.91	0.00	0.00	0.00
MAY2026 PAP	MAY 2026 PAP PMT	147	31-May-2026 E 31-May-2026	2,161.47	2,161.47	0.00	0.00	0.00
TEN01	TENNANT'S WELDING							
55977	HITCH RACK SNOW BLOWER RAMP	131	01-May-2026 T 01-May-2026	580.76	580.76	0.00	0.00	0.00
56162	HYDTRANT TOOL	94	19-Mar-2026 T 19-Mar-2026	195.23	195.23	0.00	0.00	0.00
56342	GUARD FOR GRINDER	131	13-May-2026 T 11-Jun-2026	608.82	608.82	0.00	0.00	0.00
56362	FAB NEW SHOES FOR PLOW	149	20-May-2026 T 17-Jun-2026	1,358.20	1,358.20	0.00	0.00	0.00
56369	MARINA SIGN POST	131	21-May-2026 T 17-Jun-2026	1,924.53	1,924.53	0.00	0.00	0.00
TGCFR	TOP GUN CHARITY FUN RUN							
MOTION2026-12	TAP GRANT - TOP GUN FUN RUN	119	02-Mar-2026 T 02-Mar-2026	21,235.56	21,235.56	0.00	0.00	0.00
THE06	THE SHOE NETWORK INC.							
26700	HIGH BOOTS	131	06-May-2026 T 28-May-2026	214.70	214.70	0.00	0.00	0.00

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THE40	THE HYBRID CONSTRUCTION GROUP LTD.							
12829	WATER ST SEWER SPS:	74	24-Feb-2026	627.15	627.15	0.00	0.00	0.00
	PUMP REINSTALL	T	26-Mar-2026					
12900	105 OAK ST -	94	23-Mar-2026	1,943.60	1,943.60	0.00	0.00	0.00
	WATERMAIN REPAIR	T	23-Mar-2026					
THIESSENW	THIESSEN WILLIAM							
EXP MAY272026	[REDACTED]	131	27-May-2026	218.72	218.72	0.00	0.00	0.00
		T	27-May-2026					
THISASS	THOUSAND ISLAND ASSOCIATI ON							
CG2026	PRESERVING THE BLUE	119	30-Jan-2026	2,860.00	2,860.00	0.00	0.00	0.00
	WATER TRAIL OF	T	30-Apr-2026					
	ROCK SHOAL MARKING FOR LOCAL TOURISM AND COMMUNITY RECREATION							
THO08	THOUSAND ISLANDS PLAYHOUSE							
#26-UD-C9HP	AD FARMERS MARKET	125	14-May-2026	423.75	423.75	0.00	0.00	0.00
		T	13-Jun-2026					
THO09	THOMSON REUTERS CANADA							
853746919	SUBSCRIPTION CHGS	156	02-Jun-2026	115.50	115.50	0.00	0.00	0.00
		T	25-Jun-2026					
TKE01	TK ELEVATOR (CANADA) LIMITED							
2931091	TOWN HALL	131	01-Apr-2026	556.74	556.74	0.00	0.00	0.00
	MAINTENANCE	T	01-May-2026					
2950083	MONTHLY ELEVATOR	125	01-May-2026	556.74	556.74	0.00	0.00	0.00
	MAIN	T	30-May-2026					
2964964	FUELCHARGE MONTHLY	125	01-May-2026	248.60	248.60	0.00	0.00	0.00
	MAINT	T	30-May-2026					
2982958	MONTHLY ELEVATOR	142	01-Jun-2026	556.74	556.74	0.00	0.00	0.00
	MAINT	T	17-Jun-2026					
TLT02	T.L.T.I.							
2026-058	NFPA 1021 FIRE	125	19-May-2026	680.00	680.00	0.00	0.00	0.00
	OFFICER LEV 1 MAY	T	19-May-2026					
	8-10 3 PART							
2026-063	NFPA 470 HAZMAT	125	19-May-2026	2,720.00	2,720.00	0.00	0.00	0.00
	OPERATIONS APR	T	19-May-2026					
	18-26 8 PARTICIPANTS							
TNP01	TEAM NELSON PROMOTIONS INC.							
108007	STAFF CLOTHING	80	11-Mar-2026	784.75	784.75	0.00	0.00	0.00
		T	11-Mar-2026					
108096	CLOTHING	125	14-May-2026	101.64	101.64	0.00	0.00	0.00
		T	13-Jun-2026					
TOLDENG	THE OLD ENGLISH PUB							
ROPER ROMP	MRS ROPER ROMP FOO	121	11-May-2026	150.00	150.00	0.00	0.00	0.00
	REIMBURSEMENT FOR	T	11-May-2026					
	EVENT							
TOW04	TOWN OF GANANOQUE							
MAY2026 PAP PI	TAXES PAP PMT	147	31-May-2026	4,477.20	4,477.20	0.00	0.00	0.00
		E	31-May-2026					
MAYPAP PMT	WATER MAY PAP PMT	147	31-May-2026	30,325.19	30,325.19	0.00	0.00	0.00
		E	31-May-2026					
TOW06	TOWN OF SMITH FALLS							

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PEER EXP	REIMB PEER SUPPORT LUNCH	121 T	01-May-2026 01-May-2026	136.50	136.50	0.00	0.00	0.00
TRA05	TRAFFORD AMANDA							
EXPAPRMAY202	APRIL MAY EXPENSES	121 T	12-May-2026 12-May-2026	455.30	455.30	0.00	0.00	0.00
EXPJUNE82026	JUNE 2026 EXPENSES	149 T	08-Jun-2026 08-Jun-2026	431.82	431.82	0.00	0.00	0.00
TRA08	TRACKMATICS INC.							
44774	MONTHLY MONITORING	149 T	03-May-2026 03-May-2026	498.33	498.33	0.00	0.00	0.00
44901	MONTHLY MONITORING	149 T	04-May-2026 04-May-2026	498.33	498.33	0.00	0.00	0.00
44987	MONTHLY MONITORIN	125 T	05-May-2026 04-Jun-2026	542.40	542.40	0.00	0.00	0.00
TWO03	TWO RIVER SERVICES							
46	WEBSITE MAINTENANCE - QUARTERLY ADMINISTRATION	98 T	23-Mar-2026 10-Apr-2026	1,000.00	1,000.00	0.00	0.00	0.00
ULI01	ULINE							
17721066	SUPPLIES	125 T	05-Mar-2026 05-Mar-2026	271.39	271.39	0.00	0.00	0.00
17833811	TOWN FACILITIES SUPPLIES	74 T	26-Mar-2026 26-Mar-2026	6,180.25	6,180.25	0.00	0.00	0.00
17936359	WHEEL BARROW, TRASH CAN INSERT, REPLACEMENT SIGNAGE	121 T	15-Apr-2026 15-Apr-2026	1,202.81	1,202.81	0.00	0.00	0.00
17980636	CROWD CONTROL POST	149 T	22-Apr-2026 22-May-2026	1,421.79	1,421.79	0.00	0.00	0.00
17993076	MARINA SUPPLIES	125 T	24-Apr-2026 22-May-2026	1,060.55	1,060.55	0.00	0.00	0.00
CR17721066	DUP PMT EFT AND MC	131 T	05-Mar-2026 05-Mar-2026	-271.39	-271.39	0.00	0.00	0.00
UNI02	ENBRIDGE GAS (UNION GAS)							
APRIL PAP PMT	APRIL PAP PMTS	114 E	30-Apr-2026 30-Apr-2026	6,806.72	6,806.72	0.00	0.00	0.00
JUNE2026PAP	JUNE 2026 PAP PMTS	168 E	30-Jun-2026 30-Jun-2026	2,811.80	2,811.80	0.00	0.00	0.00
MAY PAP PMT	MAY 2026 PAP PMT	147 E	31-May-2026 31-May-2026	14,802.97	14,802.97	0.00	0.00	0.00
UNI03	UNITED COUNTIES OF LEEDS AND GRENVILLE							
INV00000000021	DEC 31 INV HEALTH WORKFORCE INNOVATION NOV AND DEC	142 T	01-Apr-2026 01-Apr-2026	1,636.58	1,636.58	0.00	0.00	0.00
INV00000000021	health workforce innovation JAN 2026	80 T	28-Feb-2026 28-Feb-2026	818.29	818.29	0.00	0.00	0.00
INV00000000021	HHW COLLECTION	94 T	01-Jan-2026 01-Jan-2026	8,147.23	8,147.23	0.00	0.00	0.00
INV00000000021	HEALTH WORKFORCE INN FEB 2026	121 T	17-Mar-2026 17-Mar-2026	818.29	818.29	0.00	0.00	0.00

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INV00000000021	JSC LEVEY - GANANOQUE APRIL 2026	119 T	01-Apr-2026 01-Apr-2026	97,492.04	97,492.04	0.00	0.00	0.00
INV00000000021	JOINT COMPLIANCE AUDIT COMMITTEE ANNUAL RETAINER	94 T	01-Jan-2026 01-Jan-2026	184.62	184.62	0.00	0.00	0.00
INV00000000021	32 WALL STREET PARKING ANNUAL PASS	121 T	14-Apr-2026 14-Apr-2026	501.72	501.72	0.00	0.00	0.00
INV00000000021	JSC LEVY MAY 2026	125 T	01-May-2026 28-May-2026	84,363.26	84,363.26	0.00	0.00	0.00
INV00000000021	HEALTH WORKFORCE INNOVATION MARCH 2026	125 T	01-May-2026 28-May-2026	818.29	818.29	0.00	0.00	0.00
INV00000000021	JSC LEVY 2026	137 T	01-Jun-2026 01-Jun-2026	84,363.26	84,363.26	0.00	0.00	0.00
UN111	UNITED RENTALS OF CANADA INC							
261307291-002	LIFT RENTAL - 50% INSTALL OF MULTIUCE COURT WINDSCREEN & ARENA EAVESTROUGH CLEANING	119 T	07-May-2026 07-May-2026	915.30	915.30	0.00	0.00	0.00
UN116	UNIVERSAL SUPPLY GROUP							
107-263096	RETURN OF AMBER/BLUE LIGHT	74 T	18-Feb-2026 18-Feb-2026	-161.32	-161.32	0.00	0.00	0.00
107-263829	OIL HAND PUMP FOR REFRIDGERATION ROOM COMPRESSORS	119 T	26-Feb-2026 26-Feb-2026	108.47	108.47	0.00	0.00	0.00
107-264719	MINIBAR LIGHT FOR 2025 SKID STEER	74 T	09-Mar-2026 09-Mar-2026	376.74	376.74	0.00	0.00	0.00
107-264898	shop supplies	74 T	11-Mar-2026 11-Mar-2026	127.60	127.60	0.00	0.00	0.00
107-264899	SHRINK TUBE FOR SHOP	98 T	11-Mar-2026 11-Mar-2026	9.24	9.24	0.00	0.00	0.00
107-264899CR	DUPLIC PMT	142 T	22-May-2026 22-May-2026	-9.24	-9.24	0.00	0.00	0.00
107-265031	OIL & FILTER CHANGE	94 T	12-Mar-2026 12-Mar-2026	84.63	84.63	0.00	0.00	0.00
107-265287	D3M & OIL CHANGE	94 T	16-Mar-2026 16-Mar-2026	262.51	262.51	0.00	0.00	0.00
107-266254	BATTERY REPLACEMEN	94 T	26-Mar-2026 26-Mar-2026	478.33	478.33	0.00	0.00	0.00
107-266536	BREAK CALIPER AND PISTON REPAIR	94 T	30-Mar-2026 30-Mar-2026	374.47	374.47	0.00	0.00	0.00
107-266576	ZERC FITTING FOR GREASING HYDRANTS	94 T	30-Mar-2026 30-Mar-2026	17.28	17.28	0.00	0.00	0.00
107-266586	BRAKE HOSE REPLACEMENT	94 T	30-Mar-2026 30-Mar-2026	66.21	66.21	0.00	0.00	0.00
107-266618	LED LIGHT KIT	94 T	31-Mar-2026 31-Mar-2026	39.56	39.56	0.00	0.00	0.00
107-266645	BREAK FLUID	94 T	31-Mar-2026 31-Mar-2026	16.03	16.03	0.00	0.00	0.00
107-266852	5 RACHET STRAPS	102 T	01-Apr-2026 01-Apr-2026	281.94	281.94	0.00	0.00	0.00

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Vendor Invoice	Vendor Name Description	Batch/ Pay Medium Code	Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
107-266853	CREDIT MEMO FOR CANCELLED ORDER-BREAK CALIPERS	102 T	01-Apr-2026 01-Apr-2026	-374.47	-374.47	0.00	0.00	0.00
107-268261	anti freeze and hydraulic fluid for mowers	119 T	16-Apr-2026 16-Apr-2026	20.13	20.13	0.00	0.00	0.00
107-268268	RETURN FROM 107-268261 & EXCHANGE FOR CORRECT MATERIALS	119 T	16-Apr-2026 16-Apr-2026	9.19	9.19	0.00	0.00	0.00
107-268499	garage supplies	74 T	11-Mar-2026 11-Mar-2026	9.24	9.24	0.00	0.00	0.00
107-268667	CABLE TIES FOR WIND SCREENS MULTI USE COURTS	119 T	21-Apr-2026 21-Apr-2026	322.90	322.90	0.00	0.00	0.00
107-268700	SHOP VEHICLE MAINTENANCE SUPPLIES	102 T	21-Apr-2026 21-Apr-2026	53.64	53.64	0.00	0.00	0.00
107-270054	LIGHT BARS BACKRACK	125 T	01-May-2026 30-May-2026	3,411.70	3,411.70	0.00	0.00	0.00
107-270058	TOOL BOX AND FUEL TANK AND PUMP	125 T	01-May-2026 30-May-2026	2,897.50	2,897.50	0.00	0.00	0.00
107-270190	REPLACEMENT BATTER KUBOTA	125 T	04-May-2026 03-Jun-2026	229.50	229.50	0.00	0.00	0.00
107-270390	12A RECHARGE	125 T	05-May-2026 04-Jun-2026	99.76	99.76	0.00	0.00	0.00
107-271204	SUPPLIES	131 T	13-May-2026 11-Jun-2026	31.62	31.62	0.00	0.00	0.00
107-271348	SYENITE	131 T	14-May-2026 12-Jun-2026	4.18	4.18	0.00	0.00	0.00
107-272724	RECEIVER MT	149 T	27-May-2026 17-Jun-2026	187.57	187.57	0.00	0.00	0.00
107-272725	TUBE	149 T	27-May-2026 17-Jun-2026	15.24	15.24	0.00	0.00	0.00
107-272958	CABLE TIE	149 T	28-May-2026 17-Jun-2026	38.63	38.63	0.00	0.00	0.00
107-273229	PLIERS	149 T	01-Jun-2026 17-Jun-2026	114.64	114.64	0.00	0.00	0.00
107-273375	GLOVES	149 T	02-Jun-2026 17-Jun-2026	109.46	109.46	0.00	0.00	0.00
UPP01	UPPER CANADA DISTRICT SCHOOL BOARD							
2ND QTR 2026	2ND QTR PMT	149 T	02-Jun-2026 17-Jun-2026	313,949.00	313,949.00	0.00	0.00	0.00
UPP02	UPPER CANADA OFFICE SYSTEMS							
466825	COPY CHARGES - LIBRARY	119 T	24-Feb-2026 24-Feb-2026	65.51	65.51	0.00	0.00	0.00
468381	PRINTER/COPIER RENTAL FEES	94 T	23-Mar-2026 23-Mar-2026	102.05	102.05	0.00	0.00	0.00
469791	QUAIDENT INK CARTRIDGE	121 T	20-Apr-2026 20-Apr-2026	212.44	212.44	0.00	0.00	0.00
470258	COPY CHARGE	125 T	22-Apr-2026 22-May-2026	130.25	130.25	0.00	0.00	0.00



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472067	COPY CHARGE	149 T	22-May-2026 17-Jun-2026	117.51	117.51	0.00	0.00	0.00
47222	DREAM ROUTER 7	149 T	28-May-2026 17-Jun-2026	1,163.90	1,163.90	0.00	0.00	0.00
UPP04	UPPER CANADA ELEVATORS							
35672	QUARTERLY ELEVATOR MAINTENANCE ARENA APRIL 2026	94 T	02-Apr-2026 02-Apr-2026	298.75	298.75	0.00	0.00	0.00
UPP06	UPPER CANADA FAMILY HEALTH TEAM							
25MILLLEASE10	MONTHLY LEASE 25 MILL STREET	82 T	01-Apr-2026 01-Apr-2026	93.96	93.96	0.00	0.00	0.00
25MILLLEASE10	MONTHLY LEASE 25 MILL STREET	116 T	01-May-2026 01-May-2026	93.96	93.96	0.00	0.00	0.00
25MILLLEASE10	MONTHLY LEASE 25 MILL STREET	137 T	01-Jun-2026 01-Jun-2026	93.96	93.96	0.00	0.00	0.00
VAN02	VANDUSEN TRACI W.							
EXPMAY202026	COFFEE SUPPLIES	125 T	20-May-2026 20-May-2026	31.97	31.97	0.00	0.00	0.00
VOILA	VOILA CONCERTS /SWING INC							
1004	DEPOSIT 50% JULY 31 2026 FESTIVILES	131 T	21-May-2026 21-May-2026	1,695.00	1,695.00	0.00	0.00	0.00
1004 DEP BALAN	SHORT PAID DEPOSIT	142 T	21-May-2026 21-May-2026	1,695.00	1,695.00	0.00	0.00	0.00
WEBS01	WEBSTER CATHERINE							
PT00000190	PT OVERPAYMENT REFUND	74 T	25-Mar-2026 25-Mar-2026	10,980.00	10,980.00	0.00	0.00	0.00
WEEKC	WEEKES CAROL							
REDHANDED20	JUNE 13 TOWN HALL PARK LIVE MUSIC	152 T	13-Jun-2026 13-Jun-2026	250.00	250.00	0.00	0.00	0.00
WESHARE	WE SHARE SUPPLY INC.							
108977	EYE WASH REPLACEMENT BOTTLES - CORK BOARD, ARENA	119 T	13-Mar-2026 13-Mar-2026	209.91	209.91	0.00	0.00	0.00
109046	UTLITIES SUPPLIES	119 T	31-Mar-2026 31-Mar-2026	38.25	38.25	0.00	0.00	0.00
109052	ANTI SLIP SHOE COVERS	94 T	31-Mar-2026 31-Mar-2026	14.41	14.41	0.00	0.00	0.00
109066	MANUAL FOOTWARE CLEANER	102 T	07-Apr-2026 07-Apr-2026	292.67	292.67	0.00	0.00	0.00
109073	UNIFORM PURCHASE - GORD	119 T	08-Apr-2026 08-Apr-2026	278.16	278.16	0.00	0.00	0.00
109122	GLOVES	125 T	21-Apr-2026 21-May-2026	38.19	38.19	0.00	0.00	0.00
109139	CABLES	125 T	24-Apr-2026 22-May-2026	675.29	675.29	0.00	0.00	0.00
109148	WIPES	125 T	28-Apr-2026 28-May-2026	152.55	152.55	0.00	0.00	0.00
109156	CLEANER	149 T	29-Apr-2026 29-Apr-2026	41.70	41.70	0.00	0.00	0.00

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Vendor Invoice	Vendor Name Description	Batch/ Pay Medium Code	Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
109175	SALINE EYEWASH / FIRST AID KITS	125 T	01-May-2026 30-May-2026	91.19	91.19	0.00	0.00	0.00
109176	SHOVEL SQUARE POINT	125 T	05-May-2026 05-Jun-2026	187.81	187.81	0.00	0.00	0.00
109182	GLOVES	125 T	06-May-2026 05-Jun-2026	90.78	90.78	0.00	0.00	0.00
109215	BLOCKS HEALTH ;CARDS	125 T	12-May-2026 11-Jun-2026	55.17	55.17	0.00	0.00	0.00
109240	BRACKET FIRE EXT /FIRE EXT /SIGN &MT KIT	152 T	19-May-2026 17-Jun-2026	1,306.18	1,306.18	0.00	0.00	0.00
109262	SALINE	152 T	22-May-2026 17-Jun-2026	27.38	27.38	0.00	0.00	0.00
WESTGATE	WESTGATE CO LTD							
INV-53	TOPSOIL	121 T	20-Apr-2026 20-Apr-2026	1,911.96	1,911.96	0.00	0.00	0.00
WHI03	WHITEHOTS INC.							
3623607	BOOK PURCHASES	80 T	05-Mar-2026 05-Mar-2026	306.54	306.54	0.00	0.00	0.00
3624510	BOOK PURCHASES	80 T	12-Mar-2026 12-Mar-2026	156.26	156.26	0.00	0.00	0.00
3625371	BOOK PURCHASES FOR LIBRARY	94 T	31-Mar-2026 31-Mar-2026	562.97	562.97	0.00	0.00	0.00
3625371A	BOOKS	121 T	18-Mar-2026 18-Mar-2026	663.66	663.66	0.00	0.00	0.00
3625372	BOOK PURCHASES FOR LIBRARY	94 T	18-Mar-2026 18-Mar-2026	279.75	279.75	0.00	0.00	0.00
3626490	BOOK PURCHASES FOR LIBRARY COLLECTION	98 T	26-Mar-2026 26-Mar-2026	231.13	231.13	0.00	0.00	0.00
3627259	BOOKS FOR LIBRARY COLLECTION	119 T	31-Mar-2026 31-Mar-2026	312.26	312.26	0.00	0.00	0.00
3628357	BOOKS	131 T	08-Apr-2026 08-May-2026	404.81	404.81	0.00	0.00	0.00
3629172	BOOKS	131 T	15-Apr-2026 15-May-2026	210.53	210.53	0.00	0.00	0.00
3629173	BOOKS	131 T	15-Apr-2026 15-May-2026	499.70	499.70	0.00	0.00	0.00
3629316	BOOKS	131 T	15-Apr-2026 15-May-2026	202.43	202.43	0.00	0.00	0.00
3630154	BOOKS	131 T	21-Apr-2026 21-May-2026	448.02	448.02	0.00	0.00	0.00
3631630	BOOKS	149 T	01-May-2026 01-May-2026	454.19	454.19	0.00	0.00	0.00
3631631	BOOKS	149 T	01-May-2026 01-May-2026	50.77	50.77	0.00	0.00	0.00
3631792	BOOKS	131 T	01-May-2026 31-May-2026	269.38	269.38	0.00	0.00	0.00
3634341	BOOKS	149 T	22-May-2026 17-Jun-2026	112.56	112.56	0.00	0.00	0.00
WRTTMT	WRITE TIME (TANYA HAMMOND)							

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Vendor Invoice	Vendor Name Description	Batch/ Medium	Pay Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
523	FARM DIRECTORY LISTING	156 T	22-Jun-2026 22-Jun-2026	79.10	79.10	0.00	0.00	0.00
XYL01	XYLEM CANADA LTD							
3558437013	PUMP REPAIR - SERVICE CALL	74 T	02-Mar-2026 02-Mar-2026	3,621.65	3,621.65	0.00	0.00	0.00
YORTEK	YORTEK CONSUMER IT							
00002	PC/EMAIL SET UP & TRAINING	80 T	01-Apr-2026 01-Apr-2026	90.00	90.00	0.00	0.00	0.00
YOU03	YOUNG SIGNS							
5335	MARINA LOT SIGNS	98 T	21-Jan-2026 21-Jan-2026	4,787.81	4,787.81	0.00	0.00	0.00
5349	REFLECTIVE FIRE DEPT. LOGOS FOR TRUCKS	74 T	20-Feb-2026 20-Feb-2026	146.90	146.90	0.00	0.00	0.00
5350	TRAIL MARKER SIGNS FOR GANANOQUE TRAILS	98 T	24-Feb-2026 24-Feb-2026	3,480.41	3,480.41	0.00	0.00	0.00
5396	NO CAMPING SIGNS	125 T	12-May-2026 29-May-2026	423.75	423.75	0.00	0.00	0.00
5398	MARINA SIGN INSERTS	125 T	15-May-2026 29-May-2026	418.10	418.10	0.00	0.00	0.00
5416	HONK DECALS	149 T	08-Jun-2026 17-Jun-2026	302.56	302.56	0.00	0.00	0.00
ZYCOM	ITI - ZYCOM TECHNOLOGY INC.							
FCDN-009660	BACKUP STORAGE VEEAM CLOUD/BACKUP	121 T	28-Feb-2026 28-Feb-2026	3,061.36	3,061.36	0.00	0.00	0.00
FCDN-009799	EXCH ONLINE MIC 365 BUS/BASIC PROJECT PLAN	121 T	15-Mar-2026 15-Mar-2026	2,327.80	2,327.80	0.00	0.00	0.00
FCDN-009973	INFORMATION STORAGE SERVICES	119 T	31-Mar-2026 31-Mar-2026	3,110.96	3,110.96	0.00	0.00	0.00
FCDN-010040	SOFTWARE PLATFORM MANAGEMENT	119 T	01-Apr-2026 01-Apr-2026	6,497.50	6,497.50	0.00	0.00	0.00
FCDN-010116	IT SERVICES - MONTHLY FEES FOR ANNUAL SUBSCRIPTIONS	121 T	15-Apr-2026 15-Apr-2026	2,479.60	2,479.60	0.00	0.00	0.00
FCDN-010117	AZURRE PLAN - USAGE MARCH	98 T	15-Apr-2026 15-Apr-2026	11.60	11.60	0.00	0.00	0.00
FCDN-010160	VMWARE CLOUD FOUNDATION 12 MONTH SUBSCRIPTION	102 T	16-Mar-2026 16-Mar-2026	23,228.28	23,228.28	0.00	0.00	0.00
FCDN-010185	HP USB NOTEBOOK	125 T	30-Apr-2026 28-May-2026	919.88	919.88	0.00	0.00	0.00
FCDN-010260	VEEAM / DYNAMIC CLOUD BACKUP STORAGE	142 T	30-Apr-2026 30-May-2026	3,092.96	3,092.96	0.00	0.00	0.00
FCDN-010321	HP 3 YR CARE PACK PREMIUM ONSITE	149 T	11-May-2026 09-Jun-2026	305.10	305.10	0.00	0.00	0.00
FCDN-010340	HCIPLATFORM MGT ITM WORKFORCE	125 T	01-May-2026 28-May-2026	6,497.50	6,497.50	0.00	0.00	0.00

TOWN OF GANANOQUE
Council/Board Report - Combined



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Vendor Invoice	Vendor Name Description	Batch/ Pay Medium Code	Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
FCDN-010377	2 HP ELITEBOOK 8 LAPTOPS MK-TOG-LT-2602 AR-TOG-LT-2601	131 T	19-May-2026 17-Jun-2026	7,440.49	7,440.49	0.00	0.00	0.00
FCDN-010378	HP ELITEDESK 8 DESKTOP COMPUTER BK	156 T	19-May-2026 19-May-2026	3,323.90	3,323.90	0.00	0.00	0.00
FCDN-010379	HP ELITEBOOK 8 DA-TOG-LT-2603	131 T	20-May-2026 17-Jun-2026	2,424.13	2,424.13	0.00	0.00	0.00
FCDN-010404	EXCH ONLINE MIC 365	131 T	15-May-2026 13-Jun-2026	2,492.18	2,492.18	0.00	0.00	0.00
FCDN-010405	AZURE PLAN	131 T	15-May-2026 13-Jun-2026	10.97	10.97	0.00	0.00	0.00
FCDN-010465	ARCTIC WOLF	142 T	31-May-2026 25-Jun-2026	53,128.08	53,128.08	0.00	0.00	0.00
FCDN-010547	BACKUP STORAGE VEEAM / DYNAMIC CLOUD	142 T	31-May-2026 25-Jun-2026	3,570.43	3,570.43	0.00	0.00	0.00
FCDN-9800	AZURE PLAN USAGE	121 T	15-Mar-2026 15-Mar-2026	10.62	10.62	0.00	0.00	0.00
Totals :				6,522,711.32	6,522,711.32	0.00	0.00	0.00

Council Report – FIN-2026-28

Date: August 12, 2026 ☒ **IN CAMERA**

Subject: 2026 Quarter Two (2) Community Grant Program

Author: John Morrison, Treasurer ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION, THE STATUS OF THE COMMUNITY GRANT PROGRAM AND CASINO RESERVE FUNDING, AS PRESENTED IN COUNCIL REPORT FIN-2026-028

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

The intent of this report is to provide Council a quarterly status report of the Community Grant Program.

Community Grant Applicants in 2026

Year-to-date, the Community Grant Program has received 8 applications and granted \$21,970 in funding

ORGANIZATION	PURPOSE	FUNDING REQUEST AMOUNT	Approved Funding	Applicant
Gan Rocks	Support Gananoque Foodbank	820.00	410.00	Steve Wells
Girls Incorporated of Upper Canada	Summer Camp Program	10,825.00	5,000.00	Lesley Hubbard
Wheels of Care	2026 Ride program	20,500.00	5,000.00	Marion Sprenger
Gananoque Food Bank	Emergency Food Kits for homeless		700.00	Andy White
Thousand Islands Association	Preserving the Blue Water Trail of Rock Shoal	20,000.00	2,860.00	Peter Finton
Lions Club of Gananoque	Pump-Gan-Fest 2026	2,285.00	500.00	Joanne Chitty
Rotary Club of Gananoque	Installation of Heritage plaques on King St	7,500.00	2,500.00	Doug Bickerton
Canvas Food Art	Interactive edible art experience	10,750.00	5,000.00	Elizabeth Hill
		\$ 72,680.00	\$ 21,970.00	

APPLICABLE POLICY/LEGISLATION:

None.

FINANCIAL CONSIDERATIONS:

The Community Grant Program has committed \$21,970 in funding to date. With a total 2026 OLG funding allocation of \$42,500, this leaves an uncommitted balance of \$20,530 available for the remainder of the year.

CONSULTATIONS:

None

ATTACHMENTS:

None

APPROVAL	John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions follow Council's own policies and guidelines and the <i>Municipal Act</i> and regulations. Melanie Kirkby, CAO
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Report Council – FIN-2026-29

Date: August 12, 2026

☐ **IN CAMERA**

Subject: Ontario Infrastructure and Lands Corporation (“OILC”) – Legal Team
Request to Town

Author: John Morrison, Treasurer

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-071, BEING A BY-LAW TO REPEAL BY-LAW NO. 2026-065, BEING A BY-LAW TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”) FOR FINANCING OF CERTAIN CAPITAL WORK(S) OF THE CORPORATION OF THE TOWN OF GANANOQUE (THE “MUNICIPALITY”); TO AUTHORIZE TEMPORARY BORROWING FROM OILC, AS REQUESTED BY OILC’S LEGAL TEAM AND AS PRESENTED IN REPORT COUNCIL-FIN-2026-029.

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-072, BEING A BY-LAW TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”) FOR FINANCING OF CERTAIN CAPITAL WORK(S) OF THE CORPORATION OF THE TOWN OF GANANOQUE (THE “MUNICIPALITY”); AND TO AUTHORIZE LONG-TERM BORROWING FOR SUCH CAPITAL WORK(S) THROUGH THE ISSUE OF DEBENTURES TO OILC, AS AMENDED BY OILC’S LEGAL TEAM AND AS PRESENTED IN REPORT COUNCIL-FIN-2026-029.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

Ontario Infrastructure and Lands Corporation’s (OILC) Legal Team requested that the Town replace By-law No. 2026-065, passed on July 15, 2026, with a new By-law reflecting the long-term debenture process. The new By-law removes provisions dealing with temporary borrowing and a general Financing Agreement, and; introduces OILC’s Rate Offer Letter Agreement, and; expressly repeals By-law No. 2026-065.

The proposed new By-law does not change the capital works, the individual maximum debenture amounts, or the aggregate borrowing authorization of \$12,900,000. Its effect is to align the Town’s authorizing by-law with the financing structure and documentation required by OILC for the contemplated long-term debenture transaction, and; by passing a new By-law it eliminates any version control that may occur.

Council passed By-law 2026-065 on July 15, 2026, to authorize an application to OILC and borrowing for four (4) capital works. Following OILC legal review, a revised draft was provided for the Town's consideration. Although, the revised draft provided administrative changes, it is recommended that a new By-law be passed in order to ensure clarity and divert from any misconceptions by amending By-law No. 2026-065.

The draft By-law continues to authorize long-term financing through debentures for the fire apparatus, Arthur Street Revitalization Phase 2, Lagoon Forcemain Twinning, and Lagoon Cell 1 Rehabilitation and Berm Works.

INFORMATION/DISCUSSION:

Analysis of OILC's Legal Teams Requested Changes:

Change Area	Summary of Legal & Transaction Changes
Repeal	Repeal By-law 2026-065 and replace it with the revised authorization.
Replacement	Recommend to Council to pass a new By-law regarding the recommended changes from OILC's Legal Team.
Temporary borrowing removed	The recital citing Section 405 of the <i>Municipal Act</i> , 2001 and all provisions authorizing temporary borrowing, construction-period advances, and payment of temporary-borrowing interest from current revenue have been removed.
Transaction document updated	References to a general Financing Agreement are replaced by references to OILC's Rate Offer Letter Agreement. The Mayor and Treasurer remain authorized to negotiate, execute, and deliver the applicable OILC transaction document.
Rate-offer timing added	A new recital states that OILC will provide its standard Rate Offer Letter Agreement at least five business days before passage of the debenture by-law connected with the debenture issuance.
Long-term purpose clarified	The application-approval clause now expressly refers to long-term financing. Related provisions governing the debentures, annual levy requirements, default set-off, and use of debenture proceeds have been conformed by removing temporary-borrowing references.
Schedules refreshed	Schedule A retains the same four projects and maximum amounts but reverses the order of the two lagoon projects. Schedule B's certification wording is updated to refer to the replacement by-law number and adoption date.

APPLICABLE POLICY/LEGISLATION:

Municipal Act, 2001, including sections 401 and 408; Ontario Regulation 403/02; *Ontario Infrastructure and Lands Corporation Act*, 2011, section 25; and the Town's applicable debt-management and budget policies.

FINANCIAL CONSIDERATIONS:

There is no change to the requested maximum borrowing authority. The individual maximum debenture amounts remain \$2,100,000 for the fire apparatus, \$2,300,000 for Arthur Street Revitalization Phase 2, \$6,500,000 for Lagoon Forcemain Twinning, and \$2,000,000 for Lagoon Cell 1 Rehabilitation and Berm Works, for an aggregate maximum of \$12,900,000.

The actual interest rate, repayment schedule, annual debt-service requirement, and final amount issued will be established through the OILC rate-offer and debenture process. Approval of the new by-law does not increase the maximum principal authority approved in July.

The draft By-law preserves the statutory framework cited in the July By-law for long-term municipal borrowing and the annual levy requirement. It also retains the authorization contemplated by section 25 of the *Ontario Infrastructure and Lands Corporation Act*, 2011 concerning deduction of unpaid OILC indebtedness from provincial funds otherwise payable to the Municipality.

Adoption of the draft By-law will provide OILC with an authorizing instrument that reflects the transaction documents and long-term financing pathway identified through its legal review. Staff should continue to coordinate the Council timetable with OILC so that the Rate Offer Letter Agreement and final debenture documents are available within OILC's required sequence.

CONSULTATIONS:

Ontario Infrastructure and Lands Corporation Legal Team; Town Finance staff and; Penny Kelly, Clerk.

ATTACHMENTS:

Draft By-law No. 2026-072

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

BY-LAW NO. 2026-072

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

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

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

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

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

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

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

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

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

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

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

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

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

1. The Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the long-term financing of the Capital Work(s) in an amount that does not exceed **\$12,900,000** (the aggregate of the Maximum Debenture Amount(s) set out in column (4) of Schedule “A”), substantially in the form of Schedule “B” attached hereto and forming part of this By-law, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.
2. The Head of Council and the Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality the Rate Offer Letter Agreement on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.
3. Subject to the terms and conditions of the Rate Offer Letter Agreement and such other terms and conditions as OILC may otherwise require, the Head of Council and the Treasurer are hereby authorized to long-term borrow for the Capital Work(s) and to issue debentures, including refinancing debentures, if applicable, to OILC on the terms and conditions provided in the Rate Offer Letter Agreement and on such other terms and conditions as such authorized officials may approve (the “**Debentures**”); provided that the principal amount of the Debentures issued in respect of the Capital Work(s) does not exceed the respective Maximum Debenture Amount for each such Capital Work.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the

Municipality, amounts not exceeding the amounts that the Municipality fails to pay to OILC on account of any unpaid indebtedness of the Municipality to OILC in respect of the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

- 5. The Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year in respect of any Debenture outstanding, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality, subject to the ability of the Municipality to issue one or more refinancing debentures on or before the maturity date in respect of the outstanding principal, if applicable.
- 6. The Head of Council and the Treasurer are hereby authorized to enter into, execute and deliver the Rate Offer Letter Agreement and to issue the Debentures, one or both of the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the obligations of the Municipality under the Rate Offer Letter Agreement and to issue the Debentures, and the Clerk or the Treasurer is authorized to affix the Municipality's municipal seal to any such documents and papers.
- 7. The money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.
- 8. That By-law No. 2026-065 is hereby repealed in its entirety.
- 9. This By-law takes effect on the day of passing.

Read a first, second and third time and finally passed this 12th day of August 2026.

John S. Beddows, Mayor

Penny Kelly, Clerk

(Seal)

By-law No. 2026-072
Schedule “A”

	(1)	(2)	(3)	(4)
<u>Item #</u>	<u>Authorizing By-law No.</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Maximum Debenture Amount</u> (cannot exceed the Estimated Expenditure)
			\$	\$
1	2023-110	One Pierce Enforcer 110 Ft Platform	2,262,138	2,100,000
2	Deemed Budget	Arthur Street Revitalization Phase 2	6,116,610	2,300,000
3	Deemed Budget	Lagoon Forcemain Twinning	9,500,000	6,500,000
4	Deemed Budget	Lagoon Cell 1 Rehabilitation & Berm Works	5,472,500	2,000,000

DRAFT

By-law No. 2026-072
Schedule” B”



Webloans Loan Application PDF

FA Number 2147

Application for Gananoque, The Corporation of The Town of

Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
1170	Lagoon Foremain Twinning	08/17/2026	11/30/2027	\$9,500,000.00	6,500,000.00

Details of Project Lagoon Foremain Twinning

Project Category Housing Enabling Water - Waste Water

Project Name Lagoon Foremain Twinning

Construction/Purchase Start 08/17/2026

Construction/Purchase End 11/30/2027

Energy Conservation ☐

Project Address 1 30 King St E

Project Address 2

City / Town Gananoque

Province ON

Postal Code K7G 1E9

Description
Please provide a description of the project and the specific expenditures for which financing is being requested.
The Lagoon Foremain Twinning project includes the design, approval, construction , testing and commissioning of the new parallel sanitary foremain from the pumping station to the wastewater lagoon including all tie-ins valves appurtenances, pumping station modifications restoration and related engineering services required to provide additional wastewater conveyance capacity and reducdancy.,

Documentation and Acknowledgements

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

To obtain templates for documents see listed below.

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

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

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

Confidential Information

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

Infrastructure Ontario

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Debt and Re-payments Summary

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

☐ Yes☒ No

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

Non Re-payments of Loans or Debenture

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

If yes, please provide details.

OILC Loan Repayment Information

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

Taxation	0.00
User Fees	100.00
Service Charges	0.00
Development Charges	0.00
Connection Fees	0.00
Repayment Subsidies	0.00
Other	
Total	100.00%

Comments and/or Special Requests

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

40 years with 10-year terms

Useful Life of Asset (Years)

60

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$9,500,000.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$3,000,000.00
Other Project Funding/Financing Total (B)		\$3,000,000.00
OILC Loan Amount (A-B)		\$6,500,000.00

Only include long-term borrowing in this section

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

Details of Enabled Housing

Estimate on number of net new housing units enabled by the project?

* 973

Breakdown of net new housing units by housing type using CMHC categorizations by year

Housing Type	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
* Singles	0	2	34	34	34	34	34	35	34	34
* Semis	8	0	3	3	0	5	4	4	4	4
* Row	0	11	38	48	48	48	48	48	48	48
Apartment and Other	0	4	30	30	35	35	36	36	36	36
*										

Webloans Loan Application PDF

FA Number

2148

Application for

Gananoque, The Corporation of The Town of

Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
1171	One Pierce Enforcer 110 Foot Ascendant Aerial Platform	11/24/2023	10/15/2026	\$2,262,138.00	2,100,000.00
1171	Arthur Street Revitalization Phase 2	07/15/2026	11/30/2026	\$6,116,610.00	2,300,000.00
1171	Lagoon Cell 1 Rehabilitation Sludge Removal and Berm Works	08/17/2026	11/30/2027	\$5,472,500.00	2,000,000.00

Details of Project One Pierce Enforcer 110 Foot Ascendant Aerial Platform

Project Category

Municipal Roads Infrastructure

Project Name

One Pierce Enforcer 110 Foot Ascendant Aerial Platform

Construction/Purchase Start

11/24/2023

Construction/Purchase End

10/15/2026

Energy Conservation

☐

Project Address 1

340 Herbert St

Project Address 2

City / Town

Gananoque

Province

ON

Postal Code

Service Charges	0.00
Development Charges	0.00
Connection Fees	0.00
Repayment Subsidies	0.00
Other	
Total	100.00%

Documentation and Acknowledgements

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

To obtain templates for documents see listed below.

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

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

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

Confidential Information

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

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Useful Life of Asset (Years)

60

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$5,472,500.00

Other Project Funding / Financing (B):

Description	Timing	Amount
Reserves	Existing	\$3,472,500.00
Other Project Funding/Financing Total (B)		\$3,472,500.00
OILC Loan Amount (A-B)		\$2,000,000.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
10/01/2026	\$2,000,000.00	25	Amortizing
Long-term Borrowing Total		\$2,000,000.00	

Debt and Re-payments Summary

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

☐ Yes ☒ No

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

Non Re-payments of Loans or Debenture

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

If yes, please provide details.

OILC Loan Repayment Information

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

Taxation

34.00

User Fees

66.00

OILC Loan Amount (A-B)

\$2,300,000.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
10/01/2026	\$2,300,000.00	25	Amortizing
Long-term Borrowing Total	\$2,300,000.00		

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

Project Category

Sewage Treatment Infrastructure

Project Name

Lagoon Cell 1 Rehabilitation Sludge Removal and Berm Works

Construction/Purchase Start

08/17/2026

Construction/Purchase End

11/30/2027

Energy Conservation

☐

Project Address 1

89 County Rd 32

Project Address 2

City / Town

Gananoque

Province

ON

Postal Code

K7G 1E9

Description

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

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

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

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

Comments and/or Special Requests

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

Construction/Purchase Start

07/15/2026

Construction/Purchase End

11/30/2026

Energy Conservation

☐

Project Address 1

30 King St E

Project Address 2

City / Town

Gananoque

Province

ON

Postal Code

K7G 1E9

Description

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

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

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

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

Comments and/or Special Requests

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

Useful Life of Asset (Years)

40

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$6,116,610.00

Other Project Funding / Financing (B):		
Description	Timing	Amount
Reserves	Existing	\$3,816,610.00
Other Project Funding/Financing Total (B)		\$3,816,610.00

True Copy Certification of By-law No. 2026-072

I, Penny Kelly, Clerk of the Municipality do certify that the foregoing By-law is a true copy of By-law No. 2026-072 passed by the Council of the Municipality on August 12th, 2026.

DATED as of August 12th, 2026.

Penny Kelly
Clerk

(Seal)

DRAFT



Report Council – CAO-2026-11

Date: August 12, 2026

☐ **IN CAMERA**

Subject: 2023 – 2026 Legal Costs by Category

Author: Melanie Kirkby, CAO

☒ **OPEN COUNCIL**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE 2023 – 2026 LEGAL COSTS BY CATEGORY REPORT, AS PRESENTED IN REPORT COUNCIL CAO-2026-11.

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.

BACKGROUND:

At the October 21st, 2025, Council meeting, Council passed Motion #25-148, directing staff to bring a report detailing the legal costs of the Town by category. At the November 4th, 2025 Council meeting, Council received the report and requested that it be presented quarterly.

INFORMATION/DISCUSSION:

Attached is a Summary by Category of these costs for the second of 2026 as posted at July 28, 2026.

APPLICABLE POLICY/LEGISLATION:

N/A

FINANCIAL CONSIDERATIONS:

As described.

CONSULTATIONS:

None

ATTACHMENTS:

Legal Services Costs for years 2023 – 2026 as posted by July 28, 2026

APPROVAL	_____ 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 follow Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.
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Summary of Annual Legal Costs

Category / Matter	2023	2024	2025	2026 @ May 11	Subtotal By Category
Council Training	\$ 2,544.00	\$ 4,527.71	\$ 10,153.00		\$ 17,224.71
Legal Opions for Council			\$ 15,772.03	\$ 11,895.61	\$ 27,667.64
Integrity Commisioner	\$ 3,714.24	\$ 3,001.92	\$ 23,532.23	\$ 2,371.01	\$ 32,619.40
Judicial Review Application			\$ 102,432.14	\$ 287,762.76	\$ 390,194.90
HR Issues	\$ 12,985.09	\$ 6,726.56	\$ 15,543.31	\$ 21,462.21	\$ 56,717.17
Corp Services	\$ 7,206.36	\$ 4,156.76	\$ 2,857.32		\$ 14,220.44
Insurance Claims	\$ 5,037.78				\$ 5,037.78
Sale / Purchase of Property & Leases	\$ 3,540.61	\$ 4,290.39	\$ 1,703.74	\$ 72.25	\$ 9,606.99
Police	\$ 3,553.06	\$ 2,996.21	\$ 6,355.68	\$ 595.81	\$ 13,500.76
Animal Control	\$ 2,583.18	\$ 1,553.37			\$ 4,136.55
Utility Bill Disputes	\$ 559.68		\$ 5,668.22		\$ 6,227.90
GBM		\$ 7,093.14			\$ 7,093.14
Condo Developments	\$ 10,251.31	\$ 17,724.57	\$ 22,144.33		\$ 50,120.21
Heritage Registry	\$ 2,557.52				\$ 2,557.52
Planning Issues	\$ 559.68	\$ 279.84		\$ 4,700.16	\$ 5,539.68
Subtotal by Year	\$ 55,092.51	\$ 52,350.47	\$ 206,162.00	\$ 328,859.81	\$ 642,464.79

Report Council –CSC-2026-05

Date: August 12, 2026

☐ **IN CAMERA**

Subject: Request for Extended Event Hours – Music Video Filming

Author: Penny Kelly, Clerk

☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #_____, AS IT RELATES TO ALLOWING AMPLIFIED MUSIC TO CONTINUE FROM 9:00 PM TO 11:00 P.M., FOR THE FILMING OF A LIVE VIDEO, AS PRESENTED IN REPORT COUNCIL-CSC-2026-05.

STRATEGIC PLAN COMMENTS:

This request supports the Town's strategic objectives of promoting tourism, enhancing Gananoque's profile as a destination for arts and culture, and encouraging events that showcase the community.

BACKGROUND:

The Town has received a request from Simon Marwood, representing the Ottawa-based rock band Fatal Vision, seeking permission to film a live music video at Joel Stone Park. The filming is proposed for Thursday, September 10, 2026, and would require amplified music beyond the Town's usual event end time. While events at Joel Stone Park typically conclude by 9:00 PM, the band has requested permission to continue filming until 11:00 PM.

INFORMATION/DISCUSSION:

Fatal Vision is a well-known Ottawa-based band with an established following. Filming a professional live music video in Gananoque provides an opportunity to showcase Joel Stone Park and the waterfront to audiences beyond our region.

The production is expected to be a single-evening event and is anticipated to have a limited impact on park operations. Staff will work with the organizers to ensure all applicable Town requirements, permits, insurance, and safety measures are in place.

The Noise By-law generally identifies that quiet time is between the hours of 21:00 to 07:00 (9:00 PM to 7:00 AM), however, Section 3.0 provides a number of exemptions, and the following pertains to this request:

“Notwithstanding any other provisions of this by-law to the contrary, this by-law does not apply to a person who emits or causes or permits the emission of noise in connection with:

- h. Community public events authorized by the Municipality;*
- i. Sporting, recreational and entertainment events in or on public parks or buildings authorized by the Municipality;*
- j. Musical and other performances in public parks or buildings authorized by the Municipality”*

It is noted, that under the Condominium Corporation #45 Agreement for 130 Water Street, Schedule ‘E’, states:

“(d) Owners acknowledge that Joel Stone Heritage Park adjacent to the Condominium may host events at various times of the year and such events may disrupt the normal peace and enjoyment of the Owners.”

Staff advised the Condo Board of the event, and should Council provide an exemption to the Noise By-law, the Board has agreed to post Notice for their residents. As well, staff will provide the necessary public notice on the Town’s website, MyFM, and other social media platforms.

While the request extends beyond the standard event hours, staff believe the promotional value of having Gananoque featured as the backdrop for a professionally produced music video outweighs the minor inconvenience associated with the additional 120 minutes of amplified music.

For Council’s consideration, Staff provide the following Options:

Option 1: Pass a By-law to authorize an exemption from the Regulate Noise By-law No. 2010-046, to permit the band Fatal Vision to film a live music video on Thursday, September 10, 2026, allowing amplified music to extend from 9:00 PM to 11:00 PM.

This By-law would come into full force and effect on Thursday, September 10, 2026, and will self-expire at 11:00 PM of the same date.

Option 2: Maintain Status Quo. Uphold the provisions of By-law No. 2010-046.

APPLICABLE POLICY/LEGISLATION:

By-law No. 2010-046 – Regulate Noise By-law

FINANCIAL CONSIDERATIONS:

The Band has rented Joel Stone Park for this event.

CONSULTATIONS:

Brenda Guy, Manager of Planning and Development
Jennifer Baril, Tourism & Event Coordinator

ATTACHMENTS:

None.

APPROVAL	_____ Penny Kelly, Clerk _____ Melanie Kirkby, CAO
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MOTION / RESOLUTION OF COUNCIL

Date: August 12, 2026		Motion No. 26 –
Subject: E-Scooter Information Report		
Moved by:	Mayor Beddows	
Seconded by:		
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PREPARE A REPORT ON E-SCOOTER BEST PRACTICES, SAFETY AND APPLICABLE RESTRICTIONS IN THE <i>HIGHWAY TRAFFIC ACT</i>, AND DIRECTS STAFF TO PREPARE DOCUMENTATION TO ALLOW THE CORPORATION OF THE TOWN OF GANANOQUE TO OPT IN TO THE E-SCOOTER PILOT. FACTORS TO BE ADDRESSED IN AN OPT-IN BY-LAW ARE TO INCLUDE, BUT NOT BE LIMITED TO: • WHERE E-SCOOTERS MAY BE OPERATED (FOR EXAMPLE ON ROADS, BIKE PATHS, IN PARKS AND ON TRAILS) • WHERE E-SCOOTERS MAY PARK • WHETHER A BUSINESS PERMIT OR LICENSE IS REQUIRED FOR E-SCOOTER COMPANIES • WHETHER INSURANCE IS REQUIRED (THE TYPE AND COVERAGE) • HOW PEOPLE CAN GIVE FEEDBACK ON E-SCOOTER USE IN THEIR MUNICIPALITY • FORMAL METHOD OF ANNUAL REPORTING TO THE MINISTRY ON THE PROGRAM • THE PILOT PROGRAM'S REQUIREMENTS FOR MINIMUM AGE OF RIDERS, HELMET USE, WEIGHT AND SPEED RESTRICTIONS AND ANY OTHER REQUIREMENTS BUILT INTO THE REQUIREMENTS • CONSIDERATION IS TO BE GIVEN TO THE BENEFITS OF MANDATING HELMET USE FOR ALL RIDERS, REGARDLESS OF AGE		

Ayes _____ **Nays** _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

John Beddows, Mayor

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

Date: July 29, 2026		Motion No. 2026 – 13
Subject: Council Authorization for Tree Planting Activities in McLean Memorial Forest		
Moved by:	KATE McLEAN	
Seconded by:	ALISON TIMUSK	
BE IT RESOLVED THAT TREES AND TRAILS ADVISORY PANEL RECOMMEND THAT COUNCIL APPROVE THE MCLEAN MEMORIAL FOREST IN-YEAR WORK PLAN AND AUTHORIZE THE TREES AND TRAILS COMMITTEE (INCLUDING MCLEAN FOREST SUBCOMMITTEE) TO UNDERTAKE THE WORKS INCLUDED IN THE WORK PLAN.		

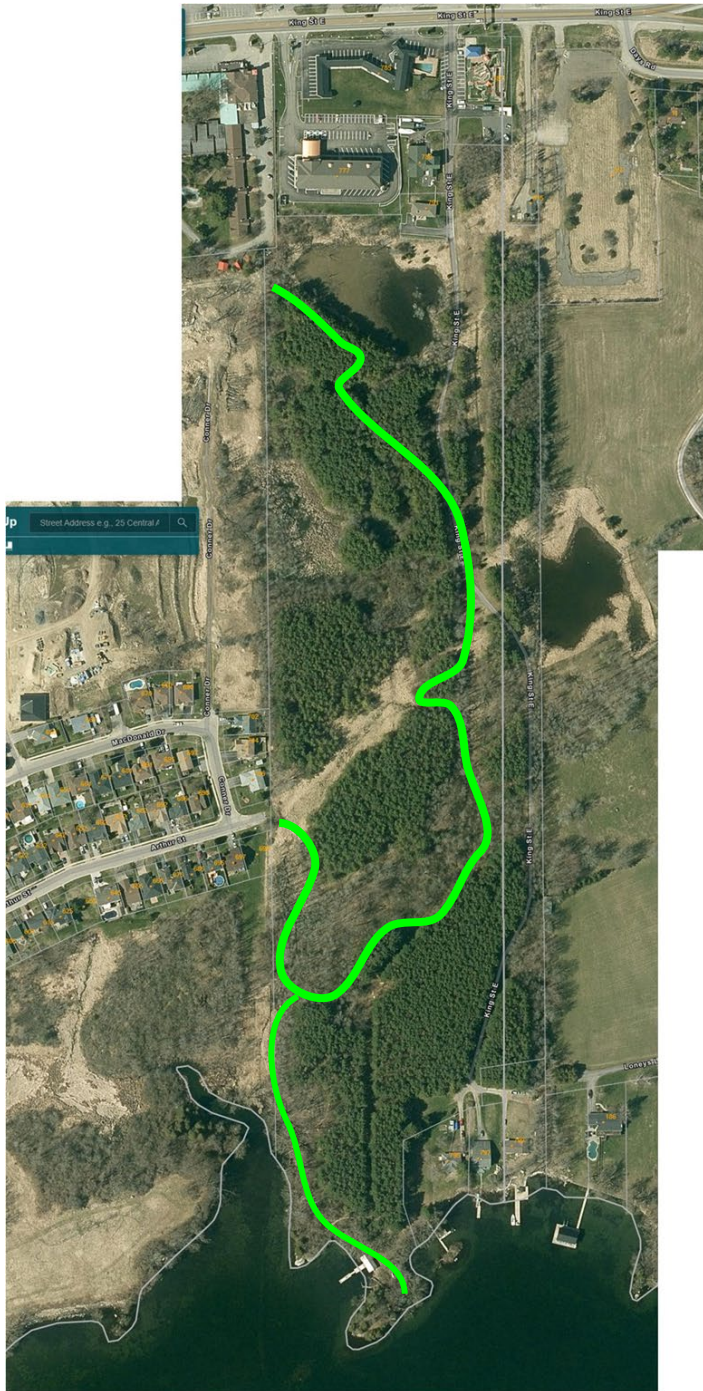
Ayes 6 Nays

Carried: ✓

Defeated:

Tabled/Postponed:


Chair

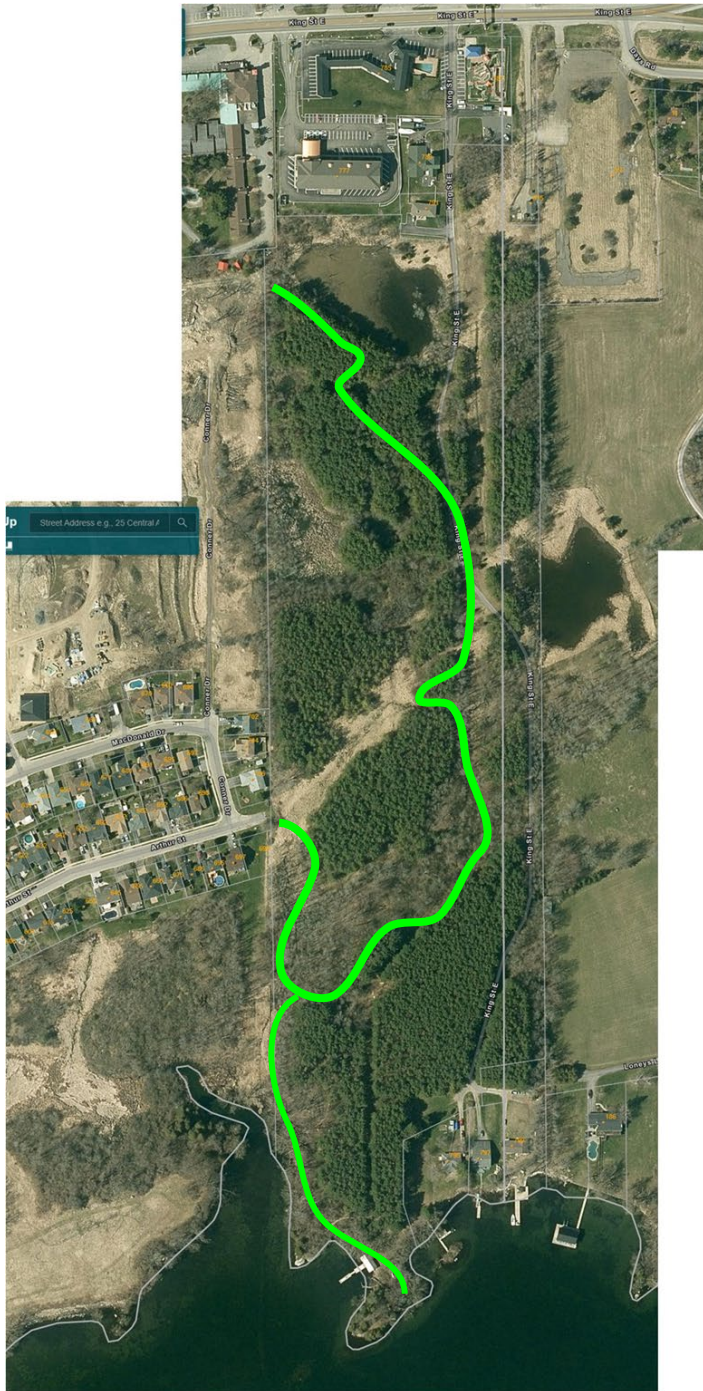


Strategy for the McLean Property

Aim: Vision, Goal & Objective review, before tactics are considered.

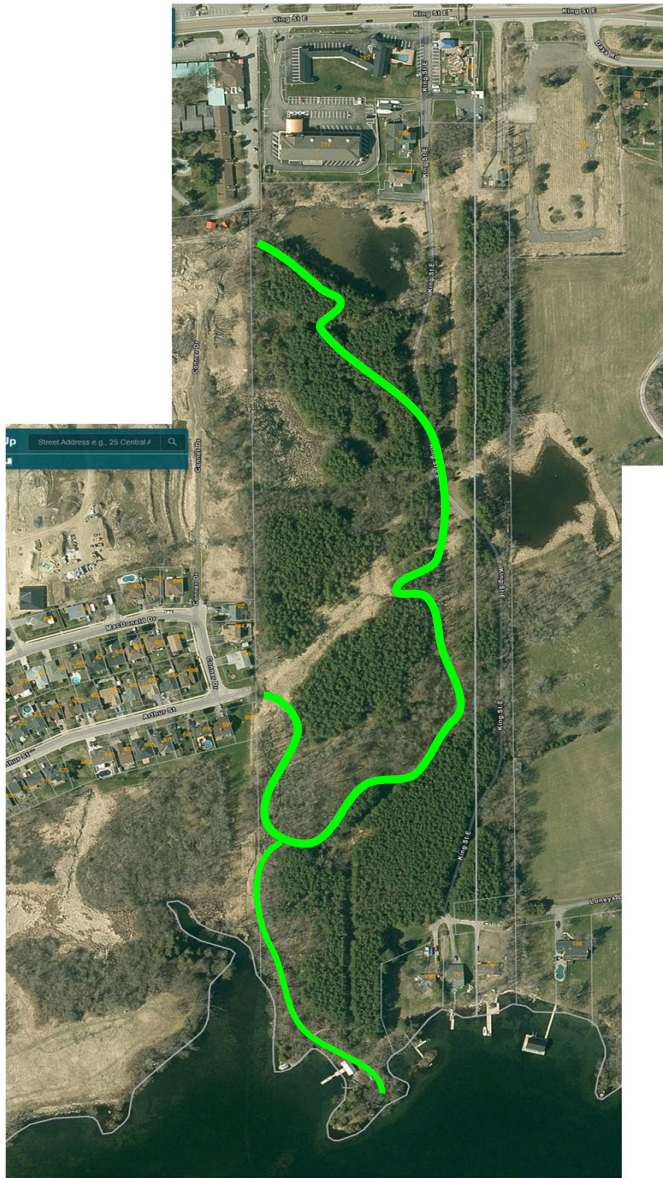
“preserve a habitat for native plants and animals... for residents... to respect and enjoy”

McLean Property 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.

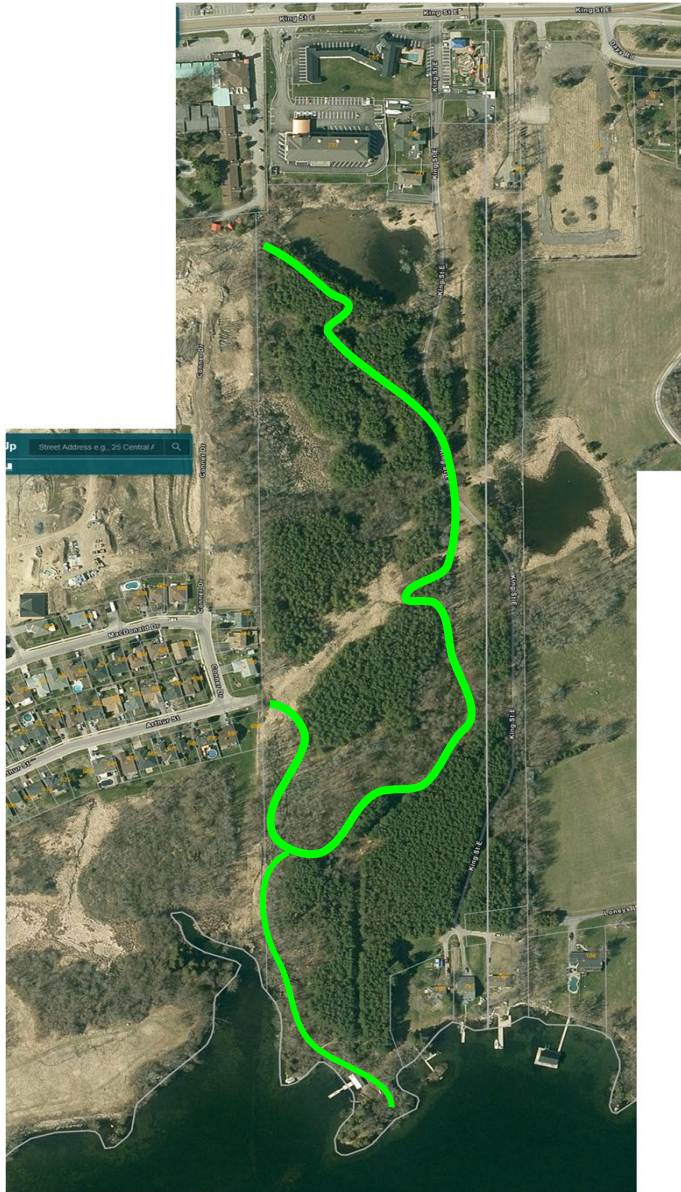
McLean Property Goals



- A mature mixed native forest and native ecosystem.
- A looped trail system that supports education and the enjoyment of nature.
- Enduring community involvement from initiation.

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.

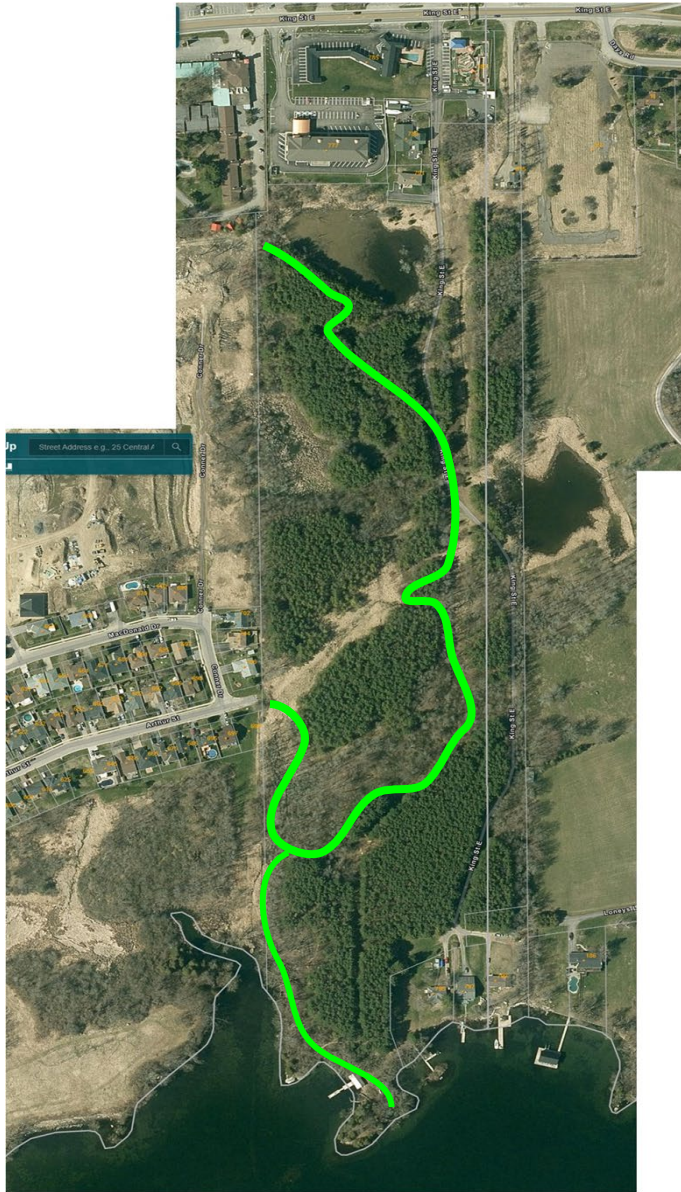
McLean Property Objectives 1/3



- Protection of coniferous blocks.
- Re-establishment of native forest and ecosystem.
- Preservation of native wetland.
- Removal of invasive and non-native species.

Goal: A mature mixed native forest and native ecosystem.

McLean Property Objectives 2/3

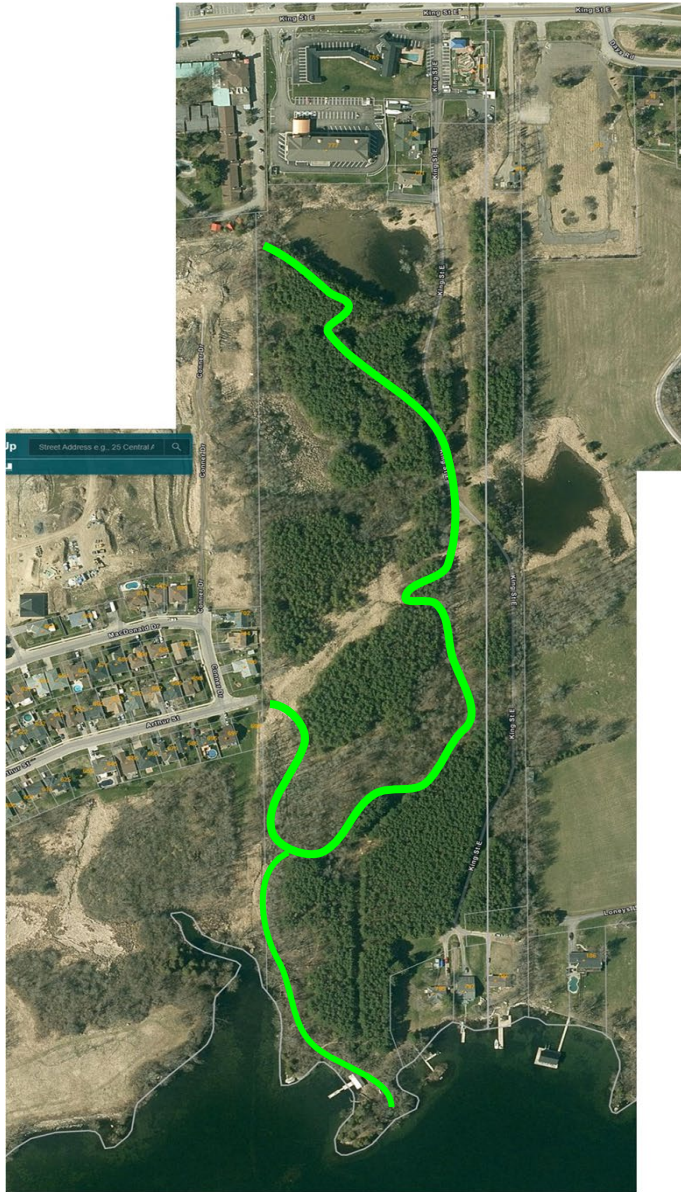


- Improve existing trail system and boundary marking.
- Establish new looped trail system.
- Establish a river view point.
- Design and implement an educational element.
- Ensure sufficient parking.

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

McLean Property Objectives 3/3

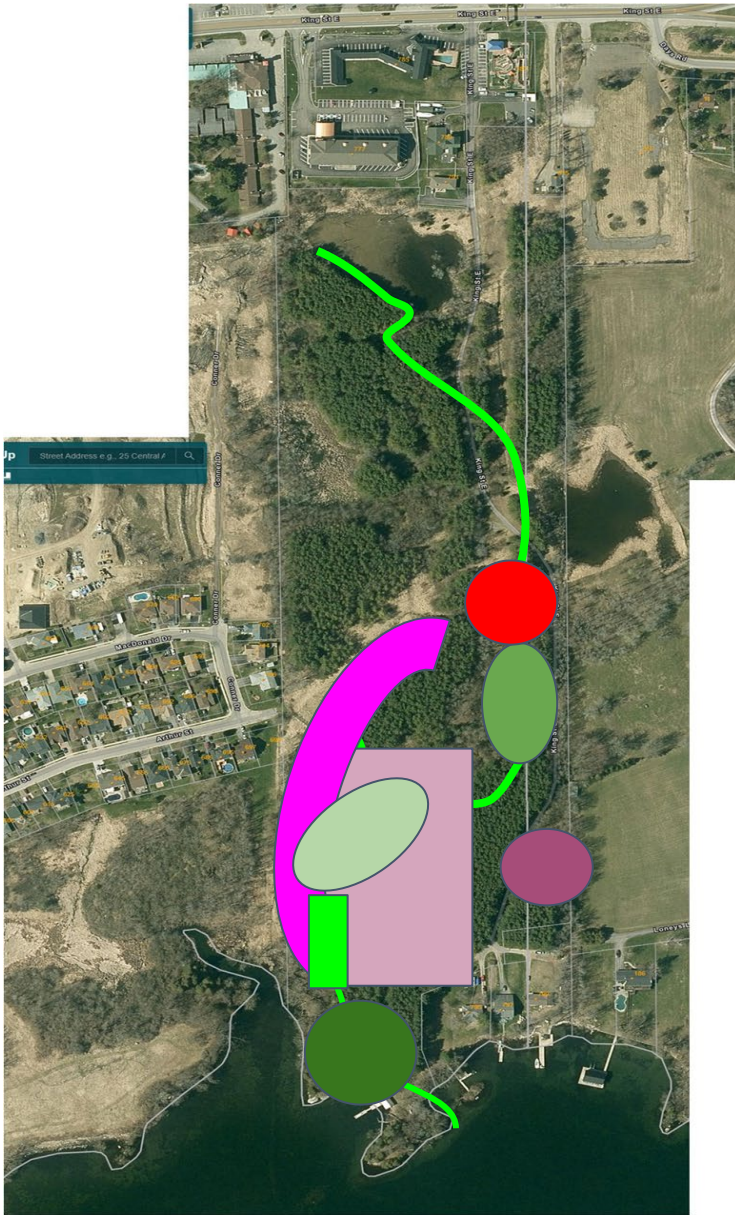
- Community involvement in the development of the area.
- Community involvement in the ongoing maintenance and evolution of the area.



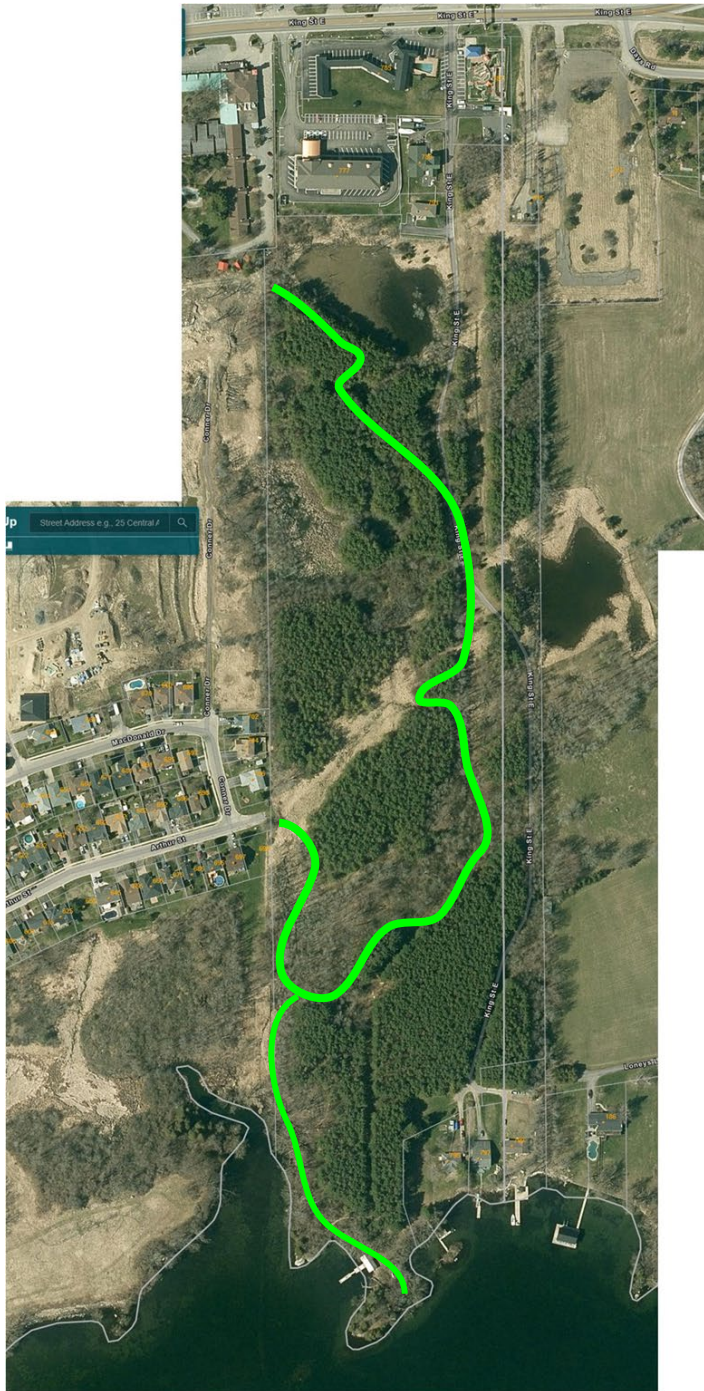
Goal: Enduring community involvement from initiation.

McLean Property Current Info Reqts

- Property survey details to confirm southern boundary.
- Mapping of road allowances and municipal property adjoining the McLean property.
- Understand any CRCA restrictions on wetland usage.
- A more detailed tree and ecological survey.



Vision: A mixed deciduous and coniferous native forest, with a mature trail system for the enjoyment and education of residents and visitors.

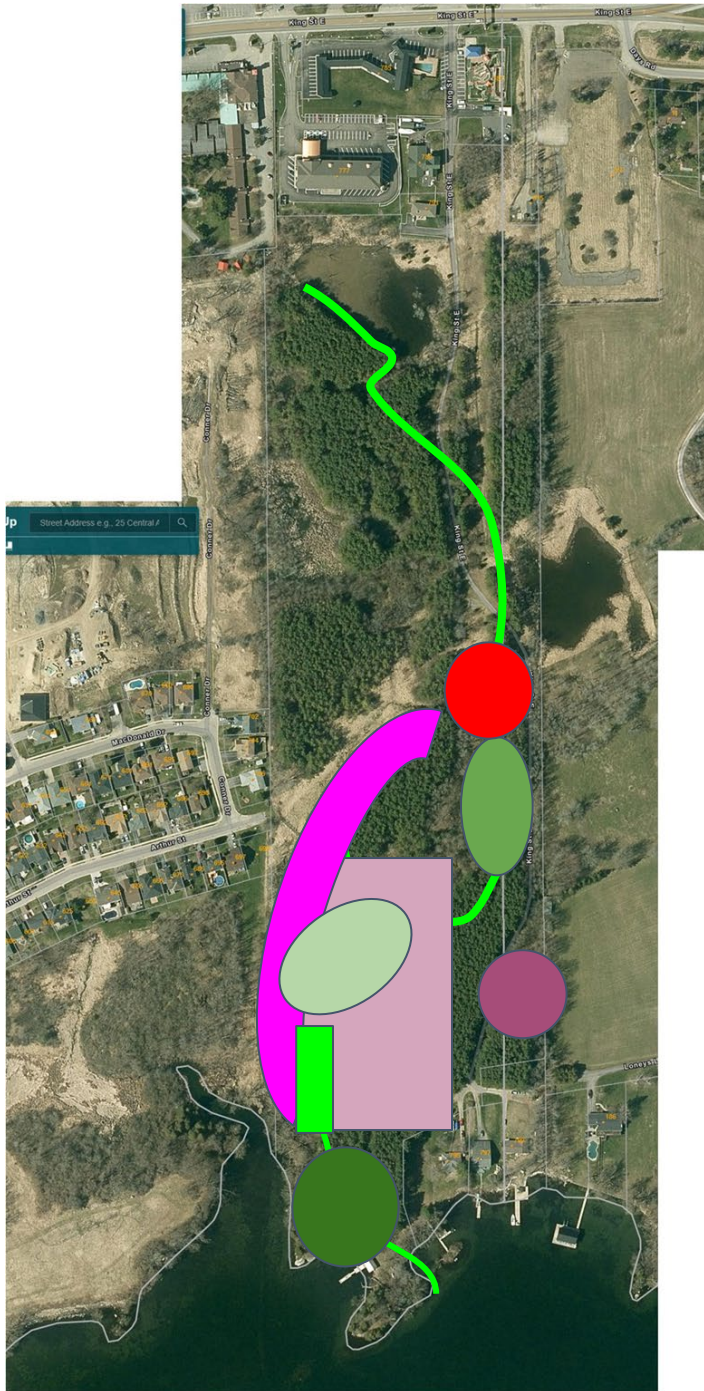


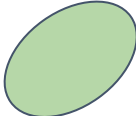
Strategy for the McLean Property

Additional Info
beyond this slide

*“preserve a habitat for native
plants and animals... for residents...
to respect and enjoy”*

McLean Property Initial Tree/Plant Survey



-  Sugar maple, Black Cherry, Red Oak, Shagbark Hickory, Basswood
-  Willow, Silver Maple, Black Walnut
-  Sugar Maple, Black Cherry, Elm
-  Newly planted Red & White Oak
-  Purple Loosestrife
-  Dog strangling vine
-  Periwinkle
-  Asian Honeysuckle, Buckthorn

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.	- 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.	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). 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.



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

Objective 2A	Improve existing trail system and boundary marking.	4. Add a short 8ft boardwalk over the small stream at the output from Grandpas pond at 44.33589, -76.14632. 
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Objective 2B	Establish a new looped trail system.	
Objective 2C	Establish a river view point.	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. 6. Authorise a memorial bench to be placed at the view point at Turtle Rock. This would be funded using the commemorative bench bylaw. 
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.	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

		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.

McLean Memorial Forest next steps - 3 Nov 2025

Updated after Working groups on 9 Oct 2025 and 20 Oct 2025.

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

Objective 1A	Protection of some coniferous blocks	The white pine plantations will be conserved close to their current boundaries, with light management to ensure that they remain safe and free from the infringement from non-native and invasive plant species - ONGOING
Objective 1B	Re-establishment of native forest and ecosystem.	- The Property Management Plan and ecological survey conducted by the Frontenac Arch Biosphere Network - Circulated to working group - COMPLETE. - - Reforestation is recommended for 2 locations where the tree canopy has been removed by emerald ash borer and invasive shrubs are starting to become established (near West entrance), and a third area made available by the removal of hydro poles. NEXT STEP: This will require detailed planning to prepare the areas for planting, procure, plant and nurture trees. Avenues for tree planting grants are to be sought.
Objective 1C	Preservation of native wetland	- Protect through isolation, with no trail access to the river and wetland between the Arthur St bridge and Turtle Rock. Unofficial paths to be closed off as they develop. NEXT STEP: Signs will be purchased from the Parks and Rec operations budget and placed along western trail stating, 'wetland conservation area - do not access'.
Objective 1D	Removal of invasive and non-native species.	- Rotary Club and T&T advisory Panel (volunteers) continue to manage invasive plants, vines and brush, through manual methods. - ONGOING - Boot cleaning stations (funded by FABN) to

		be installed at the North and West entrances in order to minimise the risk of spread of invasive plant seeds. These have QR link to the Town trails webpage. NEXT STEP Constructed with installation by volunteers expected in early November.
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Goal 2: A looped trail system that supports education and the enjoyment of nature.

Objective 2A	Improve existing trail system and boundary marking.	- Add a short 8ft boardwalk over the small stream at the output from Grandpas pond at 44.33589, -76.14632. NEXT STEP: Construction required. - Improve wet area of trail, 50m east of Arthur St bridge, with ditch and short boardwalk. NEXT STEP: Construction required. - Improve viewing area at Grandpas pond. NEXT STEP clearing brush from sightlines and laying mulch (volunteers). - Improve the rocky area 100m east of Arthur St bridge. NEXT STEP: Remove the worst trip hazards and build up with mulch (volunteers). - Arthur St bridge will likely need major repairs in the next couple of years. NEXT STEP Town to build maintenance into Asset Management plan. - Add boundary signs along the eastern boundary; along laneway and around private property. NEXT STEP Signs will be purchased from Parks and Rec operations budget.
Objective 2B	Establish a new looped trail system.	Pending completion of new sub-division
Objective 2C	Establish a river view point.	- The addition of the well-established 300m side trail to Turtle Rock to the official trail network was authorised by council in Aug 2025. There is no intention to extend the trail

		south beyond Turtle Rock at this time. Mulch and signage has already been added by volunteers. NEXT STEP: Some brush removal and minor widening of the last 100m of trail is required (volunteers). - A publicly funded bench should be added to the Turtle Rock view point. Given the location's importance to the donor, this is not considered to be a suitable location for a memorial bench.
Objective 2D	Design and implement an educational element.	- Installation of educational informational signs linked by QR code to the trails page of the Town webpage. Possible locations/themes/authors include: White Pine (Doug), Turtle Rock (Doug), Invasive Plants (Alan), Plantations (Doug), Afforestation (Alan), and Grandpas Pond/Glaciation (Doug). This will need additional research on format size etc. - Encourage use of the trail by schools once informational signs are added. Note that the GSS environment class has already conducted an Invasive plant walk in 2025.
Objective 2E	Ensure sufficient parking.	Initial needs are already met by the construction completed at the end of Arthur St and the abundant parking near Carmichael.

Goal 3: Enduring community involvement from initiation.

Objective 3A	Community involvement in the development of the area.	- The initial approach will be through the provision of information and plans to the community through social media and possibly the Town trails webpage. Further involvement is anticipated to grow organically from there. - The 'Gananoque Trees and Trails' facebook page is a useful medium for this with 500 followers already. With appropriate regular posts and sharing with other wider subscribed pages a large portion of the community could be reached.
Objective 3B	Community involvement in the ongoing maintenance and evolution of the area.	

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.

McLean Memorial Forest Volunteer progress 2025

- 2 x Boot brush stations added
- Woodchips added to half of trail
- Trail to Turtle Rock established
- Improvement plan drafted
- Trenching improvements made to wet area
- Trip hazards reduced in rocky area.
- Many invasive plants managed
- Signage improved and minor repairs to bridge railings



McLean Memorial Forest 2026

Volunteer Ideas

- Add more woodchips to west section of trail
- Clear and add woodchips to viewpoint at Grandpas pond
- Further invasive plant clean ups (with Rotary Club)
- Add boundary and conservation signage
- Tree planting (grant dependent)
- Add first information signage

Ideas for Town

- Add short (8ft) boardwalk over outlet from Grandpas pond
- Add bench to Turtle Rock (budget allocation dependent)
- Chip brush cleared by volunteers for Tree Planting
- Add refurbishment of Arthur St Bridge to future budget forecast

From: Shelley Werk <Shelley@prostatecanada.ca>

Sent: July 31, 2026 3:54 PM

To: Penny Kelly <clerk@gananoque.ca>; Jeff Johnston <recmanager@gananoque.ca>; John Beddows <jbeddows@gananoque.ca>; Visitor Centre <visitorcentre@gananoque.ca>

Subject: Join us in lighting up for Prostate Cancer Awareness

Some people who received this message don't often get email from shelley@prostatecanada.ca.
[Learn why this is important](#)

Good afternoon, I hope you have been keeping well. We would love for you to join us again in lighting up in blue in September for Prostate Cancer Awareness month. We truly appreciate your ongoing support.

Last year we had over 200 landmarks and over 300 homes light up with us, please join us.

Please see our website for more information www.lightupinblue.ca and our foundation website www.prostatecanada.ca

Thank you

Shelley Werk, *Donor Relations*



Direct | 604.574.4012 Toll-free | 1.877.840.917

#107-17825 64th Avenue, Surrey, BC V3S 1Z3 Canada

shelley@prostatecanada.ca | prostatecanada.ca

if you have already received a Light up in Blue request for 2026, please disregard this email

From: John Beddows <jbeddows@gananoque.ca>

Sent: Sunday, August 2, 2026 11:11 AM

To: Shelley Werk <Shelley@prostatecanada.ca>; Penny Kelly <clerk@gananoque.ca>; Jeff Johnston <recmanager@gananoque.ca>; Visitor Centre <visitorcentre@gananoque.ca>

Subject: Re: Join us in lighting up for Prostate Cancer Awareness

Good afternoon Ms. Werk,

Thank you for reaching out. We will put the question of a declaration to Council regarding Prostate Cancer / Awareness month in September, and potentially lighting Town Hall in Blue for a week that month.

Best regards,

John S. Beddows, CD1, MPA

Mayor

The Corporation of the Town of Gananoque

30 King St. E., Gananoque ON, K7G 1E9

613-382-2149 Ext. 1119

Fax: 613-382-8587

31 July 2026

Open Letter to the Councillors of the Town of Gananoque

Good day,

In 2022 I campaigned on an agenda to enhance accountability and transparency at the municipal level. Individual accountability and transparency are essential characteristics of Canadian democracy and I assert that more transparency legitimizes government at every level. In line with this, starting in 2024 I tried to get Gananoque Council meetings recorded and made available to the public. After an overlong process, earlier this year four of you voted against transparency and delayed the decision until after the election.

As an advocate of transparency and accountability, I write this open letter further to recent actions taken by yourselves and, at your direction, senior managers and the CAO, following my request that documents be preserved in connection with ongoing and anticipated proceedings.

As you are all aware, and as set out in the preservation notice I sent to you dated April 22, 2026, the purpose of that request was straight forward: to ensure that all relevant documents, including recordings and associated materials, are maintained and not deleted, altered, or lost. Specifically referenced in that preservation notice is the recording of the 08 April 2026 Council meeting. The key passage (from page 2 of the preservation notice which accompanies) is:

“The term “document” as used in the Ontario Rules of Civil Procedure has a very broad scope and includes any recorded form of communication or electronically stored information such as all recordings of Council meetings relating to the matters that are the subject of the judicial review, including any recordings addressing the role of Mr. Fleming in his capacity as Integrity Commissioner, together with all associated source files, backups, and metadata. Preservation of documents means taking reasonable steps to:

1. ensure that relevant documents (including electronically stored information) are not destroyed, lost or relinquished to others, either intentionally, or inadvertently such as through the implementation of an ordinary course document retention/destruction policy;
2. ensure that relevant documents are not modified – an issue that arises particularly in the case of electronically stored information (which may be

modified by the simple act of accessing the information), and in the case of documents used on an ongoing basis in the operation of business; and,

3. ensure that relevant documents remain accessible – again, an issue that arises particularly in the case of electronically store information, which may require particular forms of software of hardware to remain readable.

We specifically require that all reasonable steps be taken to preserve all documents in the Town's possession, power and control that are relevant to the proposed action, including, but not limited to, the April 8, 2026 Council Meeting recording."

It is difficult to understand why Councillors of the Town have treated my request to preserve public records as controversial. The preservation of relevant documents is a basic obligation and should not give rise to concern or consequence. That being said, the decision of four members of Council to vote against recording and making public recordings of our Council meetings by deferring the decision until after the municipal election, taken after I sent the preservation notice to Council on April 22nd, is at core about not wanting to preserve and make records publicly available.

Following receipt of the April 22nd preservation notice by the Town and Council, and a closed-session of Council on May 6th at which you almost certainly discussed the preservation notice and from which I recused myself, I met with Deputy Mayor Leakey and the CAO at their request on May 11th in my office at Town Hall. At that meeting, Deputy Mayor Leakey and the CAO, speaking on behalf of Council, informed me that I would no longer permitted to meet privately with staff or conduct Town business without multiple individuals present, that I must be accompanied in all interactions and that a member of Council would be included by staff in all of their e-mail communications with me.

No explanation has been provided as to how these restrictions bear any rational connection to the preservation of documents. The onus is on the Town and, by extension the Clerk and Council, to meet the requirement and not on me. The existence or preservation of records is entirely unrelated to who attends a meeting or whether discussions occur in private. Your imposition of such conditions therefore appears unrelated to the stated concern and raises the question of whether these measures are, in fact, responsive to the preservation request.

More significantly, I understand that the locks at Town Hall have been changed, alarm codes have been altered, and I have been denied after-hours access to the building. These actions have the effect of restricting my ability to carry out my duties. No

explanation has been provided for why such measures are necessary or appropriate, nor how they relate to the preservation of records.

I would point out that the re-keying of locks which I understand included the offices of managers and CAO, and any additional installation of locks, has not included my office which did not "get a deadbolt" during the installation and remains without one. As CEO and Mayor, I do not understand the legal basis for being barred from the building in this manner, I see no justification for an imbalanced security protocol related to re-keying of locks which appears to be about access to offices of managers and CAO but where the office of the Mayor doesn't even have a lock and is therefore open after hours, and I do not agree that such steps are justified. This also appears to be an attempt by Council to interfere with the normal fulfillment of my duties, the exercise of statutory authority as your Mayor and CEO of the Corporation, and doesn't bear any relation to the preservation of records.

Taken together, the Council-imposed unilateral restrictions on my direct communications with CAO, managers and staff including the ones who respond to me directly, the requirement that others be present at all of my meetings with municipal employees, and the denial of entry to Town Hall appear to be disproportionate and disconnected from the stated purpose of preserving documents and data which I do not, and never have controlled. It looks a lot more like this is merely an attempt to interfere with my ability to fulfil my responsibilities and the normal exercise of authority as the elected Mayor of Gananoque in a strong mayor framework and for Council to insert itself and interfere with the exclusive statutory authorities of the Mayor in a strong mayor municipality. The sequence of events suggests that these measures are for other purposes than the preservation of records and that they represent a retaliatory response to, or consequence of, the preservation request rather than a necessary step arising from it. On their face, these restrictions, imposed by Councillors during in-camera discussions, appear to be intended to impede and limit the exercise of statutory authority and fulfilment of my role as CEO and Mayor.

I remain committed to ensuring that all relevant documents are preserved, as required. At the same time, I do not accept that this obligation justifies restrictions that impair my ability to perform my role, exercise statutory authority or fulfil the normal functions of my Office without a clear and rational basis.

I would note that the day after the meeting with Deputy Mayor Leahey and the CAO on May 11th, I sent them a draft copy of minutes of the meeting, based on my notes, along with four questions. Those questions were:

1. The recording of the April 8th, 2026 meeting of Council has not been deleted by the Clerk and is available on request: Y/N?
2. Which firm and representative provided the legal opinion to Council regarding the preservation letter?
3. Council took no steps to ensure that additional persons or managers at meetings with the Mayor are, by virtue of their not being either a party to or subordinate to a party to the Code of Conduct complaint which is the subject of the current Judicial Review or a member of a body directing response to the current Judicial Review, objective and impartial: Y/N?
4. You acknowledge that the CAO is employed by the Corporation and is directly responsible to the head of council / Mayor. Y/N?

In her email reply, Deputy Mayor Leakey did not answer the questions and didn't provide any comment on the draft minutes but, speaking on behalf of herself and the rest of Council, replied:

"I will never answer you in writing."

Accountability means going on the record. Refusing to reply in writing is refusing to go on the record. Not being willing to go on the record is the opposite of accountability.

I would point out to the public that the attached preservation notice has been in the possession of Council since April 22nd, and could have been made public by Council at any time. You chose not to.

The recent Court decision in favour of the Mayor of Frontenac Islands in Greenwood-Speers vs Township of Frontenac Islands, essentially Mayor Greenwood-Speers vs. the Councillors of the Frontenac Islands, has underscored the simple fact that elected Mayors have statutory roles and responsibilities which Councils may not restrict. It appears, on its face, that the Council of the Town of Gananoque has exceeded its authority in an unreasonable attempt to restrict my ability to fulfil my statutory role and authority under the strong mayor powers. The restrictions imposed by Council target the Mayor only, don't restrict Councillors as it was communicated to me, and don't appear to advance the preservation of documents that have never been under my control, such as the recording of a Council meeting. This looks very much like a "back door" effort to limit the exercise of those authorities and to improperly insert Councillors into processes which, by statute and in law, rest exclusively in the purview of the Mayor.

I therefore invite the Councillors of the Town of Gananoque to address this question in public, in open Council session, at the beginning of a Council meeting. If you are committed to real transparency and accountability then there should be no hesitation on your part to quickly move the complete record of Council deliberations related to the preservation notice of April 22nd, any advice or input received from municipal employees related to the preservation notice, any legal advice received regarding the preservation notice, the decisions and record of voting on this issue and any direction issued to municipal employees fully into the public record. At the same time, I invite Deputy Mayor Leahey to answer on her and Council's behalf the four questions I included in my draft minutes including confirmation of whether or not the recording of the April 8th, 2026, meeting of Council has been retained or deleted.

To all of Council, I invite you to embrace actual transparency and accountability in this matter, to go on the public record and provide the taxpayers of Gananoque the information and facts they need to develop informed opinions of the reasons for your decisions and how you are spending taxpayer dollars in relation to the preservation notice of April 22nd.

Or don't.

That's also a message.

A handwritten signature in dark ink, appearing to read 'John S. Beddows', with a long horizontal stroke extending to the right.

John S. Beddows
Mayor of the Town of Gananoque



Christopher R. Lee
cleee@LN.law
416-748-5117

**SENT VIA EMAIL (dreiter@airdberlis.com; ssood@airdberlis.com;
mcowan@airdberlis.com)**

April 22, 2026

Aird & Berlis LLP
Barristers and Solicitors
Brookfield Place
181 Bay Street, Suite 1800
P.O. Box 754
Toronto ON M5J 2T9

*Your Client: Respondent, The Corporation of
The Town of Gananoque*

**Attn: David Reiter, Sanj Sood, and Meghan
Cowan**

Dear Counsel,

**RE: John Beddows v. The Corporation of the Town of Gananoque et al.
Court File No.: DC-25-00003025-0000
Our File No.: 36005-0001
URGENT – PRESERVATION NOTICE**

As you are aware, we act for John Beddows in connection with his application for judicial review arising from a code of conduct complaint initiated by The Corporation of the Town of Gananoque (“**Town**”) and investigated by the Town’s Integrity Commissioner.

This letter is a reminder that the Town is required to preserve all documents that may be relevant to current or future litigation. In particular, the Town’s recording of the April 8, 2026 open session Council meeting must not be deleted, given the Clerk’s Office practice of deleting recordings once minutes are approved at the subsequent Council meeting (scheduled for today, April 22, 2026). The April 8, 2026 recording may be relevant to current or future litigation and must be preserved immediately. Any deletion, alteration, overwriting, or failure to preserve this recording (including any backups or source files) may constitute spoliation of evidence.

We understand that at the April 8, 2026 open session meeting, Council considered the extension of Mr. Fleming’s contract as Integrity Commissioner. We further understand the Town Clerk, Penny Kelly, stated that Mr. Beddows had a conflict of interest—specifically a pecuniary interest—arising from the ongoing judicial review, and that he was therefore required to recuse himself; Councillors Osmond and Harper supported this view. As a result, Mr. Beddows withdrew from the discussion and vote under protest.



The Town is obligated to take reasonable steps to preserve all documents and evidence relevant to contemplated and ongoing legal proceedings.

The term “document” as used in the Ontario *Rules of Civil Procedure* has a very broad scope and includes any recorded form of communication or electronically stored information such as all recordings of Council meetings relating to the matters that are the subject of the judicial review, including any recordings addressing the role of Mr. Fleming in his capacity as Integrity Commissioner, together with all associated source files, backups, and metadata.

Preservation of documents means taking reasonable steps to:

1. ensure that relevant documents (including electronically stored information) are not destroyed, lost or relinquished to others, either intentionally, or inadvertently such as through the implementation of an ordinary course document retention/destruction policy;
2. ensure that relevant documents are not modified – an issue that arises particularly in the case of electronically stored information (which may be modified by the simple act of accessing the information), and in the case of documents used on an ongoing basis in the operation of business; and,
3. ensure that relevant documents remain accessible – again, an issue that arises particularly in the case of electronically stored information, which may require particular forms of software or hardware to remain readable.

We specifically require that all reasonable steps be taken to preserve all documents in the Town’s possession, power and control that are relevant to the proposed action, including, but not limited to, the April 8, 2026 Council Meeting recording. This includes preservation of documents stored on its behalf by third parties. In the case of electronically stored information, please ensure that relevant data is preserved intact and unmodified in its original electronic form.

The Town has an obligation to immediately notify all other persons who may have documents over which it exerts control, of their similar obligation to preserve those relevant documents. This includes the preservation of documents notwithstanding the implementation of any and all third-party data and/or document deletion policies that may be in force and effect from time to time.

We also specifically require that all reasonable steps be taken to preserve all documents in the Town’s possession, power and control that are relevant to the judicial review.

Further, we request that Ms. Kelly provide an explanation of the basis for her conclusion that this constitutes a conflict of interest.

Should the Town fail to comply with this request to preserve evidence, Mr. Beddows will be seeking appropriate consequences.



Please govern yourself accordingly.

Yours truly,

LOOPSTRA NIXON LLP

Per:

A handwritten signature in blue ink, appearing to read "C. Lee".

Christopher R. Lee

CRL/

July 27, 2026

AA-024-26

Via e-mail

Ms. Penny Kelly, Clerk/CEMC
Town of Gananoque
30 King Street East, P.O. Box 100
Gananoque ON K7G 2T6

Dear Ms. Kelly,

Re: Cataraqui Conservation 2027 Budget – Draft for Review

The Cataraqui Conservation Board has approved a draft budget for 2027 to be circulated to member municipalities for review. Pending feedback, the draft budget will be brought forward for approval at the September 23, 2026, Cataraqui Conservation Board meeting.

Attached please find:

- Draft 2027 Cataraqui Conservation Operating Budget - Summary ([Attachment # 1](#));
- Draft 2027 Cataraqui Conservation Municipal Apportionments ([Attachment #2](#));
- Draft 10-year Project Forecast for 2027 to 2036 ([Attachment # 3](#));
- Draft 2027 Cataraqui Conservation Budget and Business Workplan ([Attachment # 4](#)); and
- Draft 2027 Cataraqui Conservation Fee Schedule ([Attachment # 5](#)).

In total, the apportionment from eleven member municipalities, as shown on Attachment # 2, will provide \$3.49 million toward a proposed \$7.05 million Cataraqui Conservation 2027 Operating Budget. The total municipal apportionment represents a 1.25% increase in 2027 compared to 2026. Other sources of funding include revenues from fees, government grants, internal recoveries, and partnerships.

Cataraqui Conservation services are categorized based on provincial direction within the *Conservation Authorities Act*. General and Special Apportionments are split based on Category 1 – Mandatory Services, Category 2 – Municipal Services, and Category 3 – Locally Supported Services. The apportionment percentage for each member municipality is based upon current value assessment figures that are updated annually and provided by the Ontario Ministry of Natural Resources. Special apportionments support specific programs and initiatives, such as the Marsh Bridge Dam on the Gananoque River system.

Cataraqui Conservation provides a wide range of services that benefit member municipalities. Please refer to the Draft 2027 Budget and Business Workplan (Attachment 4) for a description of our programs and services and what is planned for 2027.

Cataraqui Conservation works with municipalities and other partners to protect life and property from flooding and natural hazards, conserve lakes, forests and other natural resources, and enhance the health and quality of life of local communities. The Conservation Authority is mindful of the financial challenges faced by its member municipalities. In this context, all aspects of Cataraqui Conservation operation budget reflect a thorough analysis of program requirements.

Draft 2027 Apportionment Amounts

The total proposed 2027 apportionment for the Town of Gananoque is \$59,654, which represents a 0.92% increase over 2026. See Table 1, Proposed 2027 Apportionment Amounts for the Town of Gananoque.

Table 1. Proposed 2027 Apportionment Amounts for the Town of Gananoque

Category	\$ 2026	\$ 2027	\$ Change	% Change
Category 1 and Corporate Services: General Apportionment	53,251.69	53,785.00	533.31	1.00%
Category 1 Specific Properties: Special Apportionment	0.00	0.00	n/a	n/a
Category 1 Water Control Structures: Special Apportionment	5,229.45	5,217.00	-12.45	-0.24%
Category 2 Municipal Water Control Structures: Special Apportionment	0.00	0.00	n/a	n/a
Category 3 Locally Supported Services General Apportionment	631.96	652.00	20.04	3.17%
TOTAL	59,113.10	59,654.00	540.90	0.92%

Cataraqui Conservation would welcome the opportunity to present the draft 2027 budget, forecast and upcoming initiatives to Council. In the interim, if the municipality would like to discuss Cataraqui Conservation's proposed budget or any aspect of its services, we would be pleased to do so.

Should you have any questions about the above, please feel free to call me at 613-546-4228 x. 248.

Yours truly,

(original signed by)

David Ellingwood
General Manager

DE/dc

Attachments:

- 1) Draft 2027 Operating Budget - Summary (Draft for Review)
- 2) Draft 2027 Cataraqui Municipal Apportionments (Draft for Review)
- 3) Draft 10-year Project Forecast for 2027 to 2036 (Draft for Review)
- 4) Draft 2027 Budget and Business Workplan (Draft for Review)
- 5) Draft 2027 Fee Schedule (Draft for Review)

cc: Mr. Matt Harper, Cataraqui Conservation Municipal Representative
Ms. Melanie Kirkby, CAO
Ms. Kim Kirkland, Accounting Administrator
Mr. John Morrison, Treasurer

Cataraqui Region Conservation Authority
Draft 2027 Operating Budget - Summary
Approved for Circulation by Full Authority Board
July 22, 2026

	2026	2027	2027 vs 2026	2027 vs 2026	2026	2027	2026	2027
	Approved Budget	Draft Budget	(Increase)/ Decrease	% Change	Internal Recoveries	Internal Recoveries	Budget Net	Budget Net
Revenues								
Municipal Apportionments								
General Levy - Corporate & Category 1 Services (Operating)	(2,806,450)	(2,853,908)	(47,458)	1.69%	-	-	(2,806,450)	(2,853,908)
General Levy - Corporate & Category 1 Services (Capital)	(91,400)	(94,840)	(3,440)	3.76%	-	-	(91,400)	(94,840)
General Levy - Category 2 - Municipal Apportionment	-	-	-	0.00%	-	-	-	-
General Levy - Category 3 - Locally Supported Services (Operating)	(82,835)	(88,865)	(6,030)	7.28%	-	-	(82,835)	(88,865)
General Levy - Category 3 - Locally Supported Services (Capital)	(2,625)	-	2,625	-100.00%	-	-	(2,625)	-
Special Levy - Category 1 - Specific Properties (Operating)	(214,080)	(241,285)	(27,205)	12.71%	-	-	(214,080)	(241,285)
Special Levy - Category 1 - Specific Properties (Capital)	(53,950)	(28,350)	25,600	-47.45%	-	-	(53,950)	(28,350)
Special Levy - Category 1 - Water Control Structures (Operating)	(45,398)	(45,140)	258	-0.57%	-	-	(45,398)	(45,140)
Special Levy - Category 1 - Water Control Structures (Capital)	(125,935)	(114,845)	11,090	-8.81%	-	-	(125,935)	(114,845)
Special Levy - Category 2 - Water Control Structures (Operating)	(11,115)	(19,050)	(7,935)	71.39%	-	-	(11,115)	(19,050)
Special Levy - Category 2 - Water Control Structures (Capital)	(9,485)	-	9,485	-100.00%	-	-	(9,485)	-
Special Levy - Category 3 - Locally Supported Services	-	-	-	0.00%	-	-	-	-
Total Municipal Apportionments	(3,443,273)	(3,486,283)	(43,010)	1.25%	-	-	(3,443,273)	(3,486,283)
Government Transfers								
Federal	-	-	-	0.00%	-	-	-	-
Provincial	(261,151)	(263,301)	(2,150)	0.82%	-	-	(261,151)	(263,301)
Total Government Transfers	(261,151)	(263,301)	(2,150)	0.82%	-	-	(261,151)	(263,301)
Authority Generated								
Fees	(703,660)	(716,955)	(13,295)	1.89%	-	-	(703,660)	(716,955)
Other (Operating)	(895,550)	(818,100)	77,450	-8.65%	-	-	(895,550)	(818,100)
Other (Capital)	(55,435)	(63,650)	(8,215)	14.82%	-	-	(55,435)	(63,650)
Reserve Transfer	(155,650)	(222,780)	(67,130)	43.13%	-	-	(155,650)	(222,780)
Internal Recoveries (Operating)	(1,306,685)	(1,476,149)	(169,464)	12.97%	(1,306,685)	(1,476,149)	-	-
Internal Recoveries (Capital)	(84,140)	-	84,140	-100.00%	(84,140)	-	-	-
Total Authority Generated	(3,201,120)	(3,297,634)	(96,514)	3.02%	(1,390,825)	(1,476,149)	(1,810,295)	(1,821,485)
Total Revenues	(6,905,544)	(7,047,218)	(141,674)	2.05%	(1,384,825)	(1,476,149)	(5,520,719)	(5,571,069)

Cataraqui Region Conservation Authority
Draft 2027 Operating Budget - Summary
Approved for Circulation by Full Authority Board
July 22, 2026

	2026	2027	2027 vs 2026	2027 vs 2026	2026	2027	2026	2027
	Approved Budget	Draft Budget	Increase/ (Decrease)	% Change	Internal Recoveries	Internal Recoveries	Budget Net	Budget Net
Expenses - Corporate Services								
Corporate Services								
100: General Manager's Office	418,100	439,031	20,931	5.01%	46,450	46,791	371,650	392,240
150: Full Authority Board	12,250	10,410	(1,840)	-15.02%	8,550	6,910	3,700	3,500
200: Corporate Services	145,375	119,460	(25,915)	-17.83%	93,150	103,010	52,225	16,450
205: Human Resources	41,500	43,260	1,760	4.24%	28,900	28,810	12,600	14,450
210: Information Technology	332,865	337,042	4,177	1.25%	10,065	10,082	322,800	326,960
220: Finance	247,900	259,888	11,988	4.84%	25,650	29,908	222,250	229,980
230: Communication	208,300	218,345	10,045	4.82%	12,000	16,245	196,300	202,100
600: Corporate Financing	327,515	323,510	(4,005)	-1.22%	11,700	12,310	315,815	311,200
Total Corporate Services	1,733,805	1,750,946	17,141	0.99%	236,465	254,066	1,497,340	1,496,880
Expenses - Category 1 Services								
Conservation Lands & Operations								
300: Conservation Lands	330,100	338,238	8,138	2.47%	62,950	59,258	267,150	278,980
310: Operations & Maintenance	385,825	404,336	18,511	4.80%	15,675	14,666	370,150	389,670
Total Conservation Lands & Operations	715,925	742,574	26,649	3.72%	78,625	73,924	637,300	668,650
Conservation Areas								
331: Little Cataraqui Creek Conservation Area (LCCA)	88,810	99,100	10,290	11.59%	58,150	67,800	30,660	31,300
332: Mac Johnson Wildlife Area (MJWA)	83,250	91,370	8,120	9.75%	46,450	52,130	36,800	39,240
333: Lemoine Point Conservation Area (LPCA)	158,870	185,520	26,650	16.77%	112,870	139,340	46,000	46,180
334: Marble Rock Conservation Area (MRCA)	4,840	5,335	495	10.23%	3,290	3,760	1,550	1,575
335: Parrott's Bay Conservation Area (PBCA)	39,430	49,000	9,570	24.27%	32,350	40,860	7,080	8,140
336: Owl Woods Conservation Area (OWCA)	3,050	4,220	1,170	38.36%	2,260	3,450	790	770
337: Gould Lake Conservation Area (GLCA)	19,665	18,300	(1,365)	-6.94%	14,010	12,990	5,655	5,310
338: Lyn Valley Conservation Area (LVCA)	16,215	15,790	(425)	-2.62%	12,375	11,430	3,840	4,360
339: Marshlands Conservation Area (MCA)	32,545	29,900	(2,645)	-8.13%	17,775	23,170	14,770	6,730
340: Cataraqui Trail	71,125	88,230	17,105	24.05%	50,575	69,780	20,550	18,450
350: Miscellaneous Properties	20,325	23,540	3,215	15.82%	4,775	7,440	15,550	16,100
352: Boat Ramps, Access Points & Docks	18,810	21,970	3,160	16.80%	13,735	16,220	5,075	5,750
Total Conservation Areas	556,935	632,275	75,340	13.53%	368,615	448,370	188,320	183,905
Facilities & Fleet								
361: LCCA Outdoor Centre	76,330	76,360	30	0.04%	29,890	27,660	46,440	48,700
362: LCCA Administration Facility	216,555	216,880	325	0.15%	4,000	2,400	212,555	214,480
363: LCCA Workshop	23,500	26,650	3,150	13.40%	13,400	13,350	10,100	13,300
390: MJWA Outdoor Centre	4,755	5,715	960	20.19%	1,630	1,590	3,125	4,125
391: MJWA Workshop	7,390	7,560	170	2.30%	3,610	3,260	3,780	4,300
392: LPCA Workshop	8,730	7,390	(1,340)	-15.35%	2,685	1,240	6,045	6,150
393: Lemoine Point Native Plant Nursery (LPNPN)	10,510	12,255	1,745	16.60%	300	570	10,210	11,685
450: Fleet	102,810	112,850	10,040	9.77%	27,950	24,750	74,860	88,100
Total Facilities & Fleet	450,580	465,660	15,080	3.35%	83,465	74,820	367,115	390,840
Education & Public Programming								
232: Public Programming	87,810	88,941	1,131	1.29%	25,320	21,760	62,490	67,181
235: Education	49,549	49,743	194	0.39%	7,131	6,170	42,418	43,573
Total Education & Public Programming	137,359	138,684	1,325	0.96%	32,451	27,930	104,908	110,754
Watershed Management								
500: Watershed Planning & Engineering	229,860	230,169	309	0.13%	74,885	66,989	154,975	163,180
510: Development Review	838,800	882,794	43,994	5.24%	143,585	146,604	695,215	736,190
520: Engineering	249,350	247,143	(2,207)	-0.89%	17,000	15,873	232,350	231,270
525: Water Resource Management	56,701	63,570	6,869	12.11%	55,790	62,970	911	600
550: Watershed Science	230,452	268,373	37,921	16.46%	52,016	73,726	178,436	194,647
560: Drinking Water Source Protection	204,450	206,600	2,150	1.05%	75,100	77,570	129,350	129,030
Total Watershed Management	1,809,613	1,898,649	89,036	4.92%	418,376	443,732	1,391,237	1,454,917
Water Control Structures (WCS)								
531: Sydenham Lake Dam	5,675	6,280	605	10.66%	4,950	5,535	725	745
532: Wilton Road / Odessa Dam	11,555	13,415	1,860	16.10%	11,000	13,065	555	350
534: Little Cataraqui Creek Dam	3,975	4,460	485	12.20%	3,900	4,385	75	75
535: Temperance Lake Dam	6,078	5,120	(958)	-15.76%	4,400	4,935	1,678	185
536: Marsh Bridge Dam	5,505	5,000	(505)	-9.17%	4,350	4,885	1,155	115
537: Lees Pond / Fred Grant Dam	5,665	5,180	(485)	-8.56%	4,550	5,085	1,115	95
538: Broome-Runciman Dam	6,945	5,685	(1,260)	-18.14%	4,550	5,085	2,395	600
Total Water Control Structures (WCS)	45,398	45,140	(258)	-0.57%	37,700	42,975	7,698	2,165
Total Expenses - Corporate & Category 1 Services	5,449,615	5,673,928	224,313	4.12%	1,255,697	1,365,817	4,193,918	4,308,111

	2026	2027	2027 vs 2026		2026	2027	2026	2027
	Approved Budget	Draft Budget	Increase/ (Decrease)	% Change	Internal Recoveries	Internal Recoveries	Budget Net	Budget Net
Expenses - Category 2 Services								
Municipal Water Control Structures (WCS)								
533: Highgate Creek Channelization	2,495	2,490	(5)	-0.20%	2,450	2,490	45	-
539: Buells Creek Detention Basin	6,455	5,085	(1,370)	-21.22%	4,550	5,085	1,905	-
540: Booth Falls Diversion	2,165	2,100	(65)	-3.00%	2,150	2,100	15	-
Total Municipal Water Control Structures (WCS)	11,115	9,675	(1,440)	-12.96%	9,150	9,675	1,965	-
Total Expenses - Category 2 Services	11,115	9,675	(1,440)	-12.96%	9,150	9,675	1,965	-
Expenses - Category 3 Services								
Education & Public Programming								
232: Public Programming - Active Recreation	204,890	207,530	2,640	1.29%	59,080	50,886	145,810	156,644
366: Sugar Shack	2,785	1,310	(1,475)	-52.96%	1,160	300	1,625	1,010
235: Education - Active Recreation	148,646	149,227	581	0.39%	21,394	18,520	127,253	130,707
Total Education & Public Programming	356,321	358,067	1,746	0.49%	81,634	69,706	274,688	288,361
Watershed Management								
550: Watershed Science - Local Monitoring	57,613	67,093	9,480	16.45%	13,004	18,430	44,609	48,663
Total Watershed Management	57,613	67,093	9,480	16.45%	13,004	18,430	44,609	48,663
Stewardship								
320: Forestry	604,800	551,559	(53,241)	-8.80%	23,000	17,889	581,800	533,670
364: Cold Storage	4,060	1,980	(2,080)	-51.23%	2,340	300	1,720	1,680
Total Stewardship	608,860	553,539	(55,321)	-9.09%	25,340	18,189	583,520	535,350
Total Expenses - Category 3 Services	1,022,794	978,699	(44,095)	-4.31%	119,978	106,325	902,817	872,374
Total Expenses - Operating	6,483,524	6,662,302	178,778	2.76%	1,384,825	1,481,817	5,098,699	5,180,485
Total Expenses (transfers to reserves) - Capital Projects	422,020	384,916	(37,104)	-8.79%	-	-	422,020	384,916
Total Expenses	6,905,544	7,047,218	141,674	2.05%	1,384,825	1,481,817	5,520,719	5,565,401

Cataraqui Region Conservation Authority

Draft 2027 General and Special Apportionments to Member Municipalities

Approved for Circulation by Full Authority Board
July 22, 2026

Participating Member Municipality	General Apportionments: Corporate & Category 1 Services				Special Apportionments: Category 1 - Specific Properties				Special Apportionments: Category 1 - Water Control Structures				Special Apportionments: Category 2 - Municipal Water Control Structures				General Apportionments: Category 3 - Locally Supported Services				TOTAL APPORTIONMENT			
	2026	2027	\$ Change	% Change	2026	2027	\$ Change	% Change	2026	2027	\$ Change	% Change	2026	2027	\$ Change	% Change	2026	2027	\$ Change	% Change	2026	2027	\$ Change	% Change
Township of Athens	23,369.71	23,502.00	132.29	0.57%	0.00	0.00	n/a	n/a	10,852.70	10,912.00	59.30	0.55%	0.00	0.00	n/a	n/a	696.90	716.00	19.10	2.74%	34,919.31	35,130.00	210.69	0.60%
City of Brockville	221,005.36	224,872.00	3,866.64	1.75%	0.00	0.00	n/a	n/a	13,050.00	11,790.00	- 1,260.00	-9.66%	16,740.00	15,100.00	- 1,640.00	-9.80%	6,590.54	6,852.00	261.46	3.97%	257,385.90	258,614.00	1,228.10	0.48%
Township of Elizabethtown-Kitley	32,714.06	33,085.00	370.94	1.13%	0.00	0.00	n/a	n/a	24,840.00	13,530.00	- 11,310.00	-45.53%	0.00	0.00	n/a	n/a	975.56	1,008.00	32.44	3.33%	58,529.62	47,623.00	- 10,906.62	-18.63%
Township of Front of Yonge	27,610.27	27,954.00	343.73	1.24%	0.00	0.00	n/a	n/a	8,321.95	8,217.00	- 104.95	-1.26%	0.00	0.00	n/a	n/a	823.36	851.00	27.64	3.36%	36,755.58	37,022.00	266.42	0.72%
Town of Gananoque	53,251.69	53,785.00	533.31	1.00%	0.00	0.00	n/a	n/a	5,229.45	5,217.00	- 12.45	-0.24%	0.00	0.00	n/a	n/a	631.96	652.00	20.04	3.17%	59,113.10	59,654.00	540.90	0.92%
Town of Greater Napanee	83,644.53	85,160.00	1,515.47	1.81%	0.00	0.00	n/a	n/a	0.00	0.00	n/a	n/a	0.00	0.00	n/a	n/a	2,494.34	2,595.00	100.66	4.04%	86,138.87	87,755.00	1,616.13	1.88%
City of Kingston	1,832,382.86	1,867,501.00	35,118.14	1.92%	204,435.00	201,065.00	- 3,370.00	-1.65%	11,285.00	11,685.00	400.00	3.54%	3,860.00	3,950.00	90.00	2.33%	54,643.02	56,906.00	2,262.98	4.14%	2,106,605.88	2,141,107.00	34,501.12	1.64%
Township of Leeds and the Thousand Islands	178,580.05	179,579.00	998.95	0.56%	2,845.00	2,950.00	105.00	3.69%	10,458.90	10,434.00	- 24.90	-0.24%	0.00	0.00	n/a	n/a	5,325.39	5,472.00	146.61	2.75%	197,209.34	198,435.00	1,225.66	0.62%
Loyalist Township	183,156.27	187,304.00	4,147.73	2.26%	60,750.00	65,620.00	4,870.00	8.02%	79,011.25	79,620.00	608.75	0.77%	0.00	0.00	n/a	n/a	5,461.86	5,707.00	245.14	4.49%	328,379.38	338,251.00	9,871.62	3.01%
Township of Rideau Lakes	89,551.61	90,998.00	1,446.39	1.62%	0.00	0.00	n/a	n/a	0.00	0.00	n/a	n/a	0.00	0.00	n/a	n/a	2,670.50	2,773.00	102.50	3.84%	92,222.11	93,771.00	1,548.89	1.68%
Township of South Frontenac	172,583.60	175,008.00	2,424.40	1.40%	0.00	0.00	n/a	n/a	8,283.75	8,580.00	296.25	3.58%	0.00	0.00	n/a	n/a	5,146.57	5,333.00	186.43	3.62%	186,013.92	188,921.00	2,907.08	1.56%
TOTAL	2,897,850.01	2,948,748.00	50,897.99	1.76%	268,030.00	269,635.00	1,605.00	0.60%	171,333.00	159,985.00	-11,348.00	-6.62%	20,600.00	19,050.00	-1,550.00	-7.52%	85,460.00	88,865.00	3,405.00	3.98%	3,443,273.01	3,486,283.00	43,009.99	1.25%

Project#	PR TBD	Title	Marsh Bridge Dam - address portaging over earth embankment	Total Project Value	\$23,000
Project Description		Reserve Notes		Project Year	2027
Complete study on how best to manage portaging over earthen embankment.				Status	Pending Board Approval
				Reserve Draw	\$12,500
				Federal Contribution	\$0
				Provincial Contribution	\$12,500
				Donation	\$0
				Other Source	\$0
Department	Watershed Planning and Engineering	Staff Lead			

Project#	PR TBD	Title	Watershed Monitoring Equipment	Total Project Value	\$8,000
Project Description		Reserve Notes		Project Year	2027
To support the repair and replacement of various equipment (sensors, monitors, gauges). This project supports the integrated watershed management plan.				Status	Pending Board Approval
				Reserve Draw	\$8,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Watershed Planning and Engineering	Staff Lead	Coordinator, Watershed Planning		

Project#	PR00051	Title	Temperance Lake Dam - Concrete and Steel Repair	Total Project Value	\$38,000
Project Description		Reserve Notes		Project Year	2027
In 2018, D.M. Wills Associates Ltd. completed a Water Control Structure Condition Assessment to determine priority capital projects for the next 10 years. As part of the work, each structure was inspected and recommendations were provided for how to properly maintain the structure to ensure safe operations, public safety, and longevity. This project will complete a Dam Safety Review for the structure and include Public Safety Risk Assessments performed by a third-party consultant to provide guidance and recommendations for ensuring safety for staff and the public at these structures.				Status	Pending Board Approval
				Reserve Draw	\$19,000
				Federal Contribution	\$0
				Provincial Contribution	\$19,000
				Donation	\$0
				Other Source	\$0
Department	Watershed Planning and Engineering	Staff Lead	Technologist, Water Resources		

2027 Project Request

Project#	PR00142	Title	Lyn Valley Conservation Area - Trail Upgrades / Repairs	Total Project Value	\$10,000
Project Description		Reserve Notes		Project Year	2027
This project will improve the trail conditions by resurfacing portions of the trail to provide a better user experience. Material will be placed to improve surface conditions on the trail system. This project will address target areas in need of improvement.				Status	Pending Board Approval
				Reserve Draw	\$10,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Manager, Conservation Lands; Coordinator, Operations Planning		

Project#	PR00198	Title	PC Replacement Program	Total Project Value	\$36,000
Project Description		Reserve Notes		Project Year	2027
The CRCA PC Replacement program is currently on a 5 year cycle, replacing all PC, Laptops and Tablets used by staff. Power users' computers (IT, Communications) are on a 3 year cycle replacement cycle. Power computers are refurbished and then then repurposed to other staff.				Status	Pending Board Approval
				Reserve Draw	\$36,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Corporate Services	Staff Lead	GIS & Corporate Technology Analyst		

Project#	PR00236	Title	Compensation System Update	Total Project Value	\$15,000
Project Description		Reserve Notes		Project Year	2027
Compensation reviews are to be conducted every 5 years in order for the Conservation Authority to remain competitive, attract and retain highly professional staff with appropriate skill sets, and ensure CRCA adheres to Pay Equity legislation.				Status	Pending Board Approval
				Reserve Draw	\$15,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	GM Office	Staff Lead	General Manager		

2027 Project Request

Project#	PR00243	Title	Marsh Bridge Dam - Safety Review	Total Project Value	\$66,000
Project Description		Reserve Notes		Project Year	2027
This project prepares a Dam Safety Review including Public Safety Risk Assessment.				Status	Pending Board Approval
				Reserve Draw	\$33,000
				Federal Contribution	
				Provincial Contribution	\$33,000
				Donation	
				Other Source	
Department	Watershed Planning and Engineering	Staff Lead			

Project#	PR00247	Title	Wilton Road Dam Railing Replacement	Total Project Value	\$69,000
Project Description		Reserve Notes		Project Year	2027
Replace or retrofit control structure handrails to meet code.				Status	Pending Board Approval
				Reserve Draw	\$34,500
				Federal Contribution	
				Provincial Contribution	\$34,500
				Donation	
				Other Source	
Department	Watershed Planning and Engineering	Staff Lead			

Project#	PR00273	Title	Equipment - Commercial Mower - Front Mount	Total Project Value	\$47,500
Project Description		Reserve Notes		Project Year	2027
At the June (2018) Full Authority meeting staff presented report IR-060-18 (Fleet Review). The existing commerical mower has reached its end of life and is scheduled for replacement a new commercial front mount mower will be purchased to service our trail infrasture and recreational areas.				Status	Pending Board Approval
				Reserve Draw	\$47,500
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Manager, Conservation Lands; Coordinator, Operations Planning		

2027 Project Request

Project#	PR00275	Title	Equipment - Commercial Mower - Zero Turn	Total Project Value	\$20,000
Project Description		Reserve Notes		Project Year	2027
At the June (2018) Full Authority meeting staff presented report IR-060-18 (Fleet Review). The existing commerical mower has reached its end of life and is scheduled for replacement a new commercial front mount mower will be purchased to service our trail infrasture and recreational areas.				Status	Pending Board Approval
				Reserve Draw	\$20,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Manager, Conservation Lands; Coordinator, Operations Planning		

Project#	PR00345	Title	Fleet - Pick Up Truck	Total Project Value	\$90,000
Project Description		Reserve Notes		Project Year	2027
At the June (2018) Full Authority meeting staff presented report IR-060-18 (Fleet Review) that outlined a proposed fleet. The in-service pick up truck will have reached its planned end of service life and is scheduled for replacement. A new replacement pick up will support the operational activities including property maintenance, winter plowing, moving of equipment/trailers, etc.				Status	Pending Board Approval
				Reserve Draw	\$90,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Manager, Conservation Lands; Coordinator, Operations Planning		

Project#	PR-TBD	Title	Equipment - Front mount mower deck replacement	Total Project Value	\$8,000
Project Description		Reserve Notes		Project Year	2027
The mowing deck requires replacement due to normal wear. The mower is considered to be in good condition therefore replacment of the mower attachment is proposed.				Status	Pending Board Approval
				Reserve Draw	\$8,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Coordinator, Operations Planning		

2027 Project Request

Project#	PR-TBD	Title	Mac Johnson Wildlife Area - Trail work	Total Project Value	\$8,000
Project Description		Reserve Notes		Project Year	2027
Trail Improvements will be conducted where wet or low areas exist that impair trail use.				Status	Pending Board Approval
				Reserve Draw	\$8,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Coordinator, Operations Planning		

Project#	PR-TBD	Title	Misc Property trail improvements	Total Project Value	\$10,000
Project Description		Reserve Notes		Project Year	2027
Purchase is for a bulk order of aggregate (crushed limestone) that can be used to address minor trail surface issues across multiple properties. The project would create a stockpile that could be drawn upon as required.				Status	Pending Board Approval
				Reserve Draw	\$10,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Coordinator, Operations Planning		

Project#	PR-TBD	Title	Cataraqui Trail - Culvert Replacements	Total Project Value	\$20,000
Project Description		Reserve Notes		Project Year	2027
Project is intended to assist in funding the replacment of culverts on the Cataraqui Trail. There are over 250 culverts on the Cataraqui Trail, This project would purhcase replacements for some culverts that are nearing the end of their service life.				Status	Pending Board Approval
				Reserve Draw	\$20,000
				Federal Contribution	\$0
				Provincial Contribution	\$0
				Donation	\$0
				Other Source	\$0
Department	Conservation Lands	Staff Lead	Coordinator, Operations Planning		

2027 Project Request

Project#	PR-TBD	Title	Outdoor Centre - Furniture Replacement			Total Project Value		\$10,000			
Project Description				Reserve Notes							
This project supports the replacement of aging furniture at the outdoor Centre and improve ergonomics for staff when setting up for events.								Project Year		2027	
								Status		Pending Board Approval	
								Reserve Draw		\$10,000	
								Federal Contribution		\$0	
								Provincial Contribution		\$0	
								Donation		\$0	
Department				Conservation Lands	Staff Lead	Coordinator Little Cataraqui Creek			Other Source		\$0

10-Year Forecast

Department **Conservation Lands**

Project Year **2027**

Status	Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Pending ID 142	PR00142	Lyn Valley Conservation Area - Trail Upgrades / Repairs	☒	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Pending ID 273	PR00273	Equipment - Commercial Mower - Front Mount	☒	\$47,500	\$47,500	\$0	\$0	\$0	\$0	\$0
Pending ID 275	PR00275	Equipment - Commercial Mower - Zero Turn	☒	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0
Pending ID 345	PR00345	Fleet - Pick Up Truck	☒	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0
Pending ID 428	PR-TBD	Cataraqui Trail - Culvert Replacements	☒	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0
Pending ID 425	PR-TBD	Equipment - Front mount mower deck replacement	☒	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0
Pending ID 427	PR-TBD	Misc Property trail improvements	☒	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Pending ID 429	PR-TBD	Outdoor Centre - Furniture Replacement	☒	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Pending ID 426	PR-TBD	Mac Johnson Wildlife Area - Trail work	☒	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0

Project Year **2028**

Status	Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
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Department		Conservation Lands										
Forecast ID	106	PR00106	Parrotts Bay Conservation Area - Lookout Replacement	☒	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0
Forecast ID	230	PR00230	Lemoine Point Workshop - Unspecified Capital	☒	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
Forecast ID	302	PR00302	Cataraqui Trail - OSIM Bridge Inspections	☒	\$7,000	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0
Forecast ID	325	PR00325	Parrotts Bay Conservation Area - Wayfinders Signage	☒	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
Forecast ID	328	PR00328	Outlet Boat Ramp - Parking Lot Surface Improvements	☒	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
Project Year 2029												
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact	
Forecast ID	91	PR00091	Lemoine Point CA - North Parking Lot Expansion / Resurface	☒	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	155	PR00155	Cataraqui Trail - Bridge Maintenance - Railings	☐	\$75,000	\$75,000	\$0	\$0	\$0	\$0		
Forecast ID	276	PR00276	Equipment - Landscape Dump Trailer	☒	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	326	PR00326	Parrott's Bay Conservation Area - Parking lot Repairs	☒	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	337	PR00337	Equipment - Sander	☒	\$12,000	\$12,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	356	PR00356	Lemoine Point CA - Trail Upgrades / Repairs	☒	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	

Project Year 2030

Status	Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Forecast ID	43	PR00043 Equipment - Utility Vehicle (UTV)	☑	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	167	PR00167 Equipment - Utility Vehicle (UTV)	☑	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	221	PR00221 Fleet - Pick Up Truck	☑	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	327	PR00327 Owl Woods Conservation Area - Trail and Entrance Upgrades/ Repairs	☑	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	334	PR00334 Cataraqui Trail - OSIM Bridge Inspections	☑	\$7,000	\$7,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	336	PR00336 Equipment - Utility Vehicle (UTV)	☑	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	344	PR00344 Equipment - Wood Chipper	☑	\$17,000	\$17,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	347	PR00347 Fleet - SUV	☑	\$48,000	\$48,000	\$0	\$0	\$0	\$0	\$0
Forecast ID	348	PR00348 Fleet - SUV	☑	\$48,000	\$48,000	\$0	\$0	\$0	\$0	\$0

Project Year 2031

Status	Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Forecast ID	340	PR00340 Equipment - Truck Mount Plow Attachment	☑	\$11,000	\$11,000	\$0	\$0	\$0	\$0	\$0

Department		Conservation Lands										
Forecast ID	341	PR00341	Equipment - Aluminum Float Trailer	☒	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	
Project Year		2032										
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact	
Forecast ID	154	PR00154	Fleet - Pick Up Truck	☒	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	335	PR00335	Cataraqui Trail - OSIM Bridge Inspections	☒	\$7,000	\$7,000	\$0	\$0	\$0	\$0	\$0	
Forecast ID	349	PR00349	Fleet - SUV	☒	\$48,000	\$48,000	\$0	\$0	\$0	\$0	\$0	
Department		Corporate Services										
Project Year		2027										
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact	
Pending ID	198	PR00198	PC Replacement Program	☒	\$36,000	\$36,000	\$0	\$0	\$0	\$0	\$0	
Project Year		2028										
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact	
Forecast ID	224	PR00224	Server Replacement Program	☒	\$68,000	\$68,000	\$0	\$0	\$0	\$0	\$0	
Project Year		2030										
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact	
Forecast ID	223	PR00223	PC Replacement Program	☒	\$44,000	\$44,000	\$0	\$0	\$0	\$0	\$0	

Department		Corporate Services									
Forecast ID	430	PR-TBD	Mobile Device Upgrade Project	☐	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0
Project Year		2033									
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Forecast ID	295	PR00295	PC Replacement Program	☒	\$11,600	\$11,600	\$0	\$0	\$0	\$0	\$0
Forecast ID	431	PR-TBD	Mobile Device Upgrade Project	☐	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0
Department		GM Office									

Project Year		2027									
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Pending ID	236	PR00236	Compensation System Update	☒	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0

Department		Watershed Planning and Engineering									
Project Year		2027									
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Pending ID	434	PR TBD	Marsh Bridge Dam - address portaging over earth embankment	☐	\$23,000	\$12,500	\$0	\$12,500	\$0	\$0	\$0
Pending ID	436	PR TBD	Watershed Monitoring Equipment	☐	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0
Pending ID	51	PR00051	Temperance Lake Dam - Concrete and Steel Repair	☐	\$38,000	\$19,000	\$0	\$19,000	\$0	\$0	\$0
Pending ID	243	PR00243	Marsh Bridge Dam - Safety Review	☐	\$66,000	\$33,000		\$33,000			

Department		Watershed Planning and Engineering									
Pending	ID	247	PR00247	Wilton Road Dam Railing Replacement	☐	\$69,000	\$34,500		\$34,500		
Project Year 2028											
Status		Project#	Title		Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$ Annual Operating Budget Impact
Forecast	ID	21	PR00021	Fred Grant Dam - Safety Review Update	☐	\$100,000	\$50,000		\$50,000		
Forecast	ID	41	PR00041	Marsh Bridge Dam - Embankment Vegetation Removal	☒	\$8,300	\$8,300				
Forecast	ID	42	PR00042	Marsh Bridge Dam - Erosion Repair	☐	\$19,400	\$9,700		\$9,700		
Forecast	ID	246	PR00246	Wilton Road Dam Gain Cover Repair	☐	\$6,200	\$3,100	\$0	\$3,100	\$0	\$0 \$0
Project Year 2029											
Status		Project#	Title		Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$ Annual Operating Budget Impact
Forecast	ID	36	PR00036	Little Cataraqui Creek Dam - Safety Review	☐	\$100,000	\$50,000		\$50,000		
Forecast	ID	48	PR00048	Sydenham Lake Dam - Safety Review	☐	\$120,000	\$60,000		\$60,000		
Forecast	ID	248	PR00248	Wilton Road Dam Safety Review Update	☐	\$100,000	\$50,000		\$50,000		
Project Year 2031											
Status		Project#	Title		Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$ Annual Operating Budget Impact
Forecast	ID	433	PR TBD	Fred Grant Dam - Remove mature trees on saddle dam and repair erosion	☐	\$126,300	\$63,150	\$0	\$63,150	\$0	\$0 \$0

Department		Watershed Planning and Engineering									
Forecast ID	242	PR00242	Fred Grant Dam - Grating Replacement	☐	\$13,800	\$6,900		\$6,900			
Project Year 2032											
Status		Project#	Title	Funded	Total \$	Reserve\$	Federal\$	Provincial\$	Donation\$	Other\$	Annual Operating Budget Impact
Forecast ID	435	PR TBD	Temperance Lake Dam - Inspect upstream face and repair cracks	☐	\$5,800	\$5,800	\$0	\$0	\$0	\$0	\$0



2027 Budget & Business Workplan



About

Cataraqui Region Conservation Authority (Cataraqui Conservation) is one of 36 Conservation Authorities in Ontario. We are a community-based environmental protection and advisory agency, created in 1964 by the Province of Ontario at the request of municipalities within the Cataraqui Region watershed. Our programs and services are offered on a watershed scale that focus on natural hazard management (flooding and erosion), source water protection, land conservation, outdoor recreation, education, monitoring, and community stewardship.

Our purpose is to work in partnership with local municipalities, provincial and federal government agencies, environmental organizations, and the public to further the conservation, restoration, development, and management of natural resources in the Cataraqui Region watershed as per the Conservation Authorities Act.

As a watershed-based conservation organization, Cataraqui Conservation has a responsibility to act as a regional leader in environmental protection and sustainability. The organization is committed to reducing its environmental impacts, where possible, at both an operational and governance level.

Our Mission

To deliver environmental services that support watershed conservation, respond to our changing climate, and educate and engage with our communities.

Our Vision

The Cataraqui Region watershed is healthy, resilient, and conserved for today and tomorrow.

Core Values

1. **Integrity:** consistent, honest, ethical decisions made on the best available science.
2. **Accountability:** accountable to the Full Authority Board, staff, partners, donors, and the watershed community.
3. **Inclusivity:** value diverse perspectives, teamwork, work experiences, lifestyles, cultures, and collaboration on environmental priorities.
4. **Service:** responsive, transparent, professional, knowledgeable, and fiscally responsible.
5. **Excellence in Conservation:** lead, inspire and empower our watershed community, and bring a continuous improvement approach to all that we do.

What is a Watershed?

We all live in a watershed.

Watersheds have natural boundaries defined by the size of the land and the flow of the water. They cross municipal and provincial boundaries and come in all shapes and sizes.

Watersheds carry water from the land after rain falls and snow melts through the soil, groundwater, creeks, streams, rivers, and lakes. Small watersheds become part of larger ones, as streams feed into rivers, and rivers flow into oceans. The Cataraqui Conservation watershed flows into Lake Ontario and the St. Lawrence River.

Healthy watersheds help protect and enhance our lives and play an important role in the community benefiting human health, ecological health, plants, animals, and communities.



Budget Development

Similar to other public bodies, the preparation of Cataraqui Conservation's budget and capital forecast requires consideration to balance inflation and growth-related pressures within funding guidelines provided by our member municipalities.

The foundation of Cataraqui Conservation's budget is an apportionment on partner municipalities. Staff strive each year to reduce costs, drive operational efficiencies and maximize other sources of revenue to supplement levy dollars and provide comprehensive and robust services to municipalities and watershed residents.

Other revenue sources that contribute to Cataraqui Conservation's budget include:

- Authority-generated fees charged for education programs, rentals, conservation areas, permit and planning applications.
- Fundraising and support through the Cataraqui Conservation Foundation.
- Special levies to specific municipalities for projects and services.
- Grant dollars for students, projects and infrastructure.
- Partnering with other conservation authorities and organizations on joint programming and grant opportunities.

Partner Municipalities

- Township of Athens
- City of Brockville
- Township of Leeds & the Thousand Islands
- Front of Yonge Township
- Town of Gananoque
- Town of Greater Napanee
- City of Kingston
- Township of Elizabethtown-Kitley
- Loyalist Township
- Township of Rideau Lakes
- Township of South Frontenac

Municipal Apportionment:

Each year the Ministry of Natural Resources provides assessment value information for each member municipality based on the previous year's growth. The amount of assessment value in a municipality is compared to the total assessment value for the watershed. This percentage is used when calculating a municipality's apportionment for the Cataraqui Conservation budget. The City of Kingston represents approximately 63% of the assessment value. The remaining 37% is divided among the other ten member municipalities and ranges from 7.6% down to less than 1%.

Special Apportionment: Cataraqui Conservation has two types of special apportionments which are based on specific arrangements with select municipalities that benefit in whole or in part from a property or asset. The

Special apportionment was created to support shared expenses for those municipalities and provide funding for required management, maintenance, and capital projects. Currently there are special apportionments for four properties (Lemoine Point, Parrott's Bay, Marshlands (encampment) and Owl Woods Conservation Areas), boat ramps, and each of the 10 water control structures across the watershed.

Programs & Services:

Cataraqui Conservation offers a comprehensive suite of programs and services all created to support watershed residents and municipalities with the overarching principle of conserving, preserving, protecting, and enhancing our natural environment. Our experienced team of professionals (29 staff members) deliver a wide range of services, activities and facilities which are broken down into the following key areas:

- Conservation Lands & Operations
- Education & Public Programs
- Stewardship
- Development Review
- Watershed Science & Engineering
- Drinking Water Source Protection
- Corporate Services & Administration

Our modest staff complement successfully take on multiple roles and responsibilities within the organization to ensure the business works cohesively and efficiently in achieving our goals. Staff, working with their departmental leads, have prioritized projects for their 2027 workplans. Within the following pages you will find information about the range of programs and services offered by Cataraqui Conservation and highlights of workplan projects. These projects strive to achieve our strategic goals and move the organization forward in an efficient and sustainable manner.



Photo: Hung Lam

Financing Conservation

2027 Budget: \$7.05 M

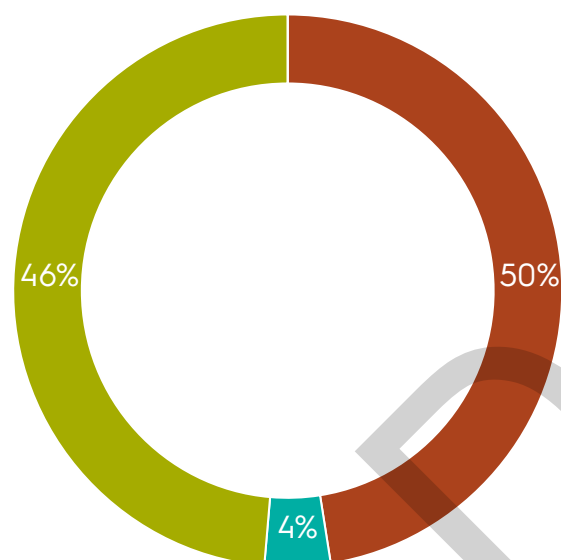
Cataraqui Conservation's proposed budget for 2027 is \$7.05 million. The capital projects list includes 17 new projects for 2027 worth \$475,000. The following pages provide details on revenues and expenditures, a budget breakdown, and work-plan projects and initiatives for 2027 capital and operational priorities.

Revenue Notes:

- Provincial funding is forecast to equal \$263,000, which is a 0.8% increase from 2026.
- Special Apportionments for properties is forecast to increase by 0.6%.
- Special Apportionments for water control structures will decrease by 6.7%.
- Authority generated revenues is expected to decrease by 1.1%.
- General Apportionment will increase by 1.25% in 2027 (\$43,010).

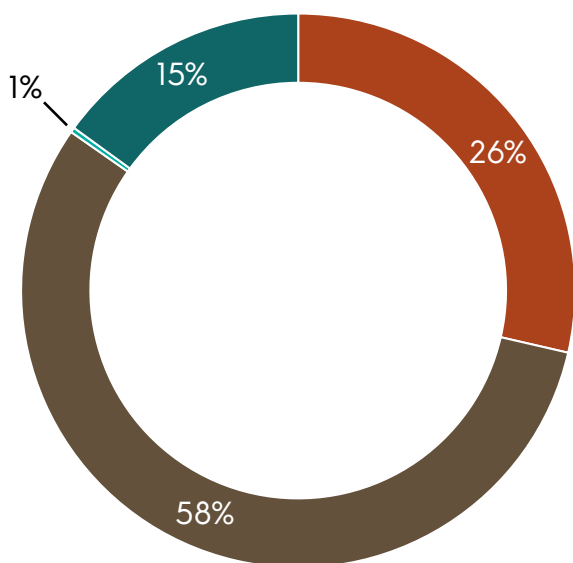
Expenditure Notes:

- A 3% cost of living adjustment has been allocated for employees.



Revenues

- Municipal Apportionment (\$3.49 M)
- Provincial Government (\$263 k)
- Authority Generated (\$3.24 M)



Expenses

- Corporate Services (\$1.75 M)
- Category 1 Services (\$3.94 M)
 - Conservation Lands & Operations (\$742 k)
 - Conservation Areas (\$632 k)
 - Facilities & Fleet (\$466 k)
 - Education & Public Programming (\$139 k)
 - Watershed Management (\$1.90 M)
 - Water Control Structures (\$45 k)
- Category 2 Services (\$10 k)
 - Municipal Water Control Structures (\$10 k)
- Category 3 Services (\$0.98 M)
 - Education & Public Programming (\$358 k)
 - Watershed Science & Engineering (\$67 k)
 - Stewardship (\$553 k)



Conservation Lands & Operations

Protecting lands and enhancing the ecosystem for generations to come

(Category 1 Service)

Cataraqui Conservation owns and manages over 4,700 hectares of lands for the protection of vulnerable habitat, watershed management, valuable natural resources, and recreation. Each year, tens of thousands of area residents and visitors take time out of their busy lives to spend some quiet, quality time surrounded by nature alongside family and friends. Studies have proven this to be good for people's physical, emotional and spiritual health in difficult times. The solace and healing found in these natural areas has been well documented.

Cataraqui Conservation Lands and Operations staff play an integral part in the management and maintenance of all Cataraqui Conservation properties, including both public spaces and environmentally significant/sensitive lands through all four seasons. The latter of these are left as natural and unspoiled as possible to preserve and improve the sustainability of native plant and animal species, offering protected spaces for them to thrive and grow, protect features that perform natural functions like slowing runoff, filtering pollutants, reducing flooding, as well as continuing to enhance the important biodiversity throughout the Cataraqui Region.

Conservation Areas: Cataraqui Trail, Gould Lake, Lemoine Point, Little Cataraqui Creek, Lyn Valley, Mac Johnson Wildlife Area, Marble Rock, Marshlands, Parrott's Bay.

Forest Protection Properties: Clancy, Bastard & South Burgess, Eden Grove, Marble Rock, LaRue Mills, Vandewal.

Environmental Protection & Water Management

Properties: Little Cataraqui Creek Marshlands, Millhaven Reservoir, Bayly Conservation Reserve, Lees Pond, Bayview Wetland, Owl Woods.

Staffing Complement:

- Conservation Lands = 2 full-time staff
- Operations & Maintenance = 4 full-time staff
- Supported by seasonal contract staff

2027 Projects & Initiatives:

- Improve trail surfaces at Lyn Valley Conservation Area and Mac Johnson Wildlife Area.
- Continue replacement of equipment and vehicles that have reached the end of their service life per the Asset Management Plan.
- Replace culverts on the Cataraqui Trail.
- Work with the Facilities Ad Hoc Committee to scope and review studies for the Gould Lake Barn and Little Cataraqui Creek Conservation Area Outdoor Centre.
- Complete Outdoor Centre storage and furniture replacement capital project.

Conservation Lands & Operations Services:

Conservation Areas

- Thousands of visitors annually to 10 public conservation areas.
- Provide recreation opportunities for all ages via trails, picnic areas and shelters, beaches, boat launches, lookouts, and benches.
- Connect residents to the natural green spaces in their communities and throughout the Cataraqui Region watershed.
- Provide boat ramps and water access points for recreation opportunities.

Natural Heritage

- Protect valuable environmentally sensitive lands to preserve functions such as water management, slowing runoff, filtering pollutants, reducing flooding and erosion, protecting floodplains and forested areas from being developed.

Asset & Lands Management

- Manage assets and properties for critical green infrastructure.
- Develop property standards to manage user experience at Conservation Areas.
- Work with the Cataraqui Conservation Foundation, municipalities and donors to accept land donations to protect important natural areas.

Forest & Woodlot Management Activities

- Invasive species/disease information collection and monitoring.
- Support climate change resilience.
- Manage hazard tree mapping and management.

Capital Program Planning

- Plan, forecast and administer Cataraqui Conservation's capital program.

Operations & Maintenance

- Maintain over 226 km of trails at nine conservation areas with amenities such as privies, washrooms, picnic areas, and two interpretive centres.
- Carry out capital projects on Cataraqui Conservation lands and assist various departments with building and operation's initiatives.
- Contribute to operation of water control structures, water monitoring network and flood forecasting and warning equipment and services.

Invasive Species Management

- Collaborate with partners to implement control measures and monitoring projects.

Permits, Enforcement & Compliance

- Provide event and scientific permit processing and access to conservation areas.
- Coordinate user safety rules and regulations on Cataraqui Conservation lands.



Photo: Jodi O'Sullivan



Photo: Ken Killen





Education & Public Programs

Cultivating a culture of conservation for today and tomorrow

(Category 3 Service)

Cataraqui Conservation's Education and Public Programs strive to connect learners of all ages to the environment through their head, heart and hands. Instilling a sense of awe and respect for the natural world with residents helps them become stewards for the environment in their own communities today, tomorrow and in the future.

Our staff offer a wide range of quality outdoor and environmental education programs from pre-school to seniors. The curated conservation focused programs take place around the Cataraqui Region watershed in-person at conservation areas, local greenspaces, school yards, and online to serve watershed residents wherever they reside.

For many years, two of the largest school boards in the Cataraqui Region, the Algonquin & Lakeshore Catholic District School Board, and the Limestone District School Board, have recognized the value of outdoor education and the programs offered by Cataraqui Conservation by instituting an internal subsidy program to help offset a portion of the per-student cost of each participating school within their jurisdiction, making our programs more accessible to their students and ensuring the viability and significance of these programs for generations of students to come.

Our education philosophies and programs also connect to our weekend family-oriented public programs and events hosted at Little Cataraqui Creek and other conservation areas throughout the watershed. These programs include

hands-on experiences with various flora and fauna such as tree planting, speaker series, workshops, Maple Madness and re-instilling a love of outdoor recreation with guided hikes, groomed cross-country ski trails along with ski and snowshoe rentals.

Staffing Complement:

- Education = 1 full-time staff, 1 part-time contract staff.
- Summer Camp = 3 seasonal staff
- Public Programs = 1 full-time staff. Also supported by seasonal contract staff

2027 Projects & Initiatives:

- **Deliver outdoor environmental education programs across the watershed.**
- **Continue mentorship of Queen's University teacher candidates and have a positive conservation ethic influence into future teaching careers.**
- **Work with the Facilities Ad Hoc Committee to scope upgrades for the Outdoor Centre.**
- **Deliver new programming for adults & seniors and enhance weekend program offerings.**
- **Continue to support staff and the community with wellness offerings, Forest Therapy Walks and fully integrate new programs for adults and seniors.**

Education & Public Programs Services:

School Field Trip Programming

- Deliver quality curriculum enriched outdoor and environmental education programs that promote and instill conservation and stewardship values.
- Create engaging outdoor classrooms and adaptive experiences to be inclusive to all learning styles, abilities and ages.
- Partner with school boards, teachers and Cataraqui Conservation staff to enhance classroom learning and core conservation topics.

School Yard & Greenspace Programming

- Offer curated conservation focused and curriculum enriched programs in the school yard and nearby greenspaces.
- Connect students and teachers to the flora and fauna in their school back yard in all seasons.

Pre-School Programs

- Introduce young children to the natural world and integrate social, emotional, cognitive, and physical development skills.

Forest School for Home & Early Learners

- Deliver weekly seasonally focused outdoor forest school learning modules for early learners and their caregivers and home school learners.

Online Interactive Virtual Classes

- Offer engaging curriculum enriched interactive online versions of our conservation education programs for learners of all ages.
- Incorporate technology into programs to enhance learning experiences and create programs accessible to all learning styles and geographical locations.

Summer Camp & PA Day Programs

- Provide fun, engaging, hands-on outdoor exploration programs for youth ages 6 to 11 at the Little Cataraqui Creek Conservation Area.
- Partnerships with Frontenac Arch Biosphere to deliver programs to our eastern watershed residents at the Mac Johnson Wildlife Area and Lyn Valley Conservation Area.

Conservation Education Talks & Programs

- Connecting with watershed residents to offer conservation themed talks to community groups and businesses (Maple Madness, flora and fauna, tree planting, shoreline protection).

Forest Therapy Walks

- Deliver the mindful, healing and connective practice of Forest Bathing. Connect humans and nature so that both benefit from a renewed relationship.
- Offer in-person sessions for the public, private groups, and retreats. Online sessions available to be inclusive to all members of the watershed community. You don't have to go far to have a big journey.

Weekend Family Oriented Programming

- Host hands-on educational experiences and outdoor recreation programs for all ages.
- Encourage watershed residents to connect with nature and be active in all seasons.
- Host tree planting, guided hikes, Maple Madness, winter recreation, guest speakers, theme weekends, and interpretive displays.

Facility & Equipment Rentals

- Maintain interpretive facilities where programs are offered. Offer rental spaces in these facilities for business, families and community groups.
- Maintain groomed and track-set cross country ski trails and winter equipment rentals and lessons at the Little Cataraqui Creek Conservation Area.





Stewardship

(Category 3 Service)

Demonstrated leadership in tree planting, rural forestry management and shoreline protection

Cataraqui Conservation works with landowners and various forestry management partners to encourage stewardship of land and water. Staff provide information about tree planting, shoreline naturalization and invasive species. The program's main focus is on afforestation (new forests) and contributing to the overall forest cover in the Cataraqui Region to provide wind and water erosion protection, make poor land more productive and create/enhance wildlife habitat.

Trees provide windbreaks and shade, helping to reduce heating and cooling costs. Trees also take in carbon dioxide and release oxygen, helping to reduce greenhouse gas emissions, all of which benefits the entire ecosystem, including its human inhabitants.

Cataraqui Conservation offers a popular and successful tree planting program to landowners on a cost-sharing basis in partnership with Forests Canada and Trees Canada. The program includes project planning, tree planting, tending, and assessment. As well, landowners can bulk order trees through Cataraqui Conservation and do the planting themselves, or purchase seedlings and other plants from two native plant nurseries operated in partnership with volunteer Friends Groups at Lemoine Point Conservation Area and the Mac Johnson Wildlife Area.

In operation since 1982, the tree planting program (afforestation) offered by Cataraqui Conservation has planted 6,210,512 trees in the Cataraqui Region watershed - one of the top 10 planting partners in Ontario

with the Forests Canada and Tree Canada programs. Annual tree sales at the Friends Tree Nurseries are always a resounding success as are their community tree planting days, which have seen hundreds of volunteers plant thousands of trees in their communities over the years.

Staffing Complement:

- Forestry Program = 1 full-time staff.

2027 Projects & Initiatives:

- **Plant approximately 175,000 to 200,000 trees across the watershed through continued partnerships.**
- **Continue working with Conservation Authorities and partners to educate watershed residents on shoreline naturalization and erosion protection measures.**
- **Work with the Friends at their Tree Nurseries (Mac Johnson & Lemoine Point) and tree planting initiatives.**
- **Continue partnership and promotion of the Rural Agriculture Landscape Program and Maple Leaves Forever.**
- **Update Forest Management Plans for Cataraqui Conservation properties.**

Stewardship Services:

Tree Planting Program

- Deliver cost-sharing tree planting program to landowners in the Cataraqui Region. Program plants approximately 150,000 to 175,000 trees per year on private land.
- Program planting partner with several forestry programs to provide cost subsidies.
- Provide technical planting and woodlot expertise to landowners: pre-mapping, site visit, site plan, planting contracts, site prep, tree planting, and assessments.
- Survey tree planting sites and collect survival assessment data for the first, second and fifth years for the tree planting program. Record data for the overall health of the planting site and coordinate any refill planting of dead loss.

Nursery Management & Events

- Assist volunteers in the management for two native plant and tree nurseries at Lemoine Point Conservation Area in Kingston and Mac Johnson Wildlife Area in Brockville.
- Host community tree planting events to promote active stewardship in the community.

Studies, Data Collection & Input

- Support natural heritage studies
- Monitor Emerald Ash Borer presence and impact study and data collection for invasive species management.
- Work with partners to educate watershed residents about shoreline protection measures through the Lake Reporting Dashboard and the Groundwater Protection Workbook.

Research Projects

- Work with local partners on a tree planting site at Lemoine Point Conservation Area to test the adaptability of tree species to grow in different climate zones (Assisted Migration Climate Change Research Project)





Development Review

Protecting people and property from natural hazards

(Category 1 Service)

Cataraqui Conservation provides development review services (planning and permitting) to its municipal partners, developers and landowners. Development Review duties include identifying potential natural hazards and natural resources such as floodplains, wetlands, watercourses, and shorelines to protect the public from danger and property damage posed by natural hazards such as flooding and erosion. These services also inform municipal partners, residents and other stakeholders of best practices and policy requirements for the conservation of watershed resources such as drinking water sources and natural infrastructure (e.g. wetlands).

This provincially mandated program provides three primary services: land use plan review for *Planning Act* applications; policy planning (input into planning documents); and permitting and enforcement under Section 28 of the *Conservation Authorities Act*.

Cataraqui Conservation also administers Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits under Section 28 of the *Conservation Authorities Act*. The purpose of this regulation is to ensure development or site alterations to a property are not affected by natural hazards, such as flooding and erosion, and that the changes do not put other properties at greater risk of these hazards. The regulation also seeks to protect the function of wetlands. With a very active watershed and many water bodies within the Cataraqui Region, there are

hundreds of permits processed each year with compliance and enforcement responsibilities.

Staffing Complement:

- The development Review Team consists of six full-time staff responsible for planning and permitting services.

2027 Projects & Initiatives:

- **Collaborate with other Conservation Authorities within the Eastern Lake Ontario Region Conservation Authority to initiate policy and program integration.**
- **Continue to expand the Shoreline Recognition program to promote good waterfront stewardship.**
- **Promote the development of Watershed and Sub-Watershed Plans for priority areas.**
- **Continue to meet development application deadlines and report on performance metrics.**

Development Review Services:

Land Use Plan Review

- Review planning applications for natural hazards and drinking water source protection.
- Collaborate with provincial, municipal and watershed policies to ensure sustainable development.
- Assess technical reports and plans related to natural hazards, water bodies, wetlands, and drinking water sources.

Municipal Plan Input

- Provide advice on natural hazards and environmental matters for municipal Official Plans and Zoning By-laws.
- Work with municipalities to build sustainable communities using integrated watershed knowledge.

Permitting

- Administer Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits under the *Conservation Authorities Act*.
- Offer mapping of regulated areas and natural hazard information.
- Assist property owners and developers with permitting processes, site visits and compliance.
- Address non-compliance issues collaboratively to resolve violations.





Watershed Science & Engineering

Maintaining the viability and sustainability of our most precious resources

(Category 1 & 3 Service)

Monitoring our watersheds enables Conservation Authorities and partners to better target programs and measure environmental change for the overall health and sustainability of our communities. This includes understanding of local flood and erosion hazards, conditions of local lakes and streams, forest and wetland cover, groundwater, the health of aquatic ecosystems, and emerging invasive species.

Cataraqui Conservation has programs and offers services for both water quality and quantity. These are often implemented in partnership with landowners, other Conservation Authorities, environmental agencies, community groups, municipalities, and provincial/federal government departments. Quality-focussed initiatives include the Provincial Water Quality Monitoring Network, the Provincial Groundwater Monitoring Network, and the Ontario Benthos Biomonitoring Network and Watershed Report Cards. Staff monitor and report on conditions through a variety of collection methods and open data sources.

In terms of water quantity, Cataraqui Conservation is part of a network responsible for monitoring and predicting flood flows and water levels within the Cataraqui Region watershed, operating water control structures such as dams, and disseminating flood messages to local municipalities, partner agencies and the public.

Part of our responsibility is to make the public aware of water levels. Flood warnings and drought condition

messages are issued regularly to partners and the public. Cataraqui Conservation owns and/or operates 10 water control structures and uses data gathered from stream gauges, weather stations, snow survey sites, meteorologic forecasts, and computer models to forecast potential floods and drought conditions.

Staffing Complement:

- Watershed Science = 1 full-time and 1 contract staff
- Engineering = 2 full-time staff
- Supported by seasonal contract staff

2027 Projects & Initiatives:

- Continue to implement the Foreshore Integrated Management Plan method.
- Refine watershed monitoring plans to collect information in new areas.
- Continue work with the Cataraqui Region Invasive Phragmites Working Group.
- Refine and implement strategies to eliminate water soldier from the Gananoque River Watershed.
- Apply for WECl funding for maintenance projects for water control structures.
- Update Flood Operations Manual and incorporate into the Flood Contingency Plan.
- Finalize Low Water Response Plan.
- Implement Collins/Glenvale Creek hazard mapping into planning and permitting processes.

Watershed Science & Engineering Services:

Watershed Resource Management

- Review the regulatory requirements to develop a long-term integrated Water Resource Management Strategy to address and mitigate the risk of natural hazards on the watershed.

Stream Condition Monitoring

- Collect benthic macroinvertebrate samples to help characterize the aquatic ecosystem and provide water quality insights, as well as contribute to the Watershed Report Card.
- Temperature monitoring for thermal classifications, detailed inventories to track quality, flow, erosion, habitats, vegetation, and wildlife when special funding is available.

Surface & Groundwater Monitoring

- Collect water quality samples and information at 14 Provincial Water Quality Monitoring Network stations.
- Record general conditions and collect samples at ten watershed outlet stations to support the Watershed Report Card.
- Maintain specialized equipment to record and transmit groundwater levels and collect water quality samples at seven Provincial Groundwater Monitoring Network stations.

Citizen Science & Monitoring Watershed Conditions

- Engage lake associations and interested public in monitoring activities and general health of their lakes.
- Partner with eastern Ontario Conservation Authorities and partner agencies to promote lake protection practices and engagement sessions.
- Promote Provincial, NGO, partner and other citizen science programs such as Great Lakes Marsh Monitoring Programs, Bird Count Programs, Nature Watch, and the Lake Partner Program.
- Collect air, soil, wind speed and humidity data from one climate station and data from five remote lake level sensors.

Flood Forecasting & Warning

- Analyze and collect data from nine stream gauges, nine rain gauges and seven snow course sites to monitor and predict flood flows and water levels.
- Organize discussion with other water managers regarding local conditions, flooding and messaging.
- Disseminate flood warning and water level information and messages to municipalities, provincial ministries, partners, and the public.

Engineering & Floodplain Mapping

- Lead floodplain mapping projects for the Cataraqui Region watershed and identify a funding model for municipal partnership.
- Support municipalities and internal planning and regulatory staff with updated floodplain mapping resources.

Provincial Low Water Response Program

- Analyze local stream flow and precipitation data to report on low water conditions.
- Lead and organize the Cataraqui Low Water Response Team within the Provincial Low Water Program to discuss local conditions and low water status.
- Disseminate low water status messages and water saving information to municipalities, provincial ministries, partners and the public.

Water Control Structure Management

- Operate, assess and maintain 10 water control and erosion structures (dams), and channelizations.
- Work with municipal partners on upgrades and maintenance.
- Collaborate with other water management agencies within the Cataraqui Region and share local conditions and data.

Hydrometric Network & Stream Morphology

- Collect, manage and communicate information about surface water resources within the watershed.
- Stream characterization monitoring to better understand risk of natural hazards, mitigate climate change, and understand ecosystem health.
- Analyze and collect data from stream, rain and climate stations.





Drinking Water Source Protection

Dedicated to the quality of our drinking water at its source

(Category 1)

Source water is the untreated water in lakes and rivers, and underground aquifers that people use for their drinking water. The mandate of the Source Water Protection Program is to safeguard sources of drinking water from contamination and overuse through awareness, education, policy development, implementation, and partnerships. It is the first step in a multi-barrier approach to protecting municipal drinking water sources.

The Cataraqui Source Protection Plan (the Plan) was locally developed through the Source Protection Committee, a multi-stakeholder collaboration under the Clean Water Act, to reduce the risk of pollution near municipal drinking water supplies. Implementation of the Plan's requirements and recommendations is conducted cooperatively amongst implementing bodies including municipalities, local health units, provincial ministries, local health units, provincial ministries, Conservation Authorities, businesses and others.

Source Protection Committees were established for each of the 19 Source Protection Areas or Regions in Ontario. The Committees are required to follow the *Clean Water Act*, its regulations, technical rules and guidance materials developed by the provincial government, and to work in cooperation with municipalities and the Ministry of Environment, Conservation and Parks.

Staffing Complement:

- Drinking Water Source Protection = 1 full-time staff
- Supported by part-time contract staff

2027 Projects & Initiatives:

- Provide technical support and guidance to Risk Management Officials and Municipalities on the Section 36 Amendment to the Cataraqui Source Protection Plan, and any future Section 34 Amendments.
- Develop and release updated educational material, run awareness campaigns and support local groups. This includes a campaign on transportation corridors.
- Continue hosting and attending events and webinars, including the annual forum for Municipalities and hosting the Water Wise Webinar series and the Eastern Ontario Salt Symposium in partnership with other Conservation Authorities.
- Undertake a technical review of the Source Protection Plan and Assessment Report.

Drinking Water Source Protection Services:

Source Water Protection Plan Implementation

- Administer the province's Drinking Water Source Protection Program under the *Clean Water Act* in the Cataraqui Region.
- Help protect present and future sources of municipal drinking water from contamination and overuse.
- Work with municipalities, provincial ministries, property owners, businesses, health units, and others to implement source protection policies.

Plan Input and Review

- Provide feedback on planning submissions, vulnerability mapping, Official Plans, government policies and more.
- Review planning submissions, government policies, transport pathways notifications, Official Plans and more.

Annual Reporting

- Liaise with municipalities and partners on implementation progress, challenges, and fulfill Ministry reporting obligations.
- Maintain and provide access to data and resources.

Risk Management Oversight

- Connect and engage municipal Risk Management Officers on updated technical rules, inspection requirements, and policy implementation challenges.

Source Protection Authority

- Comprised of 17 members from the Full Authority Board for Cataraqui Conservation (currently one vacancy) and a representative from the Township of Frontenac Islands.
- Report to the Ministry of Environment and Climate Change on the implementation of Source Protection policies.

Source Protection Committee

- Comprised of 13 community members from the municipal, economic, industry and community sectors.
- Oversee the preparation, implementation and amendments of technical reports and drinking water source protection policies, along with related public and stakeholder consultation processes.
- Staff provide administrative, technical and scientific support to the Source Protection Committee and oversees their work to ensure required regulations are met.





Corporate Services & Administration

Dedicated to governance accountability, transparency & customer service

Cataraqui Conservation is committed to being an open, accountable and transparent organization. We work with our local partner municipalities and all levels of government, residents, and businesses to ensure responsible management and delivery of quality watershed integrated programs and services.

Corporate Services and Administration is an inter-departmental team within Cataraqui Conservation that supports the business, financial, communication, information management, and internal operational infrastructure of the organization. This includes, but is not limited to, finance and accounting (budgets, payroll, accounts payable / receivable), human resources, internal and external communications and marketing, information management and GIS (Geographical Information Systems) mapping support, as well as acting as a resource for the General Manager and Full Authority Board.

Staff are also responsible for document management, establishing and publishing corporate policies and regulations, customer service, and ensuring the overall sustainability of Cataraqui Conservation as a corporate entity. They also coordinate and provide administrative support for the Full Authority Board and its various Committees.

Department staff are responsible for management of Cataraqui Conservation work planning, financial reporting, policy development, municipal and government relations, partnership development, and employee management. The

Corporate Services and Administration team operates efficiently and effectively for staff and patrons while providing excellent customer service to the communities within the Cataraqui Region watershed.

Staffing Complement:

- General Manager's Office = 3 full time
- Communications = 1 full-time and 1 part-time staff
- Information Management - 1 full-time staff
- Finance = 2 full-time staff

2027 Projects & Initiatives:

- **Continue implementation of corporate file structure and naming practices and continue document management and retention policies.**
- **Continue membership with the WSIB Health & Safety Excellence Program to further Cataraqui Conservation Health & Safety Program.**
- **Foster stronger relationships with the watershed by attending community events and speaking engagements.**
- **Collaborate with other Conservation Authorities to facilitate a smooth transition into the Eastern Lake Ontario Regional Conservation Authority.**

Corporate & Administration Services:

General Manager's Office

- Lead the management team, oversee the operation of the organization and report directly to the Full Authority Board.
- Work cooperatively with the Board and all employees to achieve the goals of the organization.
- Perform statutory functions under provincial legislation such as the Conservation Authorities Act and the Municipal Freedom of Information and Protection of Privacy Act.
- Ensure the organization is providing excellent customer service to member municipalities and the community.

Full Authority Board

- Cataraqui Conservation is governed by a Full Authority Board whose 17 members (currently one vacancy) are appointed by member municipalities within our jurisdiction.
- It is the responsibility of members to represent the views of the citizens within their respective municipalities while governing the organization on a watershed scale.
- Staff from the General Manager's Office provide support to the Board Chair and coordinate monthly meetings, correspondence, agendas, minutes, and reports.
- The Board has the responsibility of setting policy, budgets and managing overall operations for the organization.

Communications

- Provide communication support and expertise to all departments within Cataraqui Conservation.
- Increase awareness and understanding of Cataraqui Conservation, our programs and services.
- Maintain a positive relationship with watershed residents and distribute corporate information through marketing materials, media releases, property signage, website, social media, displays, workshops, and events.
- Continue strong relationships with watershed media to ensure accurate information, as well as disseminating news items as Cataraqui Conservation representatives.

Information Management

- Provide technology, information, data management, GIS (Geographical Information Systems), corporate analyst solutions and mapping services for all business areas within the organization.
- Maintain critical day-to-day operations in a digital environment and ensure staff can be productive, connected and successful in providing high quality service to watershed partners and residents.
- Liaise with contracted help desk support.
- Coordinate Information Management (IM) services for geospatial analysis, database management, site specific and watershed scale modeling, data requests, mapping, and property reviews.

Finance

- Coordinate work planning, budgeting, financial reporting, procurement, insurance, auditing, policy development, human resources and payroll.
- Develop multi-year financial models, forecasts and build sustainable reserves while working with all Cataraqui Conservation departments to modernize programs for effective and cost-efficient service.

Human Resources

- Operate Cataraqui Conservation efficiently, effectively, and safely for employees.
- Coordinate and administer staff on-boarding, benefits, legislative training and insurance.

Cataraqui Conservation Foundation

- Financially support Cataraqui Conservation education and land acquisition programs.
- Solicit donations from corporate and private donors, manage fundraising campaigns and apply for grants.



Draft



Cataraqui
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Cataraqui Conservation 2027 Fee Schedule with Notes – Draft for Public Review

Proposed Effective Date: January 1, 2027

(Unless stated otherwise herein)

Schedule A: Planning & Permitting

Permit Application	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Group 1 – Routine / Letter of Permission	\$210.00	\$210.00	\$0	0.0%
Group 2 – Small Buildings, site alterations, grading, shoreline work	\$465.00	\$465.00	\$0	0.0%
Group 3 – Larger buildings, site alterations, grading, shoreline work	\$950.00	\$950.00	\$0	0.0%
Group 4 – Very large buildings, multiple residential development	\$1,755.00	\$1,755.00	\$0	0.0%
Permit Hearing Administration Fee	\$500.00	\$500.00	\$0	0.0%
Permit Amendments – Administrative (i.e. permit extension)	\$100.00	\$100.00	\$0	0.0%
Permit Amendments – Other (more substantive changes)	50% original fee	50% original fee		
Retroactive Permit (permit issued after completion of work)	100% surcharge	100% surcharge		
Permits issued within one year of a Planning Act approval	50% of fee	50% of fee		
Minister's Zoning Orders	100% surcharge	100% surcharge		

The above fees are tax exempt.

Plan Review Application	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Official Plan Amendment – Minor	\$785.00	\$785.00	\$0	0.0%
Official Plan Amendment – Major	\$1,305.00	\$1,305.00	\$0	0.0%
Zoning By-Law Amendment	\$465.00	\$465.00	\$0	0.0%
Consent (per lot)	\$465.00	\$465.00	\$0	0.0%
Minor Variance	\$465.00	\$465.00	\$0	0.0%
Development Permit – Minor	\$465.00	\$465.00	\$0	0.0%
Development Permit – Standard	\$1,370.00	\$1,370.00	\$0	0.0%
Development Permit – Major	\$2,540.00	\$2,540.00	\$0	0.0%

Plan Review Application	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Site Plan Control – Minor	\$465.00	\$465.00	\$0	0.0%
Site Plan Control - Standard	\$1,370.00	\$1,370.00	\$0	0.0%
Site Plan Control - Major	\$2,540.00	\$2,540.00	\$0	0.0%
Plan of Subdivision / Condominium – Draft Plan Approval	\$3,420.00	\$3,420.00	\$0	0.0%
Plan of Subdivision / Condominium – Final Plan Approval	\$1,260.00	\$1,260.00	\$0	0.0%
Plan of Subdivision / Condominium - Resubmission	\$865.00	\$865.00	\$0	0.0%

The above fees are tax exempt.

Plan Review Application – Frontenac Islands	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Official Plan Amendment – Minor	\$925.00	\$925.00	\$0	0.0%
Official Plan Amendment – Major	\$1,415.00	\$1,415.00	\$0	0.0%
Zoning By-Law Amendment	\$555.00	\$555.00	\$0	0.0%
Consent (per lot)	\$555.00	\$555.00	\$0	0.0%
Minor Variance	\$555.00	\$555.00	\$0	0.0%
Site Plan Control – Minor	\$555.00	\$555.00	\$0	0.0%
Site Plan Control - Standard	\$1,980.00	\$1,980.00	\$0	0.0%
Site Plan Control - Major	\$2,815.00	\$2,815.00	\$0	0.0%
Plan of Subdivision / Condominium – Draft Plan Approval	\$3,825.00	\$3,825.00	\$0	0.0%
Plan of Subdivision / Condominium – Final Plan Approval	\$1,415.00	\$1,415.00	\$0	0.0%
Plan of Subdivision / Condominium - Resubmission	\$960.00	\$960.00	\$0	0.0%

The above fees are tax exempt.

Notes for Plan Review Fees:

- Generally, fees for the review of an application and supporting reports are to be received before formal written comments are provided.
- Plan review fees may be reduced with the approval of the General Manager, Manager, Watershed Planning & Engineering or the Supervisor, Development Review.
- Significant amendments to an application or a resubmission within a period of two years will be charged a review fee of 50 percent of the current fee. A resubmission after two years will be considered a new application and will be subject to the full current fee.
- “Minor” refers to applications that are generally minor in nature (e.g. single-family residence).

- “Standard” refers to applications that are generally larger in scale than minor applications (e.g. small commercial, less than 0.8 hectares, additions up to 200 square metres).
- “Major” refers to applications that are major development projects (e.g. multiple residential, industrial).

Property Inquiries	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Brief Realty, Property or Development Inquiry – no inspection	\$85.00	\$85.00	\$0	0.0%
Brief Realty, Property or Development Inquiry – with inspection	\$250.00	\$250.00	\$0	0.0%
*Standard Realty, Property or Development Inquiry – no inspection	\$210.00	\$210.00	\$0	0.0%
*Standard Realty, Property or Development Inquiry – with inspection	\$385.00	\$385.00	\$0	0.0%

** Fees are tax exempt.*

Technical Report Review	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Brief	\$435.00	\$435.00	\$0	0.0%
Standard	\$1,010.00	\$1,010.00	\$0	0.0%
Major	\$1,620.00	\$1,620.00	\$0	0.0%
Resubmissions / Revisions (applied after first resubmission)	50% surcharge	50% surcharge		

The above fees are tax exempt.

Notes for Technical Review Fees:

- The applicable report fee includes the review of one submission. A 50% surcharge is applied for additional submissions.
- “Brief Reports” are typically those prepared in the form of a letter of opinion generally relating to the development of a single residential lot.
- “Standard Reports” are typically those prepared for small scale subdivisions, commercial, industrial, or institutional developments.
- “Major Reports” are typically those prepared for larger scale subdivisions, commercial, industrial, or institutional developments, or may include the integrated assessment of multiple topics.

Schedule B: Information & Professional Services

Municipal Freedom of Information & Protection of Privacy Act	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Access Request Fee (per application)	\$5.00	\$5.00	\$0	0.0%
Record Search & Compilation Fee (per 15 minutes)	\$7.50	\$7.50	\$0	0.0%
Printing & Photocopying Fee (per page)	\$0.20	\$0.20	\$0	0.0%
Storage Device (each)	\$10.00	\$10.00	\$0	0.0%
Shipping Costs	Actual cost	Actual cost		

The above fees are tax exempt.

Note: These fees are regulated by the Province of Ontario.

Geospatial Data Sales	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Record Search or Data Compilation (per half hour)	\$70.00	\$70.00	\$0	0.0%
Remote Sensing – DRAPE Aerial Photographs (per 1 km ² tile)	\$55.00	\$55.00	\$0	0.0%
Remote Sensing – LiDAR Topographic Data and derivatives (per 1 km ² tile)	\$145.00	\$145.00	\$0	0.0%

The above fees include tax.

Professional Services	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Staff Time (Hourly Rate)				
Administrative Rate	\$79.00	\$79.00	\$0	0.0%
Technical Rate	\$95.00	\$95.00	\$0	0.0%
Professional Rate	\$110.00	\$110.00	\$0	0.0%
Management Rate	\$140.00	\$140.00	\$0	0.0%
Finance – Not Sufficient Funds (NSF) Cheque Fee	\$33.00	\$33.00	\$0	0.0%

The above fees include tax.

Schedule C: Stewardship & Forestry Programs

Tree & Shrub Sales	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Administration Fee (per order)	\$25.00	\$25.00	\$0	0.0%
Tree Seedling (surcharge per tree seedling)	\$0.15	\$0.15	\$0	0.0%
Shrub Seedling (surcharge per shrub)	\$0.15	\$0.15	\$0	0.0%

HST extra for the above fees.

Notes for Tree & Shrub Sales:

- There is a minimum order of **250** seedlings and individual species can be ordered in multiples of 50.
- Seedling sales are plus the nursery price per tree seedling (sold in bundles of 50).
- Shrub sales are plus the nursery price per shrub (sold in bundles of 50).

Tree Planting Agreements: Machine Planting	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Seedling – Full Cost per tree	See note below	\$2.55- \$2.95	n/a	n/a

HST extra for the above fees.

Notes for Tree Planting Agreements (Machine Planting):

- Subsidies will be applied, pending program availability.
- Subsidy details will be posted on the Cataraqui Conservation website.

Tree Planting Agreements: Hand Planting	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Seedling – Full Cost per tree	See note below	\$3.00- \$4.00	n/a	n/a

HST extra for the above fees.

Notes for Tree Planting Agreements (Hand Planting):

- There is limited program availability for hand planting agreements
- Subsidies will be applied, pending program availability.
- Subsidy details will be posted on the Cataraqui Conservation website.

Note from 2026: The stated cost per tree ranged from \$0.20 down to \$0.05 net of subsidies and depending on the size of the planting site.

Schedule D: Conservation Areas

Little Cataraqui Creek Conservation Area	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Day Passes				
Vehicle	\$12.00	\$12.00	\$0	0.0%
Adult - per person	\$5.00	\$5.00	\$0	0.0%
Child - per person	\$3.50	\$3.50	\$0	0.0%
Annual Pass (per vehicle)	\$90.00	\$90.00	\$0	0.0%
Annual Pass - Replacement	\$20.00	\$20.00	\$0	0.0%

The above fees include tax.

Notes for Little Cataraqui Creek Conservation Area Annual Pass:

- Your Annual Pass includes day pass entry into the Conservation Area, free admission to Maple Madness, guided hikes, presentations and special events. It also gets you free admission to any Cataraqui Conservation hosted events at any of our properties.

Groups (25+) and Special Event Permits	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Group – 25 to 50 people	\$150.00	\$150.00	\$0	0.0%
Group – 50 to 100 people	\$300.00	\$300.00	\$0	0.0%
Group – 100 to 200 people	\$600.00	\$600.00	\$0	0.0%
Group 200+ people	Additional Approvals	Additional Approvals	\$0	0.0%

The above fees include tax.

Notes for Groups and Special Event Permits:

- All groups must obtain a permit to run events or programs at Cataraqui Conservation properties.
- Groups of 200+ are subject to additional approvals (Management and/or Board Approval) and costs (flat fee or cost per person).
- Please contact Dianne Doyle, Coordinator, Little Cataraqui Creek for further information at ddoyle@crca.ca or 613-546-4228 ext. 222.
- Large fundraising walks, cross-country runs or groups of over 100 people will not be considered at Lemoine Point Conservation Area or Gould Lake Conservation Area.
- We are currently not accepting special event permits for weddings at any of our Conservation Areas.

Permits for Businesses (for-profit) Events & Programs	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Application Fee (1-20 people)	\$50.00	\$50.00	\$0	0.0%
Application Fee (above) + price per person over 20 people	\$50.00 + \$2.00 per person	\$50.00 + \$2.00 per person	\$0	0.0%

The above fees include tax.

Notes for Business (for-profit) Special Event Permits or Programs:

- All for-profit businesses must have a permit to run programs or special events at Cataraqui Conservation properties.
- Proof of Insurance is required for all permits.
- The Application fee covers groups up to 20 people. For groups that are 21 people and over, there is a \$2.00 per person charge plus the application fee.
- Please contact Dianne Doyle Coordinator, Little Cataraqui Creek for application details at ddoyle@crca.ca or 613-546-4228 ext. 222.

Small Group Permits – Non-profit, Community, Indigenous	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Group Permit	\$2.00 per person	\$2.00 per person	\$0	0.0%

The above fees include tax.

Notes for Small Group Permits:

- All groups must obtain a permit for use; fees will be waived for Indigenous groups.
- Please contact Dianne Doyle, Coordinator, Little Cataraqui Creek for pricing details at ddoyle@crca.ca or call 613-546-4228 ext. 222.

Scientific Permit	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Permit Application	\$25.00	\$25.00	\$0	0.0%

The above fees include tax.

Notes for Scientific Permits:

- Required for studies, research, monitoring, surveying, and other similar activities on conservation lands.
- Please contact Tom Beaubiah, Manager, Conservation Lands, for details at tbeaubiah@crca.ca or call 613-546-4228 ext. 240.

Schedule E: Facility Rentals

Outdoor Centre - Little Cataraqui Creek Conservation Area	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Meeting Room Rentals – Monday to Friday				
West or East Hall – Half Day	\$175.00	\$175.00	\$0	0.0%
West or East Hall – Full Day	\$245.00	\$245.00	\$0	0.0%
West or East Hall – Evening	\$245.00	\$245.00	\$0	0.0%
West or East Hall – Full Day & Evening	\$425.00	\$425.00	\$0	0.0%
West or East Hall – Afternoon & Evening	\$400.00	\$400.00	\$0	0.0%
Event Room Rentals – Friday Evening, Saturday & Sunday				
West Hall & Kitchen – Full Day	\$670.00	\$670.00	\$0	0.0%
West Hall & Kitchen – Half Day	\$425.00	\$425.00	\$0	0.0%
West Hall & Kitchen - Evening	\$540.00	\$540.00	\$0	0.0%
East Hall – Full Day	\$610.00	\$610.00	\$0	0.0%
East Hall – Half Day	\$365.00	\$365.00	\$0	0.0%
East Hall - Evening	\$490.00	\$490.00	\$0	0.0%
Room Rental – Other Items				
Kitchen per day – Monday to Friday	60.00	60.00	\$0	0.0%
Additional Time (per hour)	\$70.00	\$70.00	\$0	0.0%
Booking Deposit	\$150.00	\$150.00	\$0	0.0%
Cancellation Fee	\$60.00	\$60.00	\$0	0.0%

The above fees include tax.

Notes for Facility Rentals:

- Full day rental is from 8:30 am to 4:30 pm.
- Half day rental is from 8:30 am to 12:30 pm or 12:30 pm to 4:30 pm.
- Evening rental is from 5:00 to 9:00 pm.
- Other items are available for room rentals such as beverage service and AV equipment. Please contact Dianne Doyle, Coordinator, Little Cataraqui Creek for pricing and availability at ddoyle@crca.ca or 613-546-4228 ext. 222.

Schedule F: Cataraqui Conservation Programs & Events

Special Event Fee (Registration + Gate Fee)	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Adult	\$5.25	\$5.25	\$0	0.0%
Child	\$3.75	\$3.75	\$0	0.0%
Family (per vehicle)	\$18.00	\$18.00	\$0	0.0%
Group Rate – per person (20+ people)	\$4.75	\$4.00	- \$0.75	- 15.7%
Military Member	\$3.75	\$3.75	\$0	0.0%
Annual Pass Holder (per vehicle)	\$0.00	\$0.00	\$0	0.0%

The above fees include tax.

Notes for Cataraqui Conservation Programs & Events:

- The Group Rate fee must be organized in advance of each event. Please contact Dianne Doyle, Coordinator, Little Cataraqui Creek to arrange: [ddoyle@crca.ca](mailto:didoyle@crca.ca) or 613-546-4228 ext. 222.

Forest Therapy Programs	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
Group Walk – per person	\$22.00	\$22.00	\$0	0.0%
Virtual Walk – per person	\$12.00	\$12.00	\$0	0.0%
Private Walk – per group	\$125.00	\$125.00	\$0	0.0%
Minimum Fee – per group	\$110.00	\$110.00	\$0	0.0%

The above fees include tax.

Schedule G: Education Programs

The following fees are effective September 1, 2026.

Education Program	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
*Student Program – per student	\$10.00	\$10.00	\$0	0.0%
*Student Program: Virtual – per student	\$3.00	\$3.00	\$0	0.0%
*Student Program: School Yard or Greenspace (half day)	\$140.00	\$140.00	\$0	0.0%
*Student Program: School Yard or Greenspace (full day)	\$280.00	\$280.00	\$0	0.0%
*PA Day Program – per person	\$50.00	\$50.00	\$0	0.0%
*Forest School Program – per person	\$8.00	\$8.00	\$0	0.0%
*Student Program: Minimum Fee (per booking)	\$120.00	\$120.00	\$0	0.0%
*Student Program: Cancellation Fee (per booking)	\$50.00	\$50.00	\$0	0.0%
Adult Program – per person	\$10.00	\$10.00	\$0	0.0%
Adult Program: Virtual – per person	\$5.00	\$5.00	\$0	0.0%
Adult Program: Greenspace Visit	\$141.25	\$141.25	\$0	0.0%
Adult Program: Minimum Fee (per booking)	\$141.25	\$141.25	\$0	0.0%
Adult Program: Cancellation Fee (per booking)	\$50.00	\$50.00	\$0	0.0%

* Fees are tax exempt; all other fees above include taxes.

Nature Explorers Summer Camp	2026 Approved Fee	2027 Proposed Fee	\$ Change 2026 to 2027	% Change 2026 to 2027
*Regular Week - per person	\$260.00	\$260.00	\$0	0.0%
*Short Week – per person	\$210.00	\$210.00	\$0	0.0%
Late Pick-Up Fee (per 5 minutes)	\$5.00	\$5.00	\$0	0.0%

* Fees are tax exempt; all other fees above include taxes.



For immediate release
July 22, 2026

OLG ISSUES FIRST QUARTER GAMING REVENUE PAYMENT TO 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 totaling \$221,901 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 \$34,681,693.

These payments to host communities are based on a formula consistently applied across all gaming sites in Ontario using a graduated scale of gaming revenue at the hosted site.

“Revenues from OLG’s Municipality Contribution Agreement allow Township of Leeds and the Thousand Islands and the Town of Gananoque to invest in infrastructure and provide funding for critical community services,” said Steve Clark, Member of Provincial Parliament for Leeds–Grenville–Thousand Islands and Rideau Lakes. “Provincial revenues from Shorelines Casino Thousand Islands will help improve the quality of life for families across Ontario.”

Since 1994, host communities have received more than \$2.4 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 ten years, service providers have invested more than \$3 billion in private sector capital investment across the province. These investments have led to the development and opening of seven new casinos, two large-scale resort developments and expansions, many gaming floor expansions and new non-gaming amenities.

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 \$64 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](https://www.olg.ca)

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[PlaySmart.ca](https://www.play-smart.ca)

Knowledge you can bet on.

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, 2026 Unaudited results, subject to final reconciliation		
Municipality Contribution - Q1		443,802
Municipality Contribution - Q2		
Municipality Contribution - Q3		
Municipality Contribution - Q4		
Total Municipality Contribution - Year to Date		443,802
Township of Leeds and Thousand Islands	221,901	443,802
Town of Gananoque	221,901	
Total Municipality Contribution - Quarterly Payment to the Township of Leeds and the Thousand Islands & Town of Gananoque		443,802
Net to be transferred		443,802
Transferred via EFT		
Numbers have been rounded, consequently certain amounts may not add or cross tabulate. 		
Prepared by OLG Corporate Accounting & Reporting		