THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

REGULAR COUNCIL MEETING AGENDA

Held on Wednesday, November 4, 2026, at 5:00 PM
In-Person Town Hall Council Chambers 2nd Floor

Teleconference Toll Free Number – 1-833-311-4101
Access Code: 2633 700 9586

Video Conference Link: Click Here
Access Code: 2633 700 9586

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.	**Mayor's Declaration**
	1. National Child Day – November 20, 2026
8.	**Approval of Minutes – Wednesday, October 7, 2026**
9.	**Unfinished Business**
	David Armstrong, Manager of Public Works
	Council-UTIL-2026-15 – East End Pumping Station (EEPS) Monthly Project Update
10.	**Staff Reports**
	David Armstrong, Manager of Public Works
	Council-RDS-2026-19 – 2026 Capital Projects Update
	Brenda Guy, Manager of Planning and Development
	Council-PD-2026-14 – Amend Castlegrove Phasing Pre-Servicing Agreement (SD2022-01) – Schedules 'A' and 'B'

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

11.	**Motions** (Council Direction to Staff) – None
12.	**Correspondence**
	1. Association of Road Supervisors (AORS) – Associate Road Supervisor Certification – Brent Goudey
	2. Southeast Public Health – 2027 Municipal Levy Notice – Town of Gananoque
	3. Ontario Lottery and Gaming Corporation (OLG) – Second (2nd) Quarter Gaming Revenue Payment – Leeds and the Thousand Islands and Gananoque
	4. Conservation Authorities – Change in Role of Lower and Upper Tier Municipalities Consolidation
	5. Steve Clark, MPP – Ontario Senior Achievement Award – Nominations Open
	6. Municipal Property Assessment Corporation (MPAC) – Update on MPAC 2026 Year-End key Dates and Deliverables
13.	**Notice Required Under the Notice By-law** – None
14.	**Committee Updates** (Council Reps)
15.	**Discussion of Additional Items**
16.	**Questions from the Media**
17.	**Confirmation By-law**
	By-law No. 2026-083 – Confirm the proceedings of Council for the meeting held on Wednesday, November 4, 2026
18.	**Next Meeting(s):** 1. Inaugural Meeting – Monday, November 16, 2026 at 5:00 PM 2. Regular Meeting – Wednesday, November 18, 2026 at 5:00 PM
19.	**Adjournment**

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.

THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

Proclamation

WHEREAS National Child Day is celebrated annually on November 20th to recognize Canada's commitment to the United Nations Convention on the Rights of the Child, which affirms the rights of children to be heard, protected and supported in reaching their full potential;

AND WHEREAS children and youth are essential members of our communities, deserving of respect, dignity, and opportunities to grow in safe, inclusive, and nurturing environments;

AND WHEREAS the Town of Gananoque is dedicated to supporting children, youth, and families through investments in early learning, childcare, and community services that promote equity, well-being, and lifelong success;

AND WHEREAS National Child Day provides an opportunity to reaffirm our commitment to the principles of the Charter and to celebrate the contributions, creativity, and resilience of children and youth across Gananoque.

NOW THEREFORE, I, John Beddows, Mayor, proclaim November 20th, 2026, be recognized as "**National Child Day**" in the Town of Gananoque.

Signed and dated this 4th day of November 2026.

_____

John S. Beddows, Mayor

THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

REGULAR COUNCIL MEETING MINUTES

Held on Wednesday, October 7, 2026
Closed Session at 4:30 PM
Open Session at 5:00 PM
Held Virtually and In-Person

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

1.	**Call Meeting to Order**
	Mayor Beddows called the meeting to order at 4:33 PM.
2.	**Disclosure of Pecuniary Interest & General Nature Thereof** – None
3.	**Closed Session (Beginning at 4:30 PM**
	• Moved by Mayor Beddows that the Council of the Town of Gananoque in accordance with Section 239.2 of the *Municipal Act*, moves into Closed Session at 4:33 PM for the Purpose of Discussing one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. **CARRIED – UNANIMOUS**
4.	**Move Out of Closed Session at 4:48 PM**
	Open Session resumed at 5:02 PM
5.	**Reporting Out of Closed Session**
	• Mayor Beddows advised that a Closed Meeting was held. Council discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. • Council considered the following recommendation.
	Motion #26-169 – Temporary Staffing Extension **Moved by:** Deputy Mayor Leakey **Seconded by:** Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVE AN 11-MONTH CONTRACT EXTENSION FOR THE STAFF PERSON CURRENTLY PERFORMING LOCATE REQUESTS, AS PRESENTED IN COUNCIL REPORT IC-UTIL-2026-02. **CARRIED – UNANIMOUS**
6.	**Canadian National Anthem**
	• The National Anthem was sung.
7.	**Land Acknowledgement Statement**
	• Mayor Beddows read the Land Acknowledgement Statement

8.	**Public Question / Comment** (Only Addressing Motion(s) or Reports on the Agenda)
	• Members of the public spoke to Reports on the Agenda.
9.	**Disclosure of Additional Items** – None
10.	**Delegation**
	1. KPMG – Katie Mahon, KPMG Audit Partner – Town of Gananoque Audited Financial Statement
	• Katie Mahon, KPMG Audit Partner appeared online before Council and presented a PowerPoint presentation entitled, "Corporation of the Town of Gananoque Audit Findings Report for the Year Ended December 31, 2025".
	Motion #26-170 – 2025 KPMG Audited Findings Report **Moved by:** Councillor Brown **Seconded by:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2025 DRAFT FINANCIAL STATEMENTS AND AUDIT FINDINGS REPORT AS PRESENTED BY KPMG ON OCTOBER 7, 2026. **CARRIED – UNANIMOUS**
****The Chair called a recess at 5:57 PM **The Meeting resumed at 6:06 PM**	
	2. Transit Working Group Overview
	• Councillor Anne Marie Koiner, and Transit Working Group Members Gerry Brown, Dan Horton, and Greg McLean, appeared before Council to present a PowerPoint presentation entitled, "Business Case – Transit Study Working Group", attached.
	Motion #26-171 – Transit Working Group Overview **Moved By:** Mayor Beddows **Seconded By:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE BUSINESS CASE ESTIMATES REPORT, AS PRESENTED BY THE TRANSIT STUDY WORKING GROUP ON OCTOBER 7, 2026, AND REFERS TO THE COUNCIL MEETING OF NOVEMBER 18, 2026, THE DECISION TO APPLY FOR ONTARIO TRANSIT INVESTMENT FUND (OTIF) FUNDING TO SUPPORT NEW PUBLIC TRANSIT SERVICE AND AN ALLOCATION OF UP TO $220,000 REFERRED TO THE 2027 BUDGET TO SUPPORT OTIF GRANT APPLICATION PROCESS, AND A STAFF REPORT ON FUNDING AND BUDGET IMPLICATIONS THAT ACCOMPANY. **CARRIED – UNANIMOUS**
11.	**Mayor's Declaration**
	1. Child Care Worker & Early Childhood Educator Appreciation – October 21, 2026
	• Mayor Beddows declared October 21, 2026, to be recognized as "**Child Care Worker & Early Childhood Educator Appreciation"** day.
	2. Mayor Beddows Declaration Against Religious Violence
	Motion #26-182 – Mayor Beddows' Declaration Against Religious Violence **Moved By:** Mayor Beddows **Seconded By:** Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES MAYOR BEDDOWS TO CIRCULATE THE DECLARATION AGAINST RELIGIOUS VIOLENCE TO ALL MUNICIPALITIES FOR ENDORSEMENT. **CARRIED –** ***4 Ayes, 1 Nay***
12.	**Approval of Minutes – Wednesday, September 16, 2026**
	Motion #26-168 – Approval of Minutes – Wednesday, September 16, 2026 **Moved By:** Councillor Harper **Seconded By:** Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF WEDNESDAY, SEPTEMBER 16TH, 2026. **CARRIED – UNANIMOUS**

13.	**Reports Postponed from Wednesday, September 16, 2026**
Council-CSC-2026-07 – 2026 Municipal Election Nomination Process	
	Motion #26-172 – 2026 Municipal Election Nomination Process **Moved By:** Councillor Harper **Seconded By:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2026 MUNICIPAL ELECTION NOMINATION PROCESS FOR INFORMATION, AS PRESENTED IN REPORT COUNCIL CSC-2026-07. **CARRIED – UNANIMOUS**
***At this point, Council considered Reports Council-LIB-2026-02 and Council-LIB-2026-03.	
Council-FIN-2026-34 – Municipal Finance Officer's Association (MFOA) – Request Support for Permanent Ontario Community Infrastructure Fund (OCIF) Funding	
	Motion #26-175 – Municipal Finance Officer's Association (MFOA) – Request Support for Permanent Ontario Community Infrastructure Fund (OCIF) Funding **Moved By:** Mayor Beddows **Seconded By:** Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS THE MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO (MFOA) REQUEST TO THE MINISTRY OF INFRASTRUCTURE THAT THE CURRENT $400 MILLION ANNUAL ONTARIO COMMUNITY INFRASTRUCTURE FUND (OCIF) FUNDING LEVEL BE MADE PERMANENT BEYOND 2026; AND FURTHER DIRECTS THAT THE RESOLUTION OF SUPPORT BE FORWARDED TO THE MINISTRY OF INFRASTRUCTURE AND THE MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO, AS PRESENTED IN REPORT COUNCIL FIN-2026-34. **CARRIED – UNANIMOUS**
14.	**Unfinished Business**
Council-REC-2026-08 – Pump Track Feasibility Report at Site of Old BMX Track	
	Motion #26-176 – Pump Track Feasibility Report at Site of Old BMX Track **Moved By:** Councillor Harper **Seconded By:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVE COUNCIL REPORT REC-2026-08 REGARDING THE FEASIBILITY OF CONVERTING THE EXISTING UNUSED BMX TRACK INTO A PUMP TRACK. **CARRIED – UNANIMOUS**
15.	**Staff Reports**
Council-FIN-2026-35 – Tourism Advisory Panel (TAP) Budget Deviation	
	Motion #26-178 – Tourism Advisory Panel (TAP) Budget Deviation **Moved By:** Mayor Beddows **Seconded By:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A 2026 BUDGET DEVIATION OF $23,825 FOR TOURISM ADVISORY PANEL EVENT EXPENDITURES, INCREASING THE APPROVED BUDGET FROM $166,175 TO A MAXIMUM OF $190,000; AND FURTHER, THAT THE ADDITIONAL EXPENDITURE OF UP TO $23,825 BE FUNDED FROM THE MUNICIPAL ACCOMMODATION TAX RESERVE AS PRESENTED IN COUNCIL REPORT FIN-2026-35 **CARRIED – UNANIMOUS**

Council-REC-2026-09 – Community Sport and Recreation Infrastructure Fund (CSRIF) Grant Submission	
	Motion #26-177 – Community Sport and Recreation Infrastructure Fund (CSRIF) Grant Submission **Moved by:** Deputy Mayor Leakey **Seconded by**: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS, IN PRINCIPLE, THE SUBMISSION OF A GRANT APPLICATION TO THE COMMUNITY SPORT AND RECREATION INFRASTRUCTURE FUND (CSRIF), OPTION 1 (THE REPLACEMENT OF THE LIFT AT THE LOU JEFFRIES COMMUNITY CENTRE), AND FURTHER DIRECTS STAFF TO BRING BACK THE QUESTION TO COUNCIL ON NOVEMBER 18TH, 2026 FOR CONSIDERATION, AND FURTHER SUPPORTS IN PRINCIPLE, THAT THE $250,000 TOWN SHARE (DRAWN FROM ARENA OR TOWN RESERVES), BE DETERMINED ON NOVEMBER 18TH, 2026, AS PRESENTED IN COUNCIL REPORT 2026-09. **CARRIED – UNANIMOUS**
Council-LIB-2026-02 – Gananoque Public Library Quarterly Report – 2nd Quarter	
	Motion #26-173 – Gananoque Public Library Quarterly Report – 2nd Quarter **Moved by:** Mayor Beddows **Seconded by**: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GANANOQUE PUBLIC LIBRARY QUARTERLY REPORT AS PRESENTED IN REPORT COUNCIL LIB-2026-02. **CARRIED – UNANIMOUS**
Council-LIB-2026-03 – Gananoque Public Library Quarterly Report – 3rd Quarter	
	Motion #26-174 – Gananoque Public Library Quarterly Report – 3rd Quarter **Moved by:** Mayor Beddows **Seconded by**: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GANANOQUE PUBLIC LIBRARY QUARTERLY REPORT AS PRESENTED IN REPORT COUNCIL LIB-2026-03. **CARRIED – UNANIMOUS**
16.	**Motions (**Council Direction to Staff) – None
17.	**Correspondence**
	1. United Counties of Leeds and Grenville (UCLG) – Presentation Document – Homelessness Planning Progress Update – Deputy Mayor Leakey – Postponed from September 16, 2026
	2. Minister of Municipal Affairs and Housing – Proposed Regulations under the *Municipal Accountability Act, 2026* – Open for Public Comment – Postponed from September 16, 2026
	3. United Counties of Leeds and Grenville (UCLG) – Media Release – Leeds Grenville Welcomes New Doctors in Brockville and Prescott
	4. Municipal Heritage Advisory Panel – Frontenac Heritage Foundation Nomination – Heritage Conservation Award for Umbrella
	5. **Municipal Heritage Advisory Panel – Request to Council – "Gananoque After Dark: Our History on the Waterfront" Proposal**
	Motion #26-179 – "Gananoque After Dark: Our History on the Waterfront" Proposal **Moved by**: Councillor Harper **Seconded by:** Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVE THE "GANANOQUE AFTER DARK: OUR HISTORY ON THE WATERFRONT" PROPOSAL BY THE MUNICIPAL HERITAGE ADVISORY PANEL, IN PRINCIPLE, AND DIRECT STAFF TO INVESTIGATE THE FEASIBILITY OF THE PROPOSAL AS A PILOT PROJECT, FUNDED BY THE PANEL'S EXISTING OPERATIONS BUDGET. **CARRIED – UNANIMOUS**
	6. Ontario Library Association – Ontario Library Week

18.	**Notice Required Under the Notice By-law** – None
19.	**Committee Updates (Council Reps)**
	• Council members provided their updates. • The following recommendations were considered by Council.
	Motion #26-180 – Rural Ontario Municipal Association (ROMA) Conference **Moved by:** Councillor Koiner **Seconded by:** Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS THE CLERK TO BOOK ACCOMMODATIONS AND REGISTER TWO (2) COUNCIL MEMBERS FOR THE 2027 ROMA CONFERENCE. **CARRIED – UNANIMOUS**
	Motion #26-181 – Staff Recognition – Robert Kennedy **Moved by:** Mayor Beddows **Seconded by:** Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PUT FORWARD THEIR CONGRATULATIONS AND THANKS TO MR. ROBERT KENNEDY FOR HIS YEARS OF SERVICE, ON THE OCCASION OF HIS RETIREMENT TO BE RECOGNIZED AT THE FINAL MEETING OF COUNCIL ON NOVEMBER 4, 2026. **CARRIED – UNANIMOUS**
20.	**Discussion of Additional Items** – None
21.	**Questions from the Media** – None
22.	**Confirmation By-law**
	By-law No. 2026-082 – Confirming By-law – October 7, 2026 **Moved By:** Mayor Beddows **Seconded By:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-082, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON WEDNESDAY, OCTOBER 7TH, 2026, BE READ THREE TIMES AND FINALLY PASSED THIS 7TH DAY OF OCTOBER 2026. **CARRIED – UNANIMOUS**
23.	**Next Meeting(s):** 1. Special Meeting – Wednesday, October 14, 2026 – Strategic Plan Milestones (Virtual Only) 2. Regular Meeting – Wednesday, November 4, 2026 (Last Meeting of Current Council)
24.	**Adjournment**
	Moved By: Mayor Beddows Be it resolved that the Council of the Town of Gananoque hereby adjourns the Wednesday, October 7th, 2026, regular meeting of Council at 8:22 PM. **CARRIED – UNANIMOUS**

_____ John S. Beddows, Mayor	_____ Lynsey Zufelt, Deputy Clerk

Town of Gananoque

Transit Working Group
Business Case

Who We Are

- The Transit Working Group was established by Council Motion # 25-014 in February 2025
- To develop recommendations for actions, programs, policies and projects the Town can undertake to assist in meeting community needs.
- Members
  - Dan Horton (Wheels of Care)
  - Greg McLean (Transit Policies)
  - Gerry Brown
  - Mayor John Beddows
  - Councillor Anne-Marie Koiner

Where We Started

- Smith Business Consulting
- Transit Feasibility Study May 2020

- Arcadis IBI Group – City of Kingston
- Commuter Public Transportation Sep2023

- Ontario Transit Investment Fund

Business Case
Problem Statement

- Transit options for Gananoque residents to travel to Kingston are limited and expensive.
- The lack of transit between Gananoque and Kingston creates three major problems.
  - Lack of access to employment opportunities, especially those without vehicle, limits employment opportunities and the viability of living in this region long term.
  - Population has limited access to Kingston's hospitals, health care facilities, educational institutions and public services. This is especially important given the large population of elderly in the region. (30%)
  - Lack of public transportation options to attract tourism, regional development, student mobility and opportunities for leisure and shopping.

Business Case
Objective of Project

- Provide an affordable rural public transit connection between Gananoque and Kingston.
- Improve access to employment for residents of Gananoque and Kingston.
- Improve access to healthcare services in Kingston for residents of Gananoque.
- Improve tourism related employment for residents of Gananoque and Kingston for seasonal recreational activities.
- Improved access to educational institutions in Kingston.
- Increase economic activity for the town of Gananoque.
- Implement a rural public transit system that is financially sustainable.

Business Case
Demand Side Research and Analysis Methodology

- Gap and behaviour analysis based on data collected from our primary survey by Smith Business Consulting.
- Their survey covers over 1,100 residents with a diversified age and geographic distribution.
- Based on their survey, they segmented the residents in Gananoque and TLTI into multiple groups with distinct needs.

Segmentation

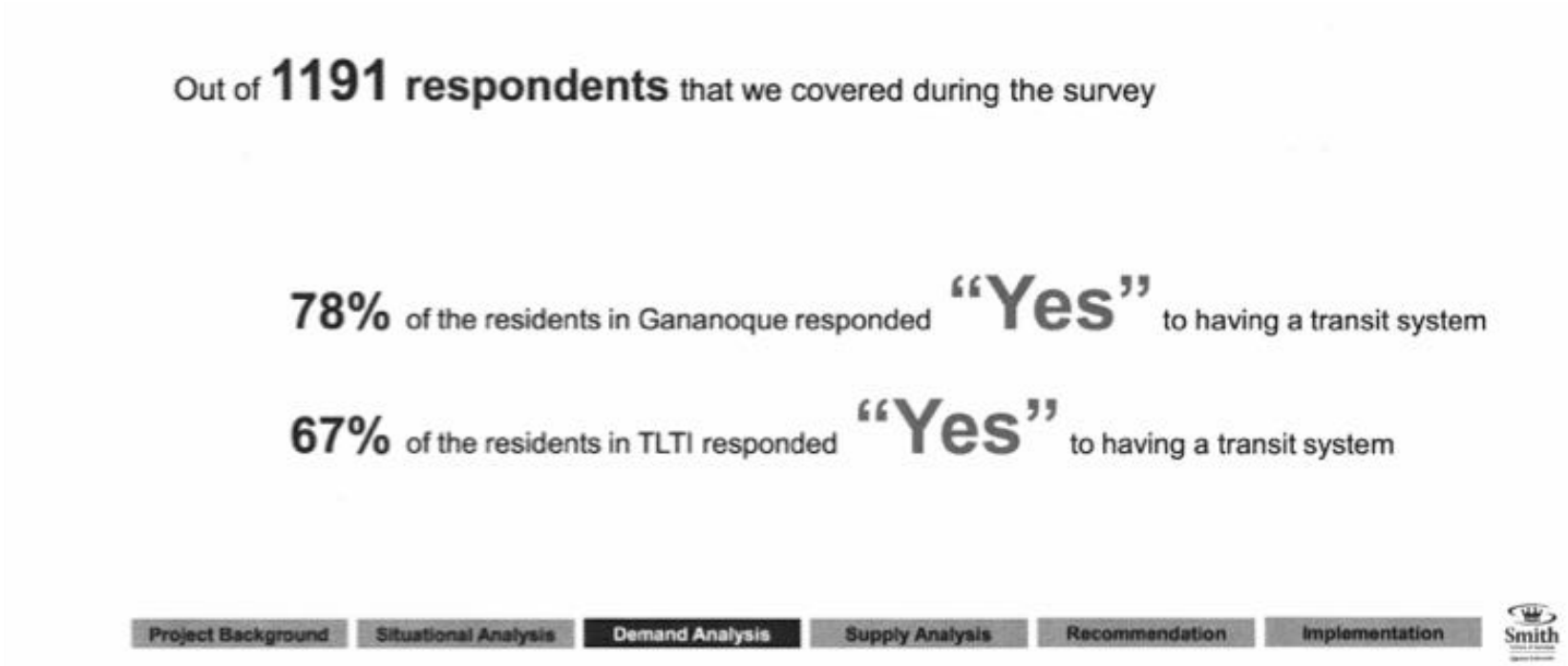
Smith Business Consulting conducted an in-depth analysis by applying programming language to determine the number of residents with indirect car access from Gananoque and TLTI to Kingston – the gap.

Gap Analysis

By further leveraging survey findings, they understood the needs and travel pattern of each segmented group, such as pick-up location, time, price preference, etc.

Business Case
Demand Analysis - Public Need

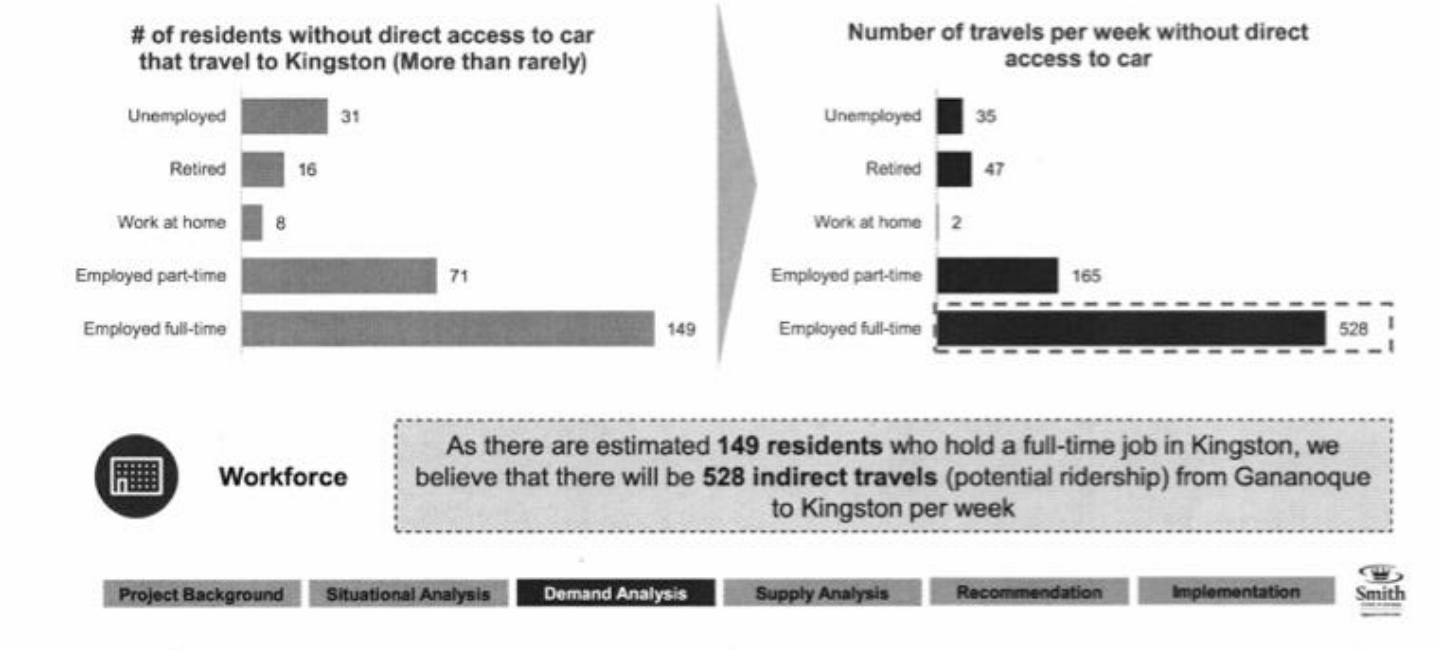
- Most residents in Gananoque and TLTI say “Yes” to public transit system to Kingston



Source - Smith Business Consulting - Transit Feasibility Study

Business Case
Gap Analysis - Gananoque Workforce

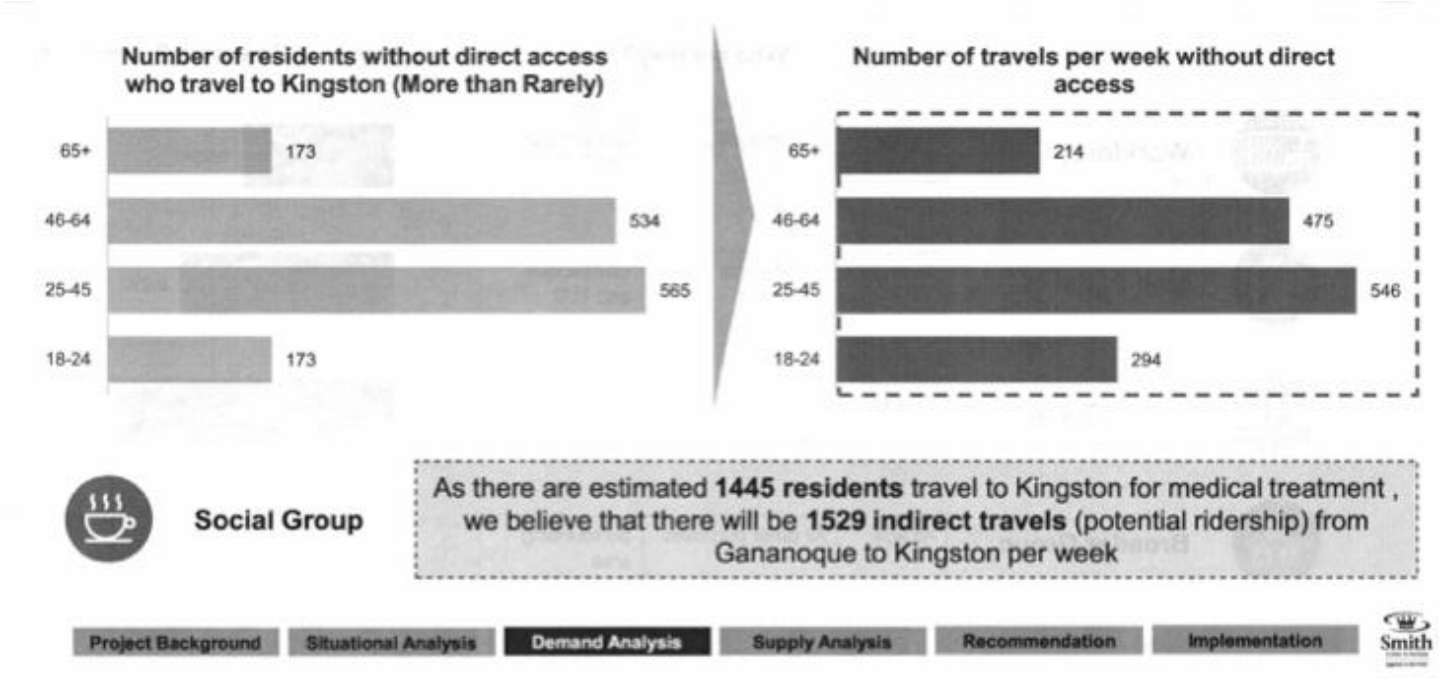
- It is estimated that there are 149 residents who have full time job but no direct car access.



Source - Smith Business Consulting - Transit Feasibility Study

Business Case
Gap Analysis - Social Group in Gananoque

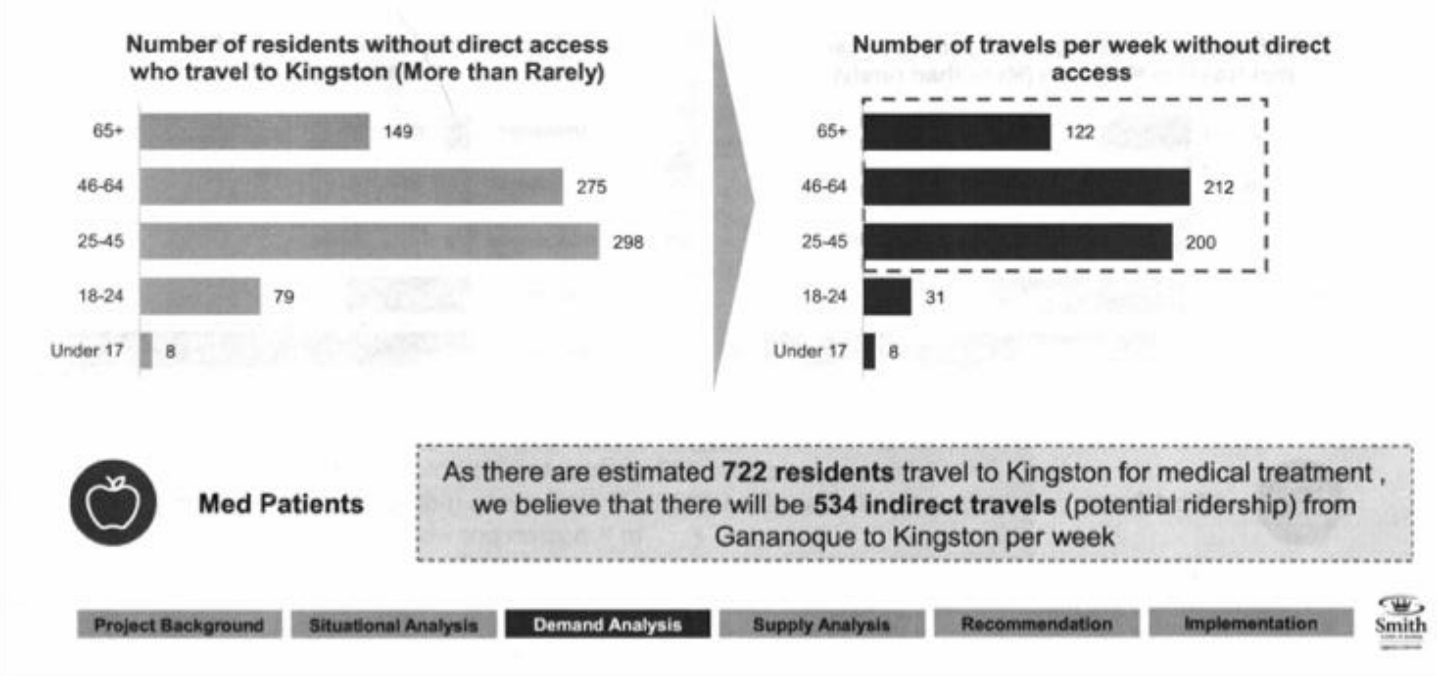
- We estimated that there are 1445 who come to Kingston for social but no direct car access.



Source - Smith Business Consulting - Transit Feasibility Study

Business Case
Gap Analysis - Medical

- It is estimated that there are 722 residents who travel for medical treatment but no direct car access.



Source - Smith Business Consulting - Transit Feasibility Study

Business Case
Demand - Trip Purpose

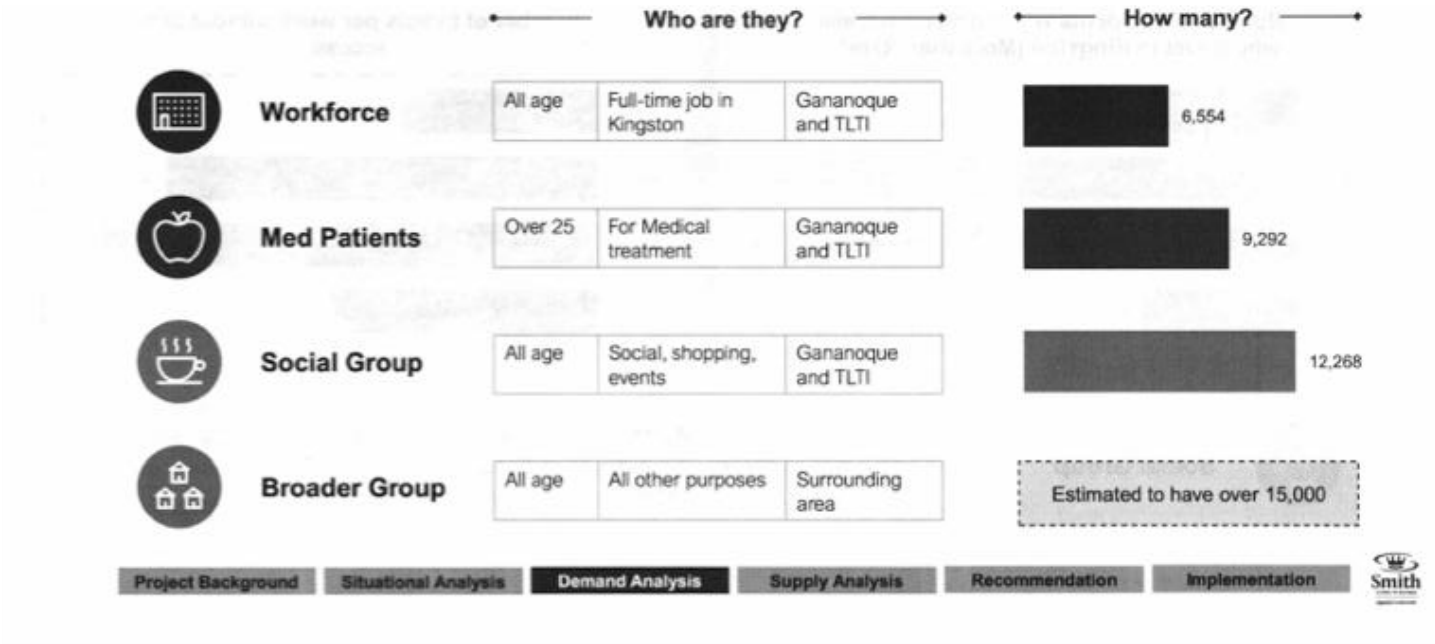
- Respondents reported their most likely transit trip purpose would be access to recreation and community events (46% of respondents)
- Access to employment was 3rd most popular (36%)
- Lower responses for school and healthcare trips may be due to demographics of respondents



Source - Arcadis - Bringing Commuter Public Transit to Rural Kingston, Gananoque, South Frontenac and Loyalist

Business Case
Demand Analysis - Demographic Segmentation

- The numbers are estimated based on our sample pool of survey respondents.



Source - Smith Business Consulting - Transit Feasibility Study

Business Case
FlixBus Pilot Program

- FlixBus agreed to add Gananoque to its Ottawa to Toronto route starting August 2025.
  - Data was collected from August 11th to December 31st, 2025.
  - **On-demand** service was provided two times a day from Thursday to Monday.
- Over 1,300 passengers served in 2025 with 417 scheduled stops.
- Ridership was well balanced in both directions, which is typical of a stop used for round-trip travel by residents and visitors alike.
- An average of just over 3 passengers per stop, which is solid performance for a partial season in a community of Gananoque's size.
- From FlixBus' perspective
  - "The stop has been a success, and we're pleased to be continuing service into 2026 under the renewed agreement."
  - "The Town has been a great partner, and Gananoque remains an important part of our Ontario network."

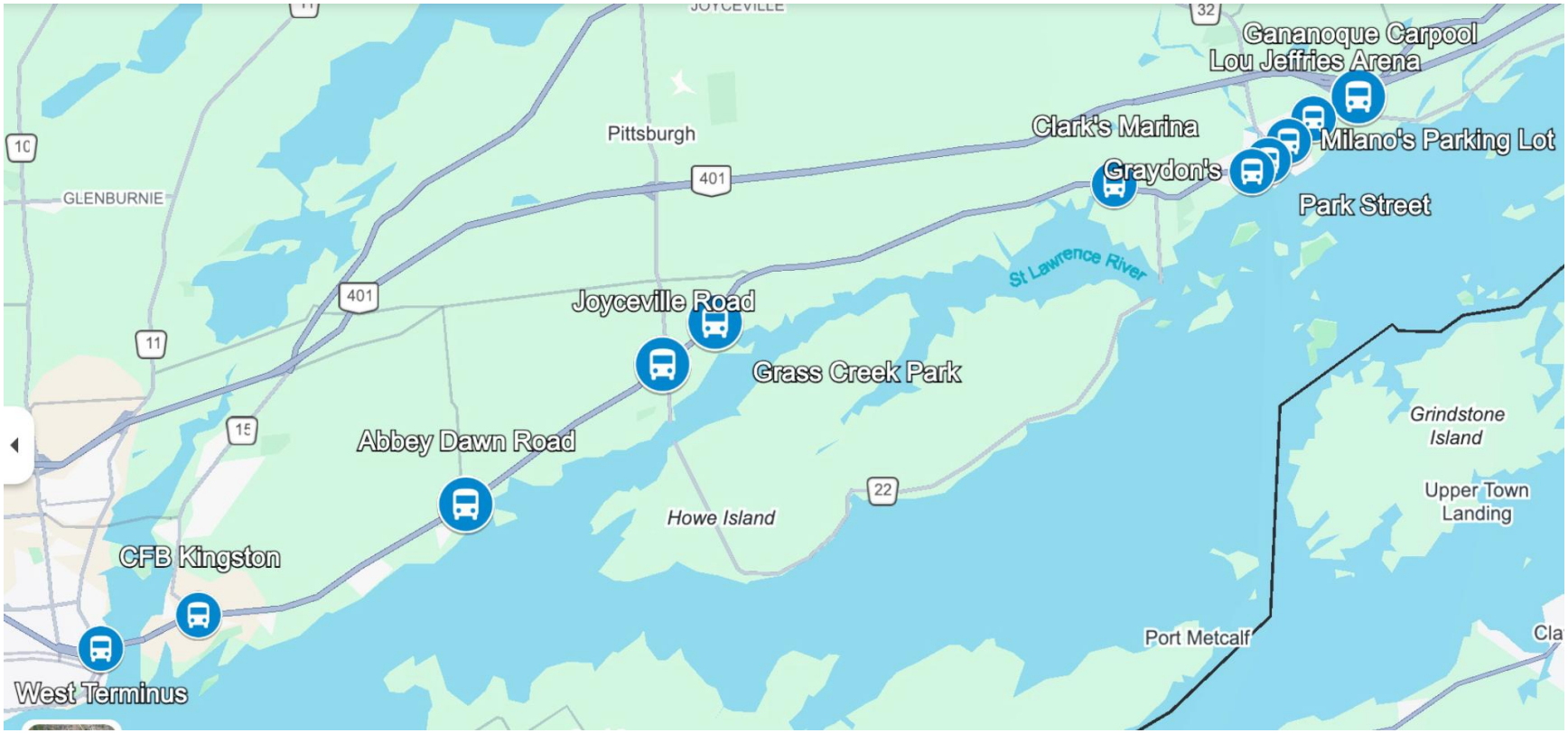
Business Case
FlixBus Pilot Program - Cont'd

- Further data breakdown :
  - Gananoque → Kingston: approximately 234 passengers
  - Kingston → Gananoque: approximately 215 passengers
  - Total two-way Gananoque–Kingston travel: just under 450 trips
  - This makes Kingston the single largest origin/destination pair for the Gananoque stop, which is exactly what we'd expect for a service being used both by residents and visitors for short regional trips. Importantly, the flow is well balanced in both directions, reinforcing that this is regular, round-trip use rather than one-off travel.

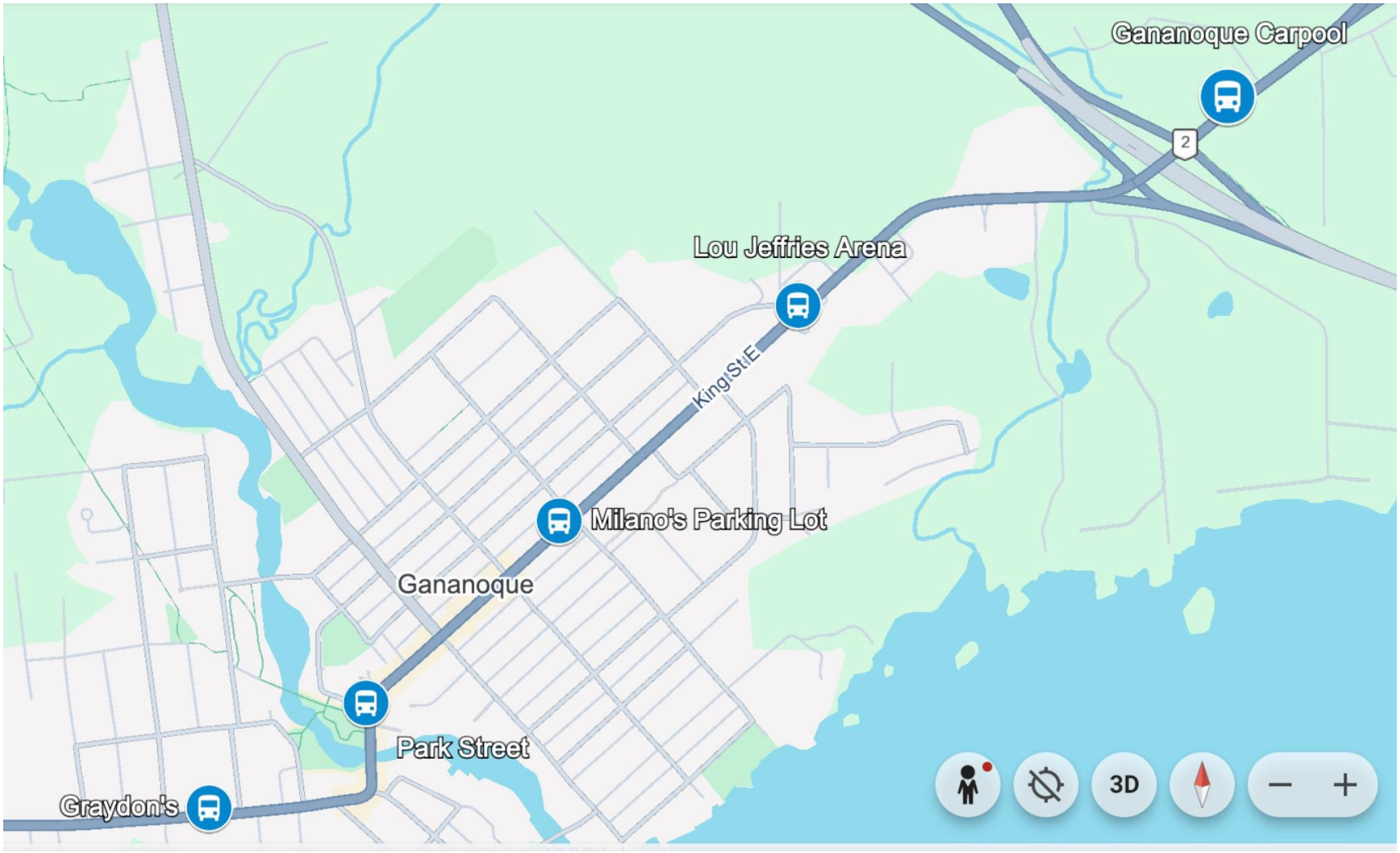
Business Case
Solution - Fixed Route - Gananoque / Kingston

- Implement a fixed express route between Gananoque and Kingston using Highway # 2 as the main corridor.
- This route supports bi-directional demand from both Gananoque and Kingston.
- Develop schedule and frequency of trips which aligns with demand analysis findings.
- Install core stops in Gananoque and Kingston which can be supplemented with seasonal stops to support recreational demand.
- This route serves local residential, key commercial business and seasonal visitors.

Business Case
Regional Route: Gananoque to Kingston

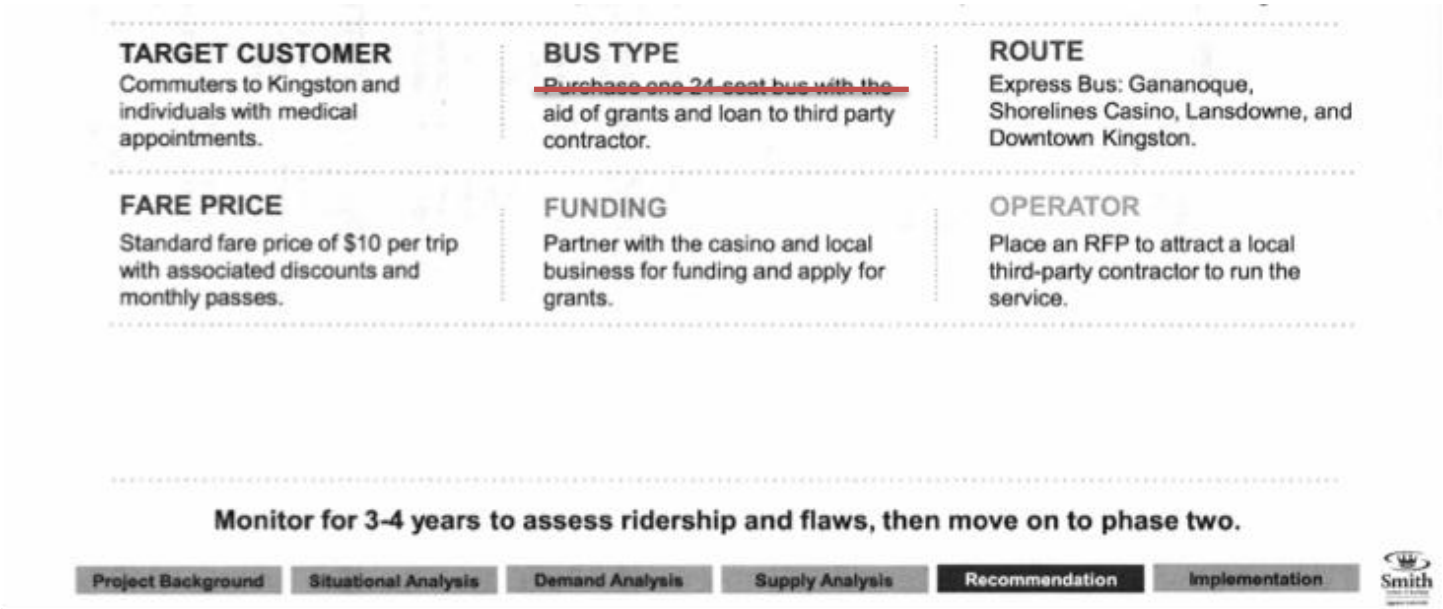


Business Case
Local Stops: Gananoque Coverage



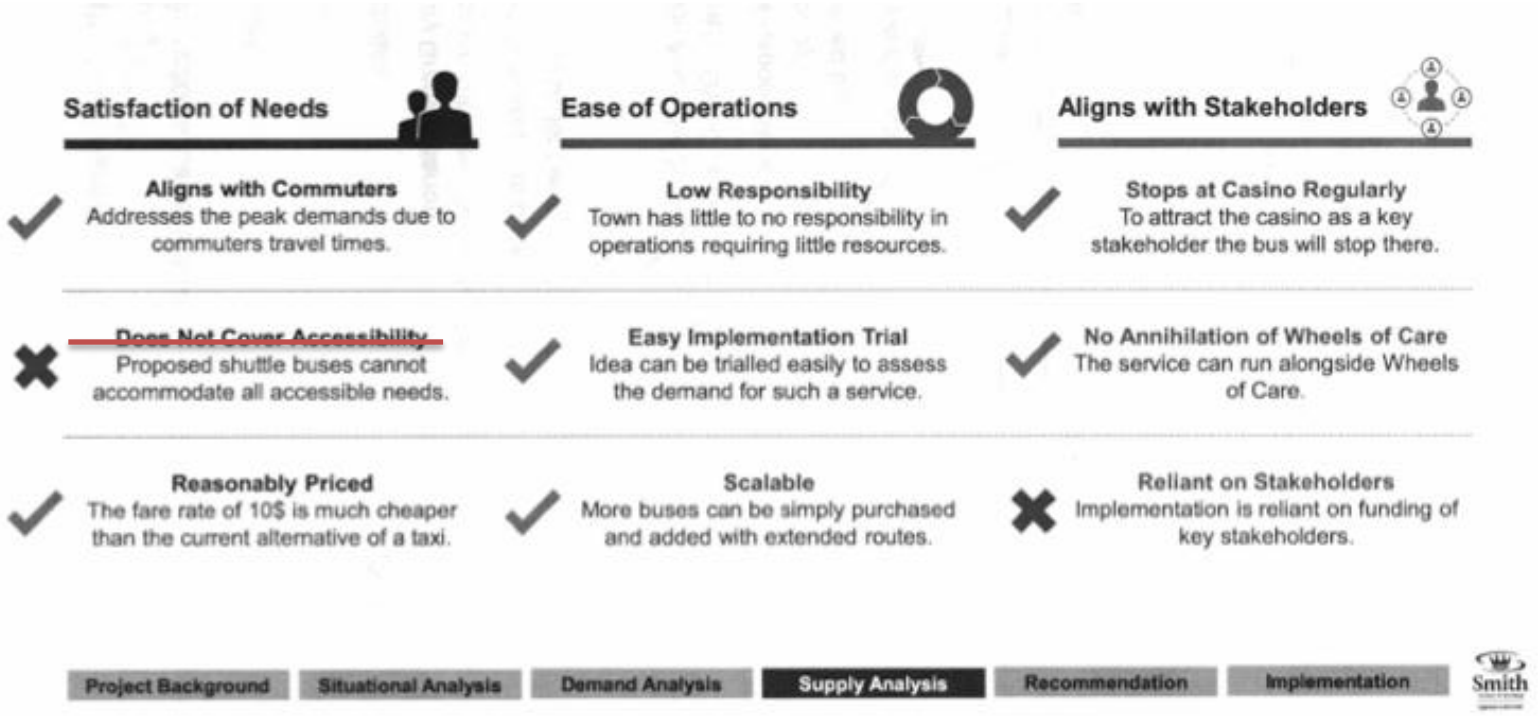
Business Case
Solution - Fleet

- First phase to implement express route bus service between Gananoque and Kingston.
- Acquire two 18x2-passenger accessible buses which provides 18 passenger seats plus 2 spaces for wheelchairs.
  - Accessible features are required as per Accessibility Ontario Disability Act (AODA)regulations
- Specialized transportation service currently provided by Gananoque Wheels of Care continues for wheelchair clients (accompanied by an attendant) who require “point-to-point” service.



Business Case
Solution- Non Financial

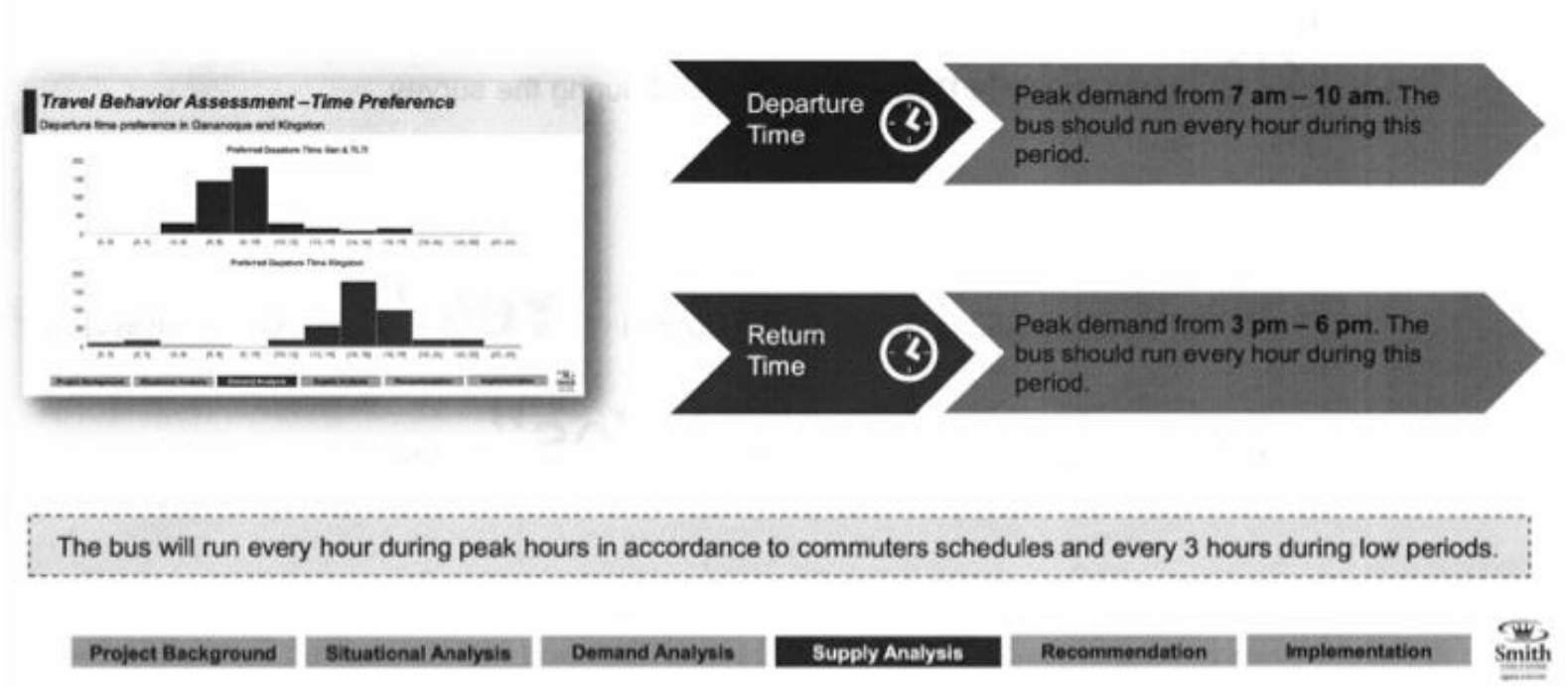
- Solution is favourable despite not satisfying needs and having a high reliance on stakeholders
- As shown below, original Smith Consulting solution did not address legal obligations of Accessibility for Ontarians with Disabilities (AODA) Act by providing a vehicle solution which includes wheelchair accessible vehicle
- Our vehicle solution addresses this gap as <u>18 passenger, 2 wheelchair</u> vehicle includes wheelchair accessibility and seating.



Source - Smith Business Consulting - Transit Feasibility Study

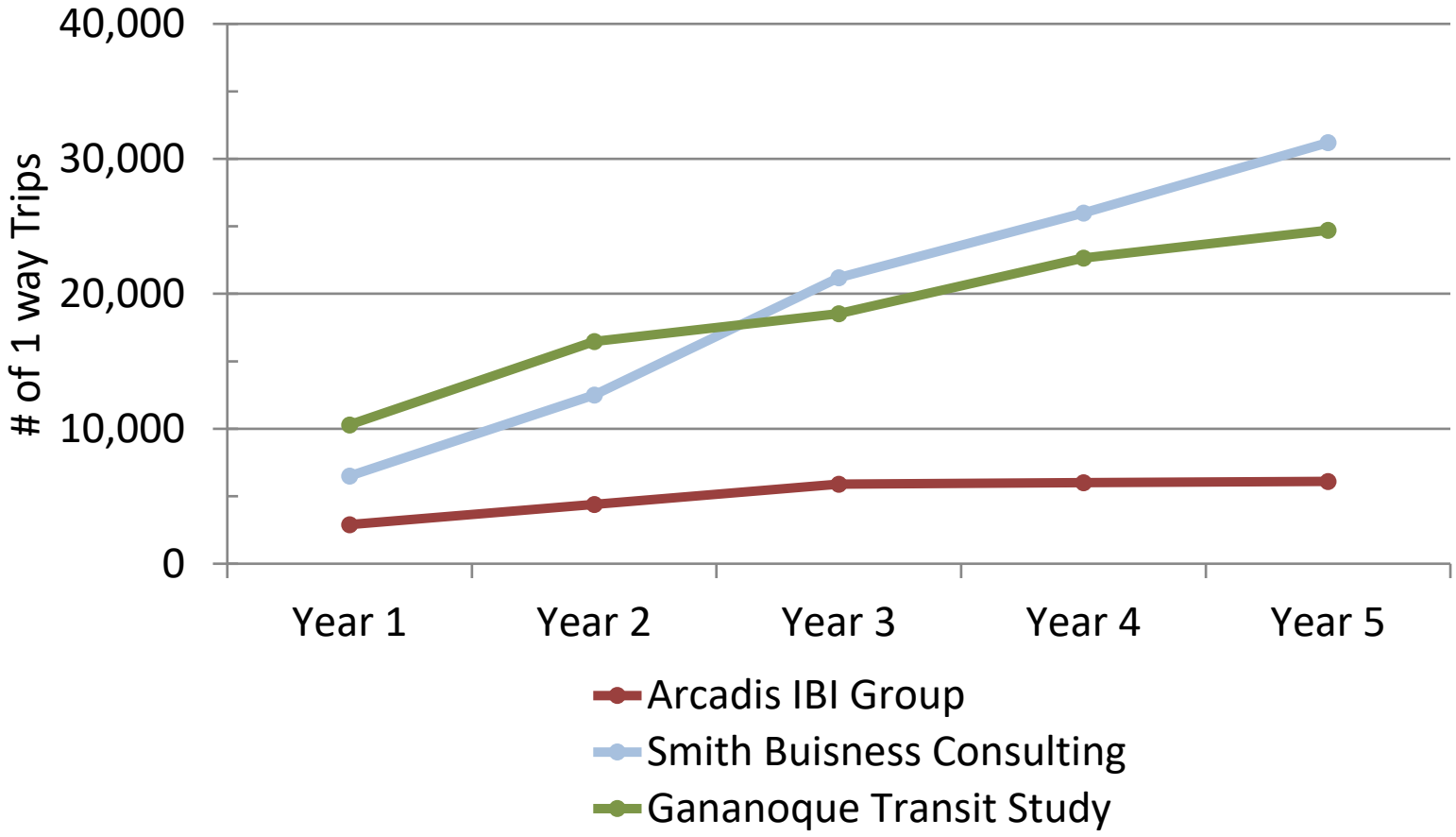
Solution -Schedule

- The schedule will change according to peak demands found to be aligned with commuter times.



Source - Smith Business Consulting - Transit Feasibility Study

Ridership Growth Comparison (5-Year)



Solution
4 Year Service Cost Comparison
Arcadis IBI Group

- Arcadis group has the lowest estimated ridership volume of the 2 consulting groups
- Ridership volume is conservative compared to Smith Business Consulting and real data provided by FlixBus data collected from August to December 2025
- Financial gap is ~$1.03M over 4 years (Does not include government funding)

	Year 1	Year 2	Year 3	Year 4	Total
Annual Ridership (Worst Case 1 Way Trips)	2,900	4,400	5,900	6,000	19,200
Service Revenue					
Total Revenue	$ 26,000	$ 39,000	$ 51,000	$ 52,000	$ 168,000
Operating Costs					
Total Expense	$ 293,000	$ 296,000	$ 303,000	$ 310,000	$ 1,202,000

Solution
4 Year Service Cost Comparison
Smith Business Consulting

- Smith Business Consulting ridership estimate is much higher than Arcadis IBI and is more in line with FlixBus ridership data assuming a 5 day a week schedule to address work force ridership demand.
- Estimated funding gap of ~$616K is over 4 years (Does not include government funding)
- Smith Business Consulting group did not include many capital costs and resources to support a transportation service project.

		Year 1	Year 2	Year 3	Year 4	Total
Smith School of Business Estimate	**Annual Ridership (Worst Case 1 Way Trips)**	6,500	12,500	21,200	26,000	66,200
	Service Revenue					
	Fare Revenue	$ 36,671	$ 63,233	$ 94,114	$ 114,121	$ 308,139
	Advertising Revenue	$ 0	$ 0	$ 0	$ 0	$ 0
	Total Revenue	$ 36,671	$ 63,233	$ 94,114	$ 114,121	$ 308,139
	Operating Costs					
	Operating Contract	$ 231,175	$ 231,175	$ 231,175	$ 231,175	$ 924,700
	Marketing & Communications	$ 0	$ 0	$ 0	$ 0	$ 0
	Dedicated Transit Coordinator .25 FTE	$ 0	$ 0	$ 0	$ 0	$ 0
	Parallel Specialized Transit Contract	$ 0	$ 0	$ 0	$ 0	$ 0

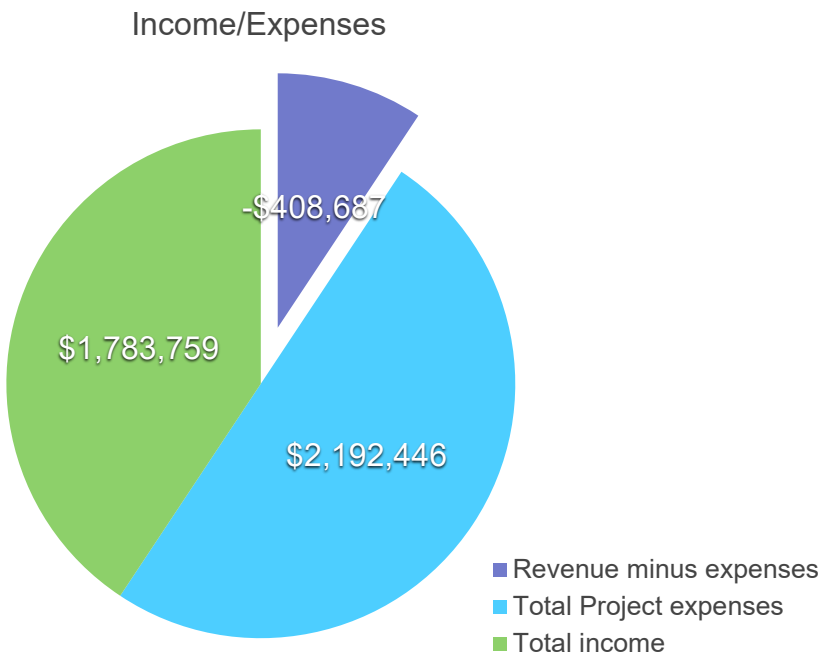
Solution
4 Year Service Cost Comparison
Gananoque Transit Study Group

- Previous studies were completed in 2021 and at that time government funding was not included nor available. Consulting groups acknowledged that funding was required to close financial gap in their studies.
- Gananoque Transit Study group estimate includes estimated government funding that was extended in April 2026 and available until 2029.
- Transit Study Group has created business case to achieve the **full financial benefit** of how the OTIF grant is structured.
- OTIF grant partially mitigates financial risk which is one of the main barriers to starting a new transit service for any small town or community.
- Transit Study Group ridership estimates uses Smith Business consulting worst case ridership estimates but takes a more conservative approach to ridership volumes in later years.
- **Estimated funding gap is ~$408K over 4 years but also includes capital and support costs not included by Smith Business Consulting**.

4 Year Service Cost Comparison with Funding
Gananoque Transit Study Group

REVENUE SOURCES	
Service Revenue	$687,536
OTIF Contribution (Estimated)	$1,096,223
TOTAL INCOME	**$1,783,759**
EXPENSES	
Capital Asset & Infrastructure Cost	$559,700
Estimated Maintenance	$43,101
Fuel	$234,419
Insurance	$62,754
Storage Facilites	$50,561
Semi Annual Inspections	$4,184
License Fees	$2,320
Driver Wages	$892,058
Transit Co-ordinator/Manager	$145,088
Marketing	$21,000
Town of Gananoque City Works	$19,578
Project Administration Costs	$106,668
Driver Training	$17,155
Consulting Services	$8,000
Specialized Transit Service	$25,861
TOTAL PROJECT EXPENSES	**$2,192,446**

FINANCIAL GAP	
Revenue minus expenses	-$408,687



Key Insights

- **Demand already exists**
  - FlixBus pilot in last quarter of 2025 indicates a strong demand for service between Gananoque and Kingston.
  - FlixBus services was based on a“demand only” schedule, which did not include workforce demand or medical demand.
- **Balanced travel in both directions**
  - Rural transportation service would not be travelling with excess capacity in either direction which balances revenue and operational costs.
- **Opportunity for growth**
  - The Leeds and Thousand Islands (TLTI) may want to join the 2nd phase of offering.
  - Weekend service and/or increased frequency on existing routes if ridership exceeds estimates.

Required Community Partners

- McCoy Bus Services, Howard Bus Service, Hogan Bus Lines (May be others)
  - Third party supplier of vehicles and logistics to provide public transportation service.
- Shoreline Casinos
  - Agreement to access Shoreline Casino site for a regular/seasonal bus stop.
- Kingston Transit
  - Agreement to travel in Kingston Transit's jurisdiction for bus stops near CFB Kingston and downtown Kingston.
- Gananoque Wheels of Care, Hulpr, VON Canada
  - Non-profit currently provides "specialized transportation" for point-to-point service for Gananoque and TLTI residents who are unable to use public transportation service.
- Canadian Forces Base (CFB Kingston)
  - Access to premises for potential bus stops

Partners
Gananoque Wheels of Care

- Gananoque Wheels of Care oversees the operation of specialized transportation to qualified individuals under the Accessibility for Ontarians with Disabilities Act (AODA).

- Gananoque Wheels of Care is a **charitable not-for-profit** organization, under the laws of the Province of Ontario and operates entirely by **volunteers** (including drivers).

- The organization is financially and/or in-kind supported by the Town of Gananoque, The Township of Leeds and Thousand Islands, Senior Support Services (CPHC), local service clubs, private donations, and passenger revenue.

Partners
Gananoque Wheels of Care

- Gananoque Wheels of Care is considered a “specialized transportation” service for clients who **cannot** board without assistance onto a public transit vehicle or require “**point to point**” service.
- This “specialized transportation” service was excluded from all transit studies and solutions.
- “Specialized Transportation" is required in proposed solution to meet Accessibility for Ontarians with Disabilities Act (AODA).
- Gananoque Wheels of Care will require additional capital funding and ongoing operational funding to be able to continue providing a reliable cost effective service which aligns with AODA legislation for residents of Gananoque and TLTI **if it is required to charge public ridership fee of $10.00**.
- Alternative is partnerships with private services which may be more expensive and require additional partnerships with these private specialized transportation services.

Benefits
Seasonal and Recreation

- Support for Seasonal Tourism and Recreation
  - Rural public transportation service improves access to seasonal tourism.
  - Tourism is a key revenue generator for both Gananoque and Kingston.
  - Public transportation enables tourists without vehicles to have an economical mode of transportation between these two popular tourist destinations.
  - This service will provide access to larger pool of human resources for local seasonal businesses by providing students access to low cost public transportation system for those students living in either Kingston or Gananoque.
  - Gananoque is a popular destination where tourists enjoy 1000 island cruises, live theatre, visit Shoreline Casino or explore downtown Gananoque.

Benefits
Improved Accessibility

- **Improved Accessibility**
  - Addresses absence of a rural public transportation system between Gananoque and Kingston which is a barrier to cross-boundary employment and human resources
    - Rural public transportation expands employment opportunities for residents and expands skilled human resource pools for local businesses in both municipalities
- **Rural public transportation is a key driver in the development of communities which are both age-friendly and equitable.**
    - This includes the significant benefit of connecting residents to healthcare and social services
    - The **Gananoque Age Friendly Action Plan 2022-2031**clearly establishes the creation of a new daily public transportation link between Gananoque and Kingston as one of its key priorities
    - Lack of parking at major hospitals in Kingston makes access a challenge for both patients and employees

Benefits
Emissions Reduction

- **Advancing Climate Action - Canada 2030 Emission Reduction Plan**
  - “Public transit systems contribute to the decarbonization of the transportation sector by encouraging modal shift, combatting congestion, and reducing reliance on personal vehicles”
  - Based on “Smith Business Consulting” there is a **potential** ridership of 528 weekly workforce rides, 534 weekly medical rides and 1529 social group rides.

Our Ask

- Transit group is seeking approval for the following:
  - Council's approval of business case estimates based on previous studies and estimates provided by Transit Study Group.
  - Council's approval to move forward and apply for Ontario Transit Investment Fund (OTIF) funding to support new public transit service.
  - Consideration and allocation of funds in the 2027 budget to support OTIF grant application process.

Conclusion

- Previous consultant survey estimated that there is a strong demand for a public transportation system between Kingston and Gananoque.
- Real data from new FlixBus service confirms real ridership support for a Gananoque to Kingston route based on data collected between August and December 2025.
- Ontario Transportation Investment Funding (OTIF) has been extended and presents a great opportunity for Gananoque to take advantage of this current funding to fulfill a public transportation gap.
  - *NOTE - As of **April 1st, 2026**, Ontario Transit Investment Fund (OTIF) program has recently doubled **annual** funding from $5M to $10M and extended this program for **3 more years** with for a total of $30M of available funding.*
- Lack of affordable public transportation is a barrier to economic growth and local business investment and the current provincial funding programs provides a rare opportunity to access provincial funds to implement this long awaited service.

Thank you

THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

Report Council – UTIL-2026-16

Date: November 4, 2026 ☐ **IN CAMERA**

Subject: East End Pumping Station – Monthly Project Update

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

RECOMMENDATION:
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE EAST END PUMPING STATION – MONTHLY PROJECT UPDATE, AS PRESENTED IN REPORT COUNCIL UTIL-2026-16.

STRATEGIC PLAN COMMENTS:
Provide Quality Core Services and Infrastructure – Review, prioritize, and deliver core services according to responsible and sustainable service levels.

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

INFORMATION/DISCUSSION:
Project Status
Construction continued to advance through August and September 2026. The project has transitioned from major structural and building-envelope construction toward completion of mechanical and electrical installations, controls and systems integration, remaining forcemain connections, site work, testing and commissioning.

Approximately $8.32 million in work has been completed through August 31st, before statutory and maintenance holdbacks and HST. Approximately $259,940 of additional work was recorded during the August billing period. Approximately $8.73 million in work has been reported as completed to date, before statutory and maintenance holdbacks and HST. The September billing included approximately $569,550 of additional work, including pending change-order amounts.

Construction Progress
Major building-envelope components—including roofing, insulated metal panels, windows, doors and painting—are reported as 100% complete. Cast-in-place concrete and reinforcement reached approximately 99%, hatches and ladders 95%, and the absorptive sound barrier 85%.

Mechanical work continued, with HVAC advancing to approximately 87% and natural gas piping to 20%. Process piping remains approximately 93% complete, plumbing 96%, and process valves 100%. Excavation and backfilling remain approximately 94% complete, while the 400 mm forcemain remains approximately 90% complete.

Electrical work advanced significantly. Wiring and cables reached approximately 51%, enclosures and junction boxes 99%, conduit systems 96%, and electrical inspection and testing 60%. Control panels remain approximately 97% complete, systems integration reached 71%, and PLC/SCADA programming requirements remain approximately 95% complete. The general control narrative is complete, while further integration, functional testing and commissioning are still required.

Existing Pumping Station and Temporary Bypass
Troubleshooting of Pump No. 2 in Wet Well No. 1 identified a possible discharge-piping restriction. Following removal, inspection and reseating, the pump operated successfully during testing. Two subsequent failures occurred on the existing Wet Well No. 1 discharge header: one at a threaded fitting, causing uncontrolled sewage discharge and interference with level monitoring, and another near the north pump discharge check valve.

Because of concerns about the deteriorated header piping, Utilities Operations coordinated a temporary bypass pumping system supplied by Atlas Dewatering Corporation. The installed arrangement uses two hydraulic submersible pump systems to maintain wastewater conveyance until the new Wet Well No. 2 can be commissioned. The bypass requires ongoing monitoring and coordination, introduces additional operating costs, and must be managed to minimize interference with construction.

Forcemain and Change Work
Change work incorporated or identified during the reporting period includes the new watermain configuration (CCD-015), MH23 riser section (CCD-017), entrance tube removal (CCD-018), unforeseen obstructions and existing forcemain investigations (CCD-019), relocation of the PLC equipment air-conditioning unit, and an additional backflow preventer.

Two significant pending items remain subject to contractual review and confirmation: approximately $72,417 for the unforeseen condition involving existing forcemain material differing from that specified, and approximately $300,545 for claimed general conditions impacts associated with project delays. Remaining forcemain work includes hot tap and line stop installations and final connections to existing infrastructure.

Work Remaining
Major activities required before full commissioning include:

- Completing remaining mechanical, electrical and instrumentation installations.
- Completing Wet Well No. 1 chamber modifications, process piping, valve and flow-meter chambers, and existing pump refurbishments.
- Completing PLC/SCADA programming, control narratives, systems integration and functional testing.
- Completing east and west forcemain relocation, hot taps, line stops and final connections.
- Completing emergency-power installation, operational testing and full-load testing.

- Preparing and implementing the commissioning plan and operator training.
- Completing O&M manuals and as-built drawings.
- Completing final site restoration, including fencing, asphalt, topsoil and seeding.

The Commissioning Plan, O&M manuals and as-built drawings remain reported at 0% complete. Emergency-power operational and full-load testing also remain outstanding.

Overall Assessment
The project continued to advance, with the strongest recent gains in electrical installation, structural completion, HVAC, controls and systems integration. Major building components are substantially complete, and the remaining work is increasingly concentrated on mechanical and electrical completion, forcemain connections, pump and chamber work, integrated testing and commissioning.

The Wet Well No. 1 header failures and resulting temporary bypass system represent an important operational risk and added cost until the new facilities are commissioned. Continued coordination among Utilities Operations, the consulting engineer and the contractor will be required to maintain wastewater service while completing construction. The anticipated substantial completion date remains February 2027, subject to completion of the remaining construction, forcemain connections, emergency-power testing, systems integration and commissioning activities.

APPLICABLE POLICY/LEGISLATION:
N/A

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:
August invoice submitted, reviewed, and approved for payment in late September. September invoice submitted and is currently under review. All invoiced items are within approved budgeted amounts.

CONSULTATIONS:
Don Richards, Water & Wastewater Utilities Projects Manager; Matthew Marcuccio, Sr. Environmental Engineer, JLR; Matt Hoult, Water & Wastewater Superintendent, and; Bob Luciano, Project Manager, Kingdom Construction Limited

ATTACHMENTS:
N/A

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

THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

Report Council – RDS-2026-19

Date: November 4, 2026 ☐ **IN CAMERA**

Subject: 2026 Capital Projects Update

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

RECOMMENDATION:
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE 2026 CAPITAL PROJECTS UPDATE REPORT, AS PRESENTED IN REPORT COUNCIL RDS-2026-19.

STRATEGIC PLAN COMMENTS:
Priority 1. Provide Quality Core Services and Infrastructure – Strategy 2. Prioritize the implementation of the 10-year Asset Management Plan.

BACKGROUND:
Public Works has 60 capital projects underway through 2026, totalling just over $23M. These works are being managed and overseen by one staff member that is dedicated mostly to capital projects, as well as the support of two operational Supervisors and one department head.

INFORMATION/DISCUSSION:
As of the end of September, 15 of the 60 projects were completed, 12 of them are not yet started, and the remaining 33 have anticipated completion dates in the next 3-12 months. 17 of these 60 projects are “operational” in nature and are completed throughout the year (asphalt, concrete, milling, and paving works, water meter repairs and installations, wastewater pump refurbishments, water valve replacements, fire hydrant maintenance and replacements, etc.) and therefore do not typically exhaust their respective budget until year-end.

It is anticipated that approximately $10M will be accrued by the end of 2026, with another $11M being exhausted by September 2027. A few items of note are listed below:

- $6M +/- for the lagoon remediation work is grant funding to be spent by March 31, 2029.
- $1.4M for the forcemain twinning project has been delayed due to ongoing discussions with the MTO and their plan for projected 401 corridor works in the next few years.
- The East End Pumping Station project (also grant funded) has seen several delays; rendering that project almost 12-months behind schedule.

- Water Tower project was strategically scheduled for Q2/Q3 of 2027 to ensure staffing resources could be maximized as this project can result in frequent emergency repairs.
- Maintenance of the Rail-to-Trail Bridge was completed internally, leaving the budgeted funds to be put in reserves to support the eventual replacement structure required in the next few years.
- Arthur Street Phase II reconstruction has been delayed, however is underway and is scheduled to be completed by June 1, 2027.

APPLICABLE POLICY/LEGISLATION:
Procurement By-law No. 2025-089
By-law No. 2026-001 2026 Capital and Operating Budget

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:
N/A

CONSULTATIONS:
Charles Fromentin, Technologist
Brock Webb, Superintendent of Roads
Matt Hoult, Superintendent of Water & Wastewater

ATTACHMENTS:
2026 Public Works Capital Projects Workbook

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

Transportation Services Projects

PROJECT	2025 Carry-Forward	2026 Budget	Total Budget	Status
PW Roads Annual ACMP (Asphalt, Concrete, Milling & Paving) Program	$150,312	$718,100	$868,412	Works are 90% complete for 2026
King Street Pedestrian Bridge Removal	$496,961	$0	$496,961	Removal is complete. Bringing monument report to council in winter.
Rail-to-Trail Pedestrian Bridge Replacement	$245,929	$123,500	$369,429	Discussing with engineering consultant. Funds will be put into reserves for replacement structure.
Storm Sewer Maintenance Program	$45,649	$350,000	$395,649	Works are on-going and around 50% complete.
Storm Sewer Master Plan Study	$77,560	$0	$77,560	Study is 90% complete. Identifying system gaps internally and with consultant. Final report will be presented in winter.
PW Road Track Skid Steer w/ 6-way grader blade attachment & carbide tip Hartley rake	$295,000	$0	$295,000	Equipment delivered.
PW Roads Unit 131 (Backhoe) Replacement		$340,000	$340,000	Equipment delivered.
PW Roads Unit 118 (Vacuum Truck) Replacement		$420,000	$420,000	Equipment to be delivered before December 31, 2026.
PW Roads Unit 134 (Trackless) Replacement		$190,000	$190,000	Equipment delivered.
Town Gates Rehabilitation Project	$75,000		$75,000	Project complete.
PW Roads Black Snappers Pedestrian Bridge Rehabilitation	$100,000	$100,000	$200,000	Project complete.
PW Roads Water Street Swing Bridge Rehabilitation	$139,395	$60,000	$199,395	Discussing with engineering consultant. Funds will be put into reserves for future costs.
PW Office Facility Capital Repairs & Maintenance	$25,000	$20,000	$45,000	Projects complete.
PW Garage Facility Capital Repairs & Maintenance	$30,000	$40,000	$70,000	Projects complete.
Elmwood Dr (King St E to Pine St E) Stormwater Infrastructure Rough-In	$125,000	$0	$125,000	Project is 90% complete. To be finished early November.
Arthur St (Charles St S to end Arthur St) Road & Sidewalk Reconstruction	($62,609)	$1,100,000	$1,037,391	Project is 5% complete. Dead-end infrastructure completed in 2026; William to Chalres to be completed June 1, 2026.
Arthur St (Charles St S to end Arthur St) Storm Sewer Replacement	$100,000	$1,100,000	$1,200,000	Project is 5% complete. Dead-end infrastructure completed in 2026; William to Chalres to be completed June 1, 2026.
Birch St (King St W to Second St) Road & Sidewalk Reconstruction		$51,000	$51,000	Seeking approval to award. Design to be complete March 2027.
Birch St (King St W to Second St) Storm Sewer Replacement		$51,000	$51,000	Seeking approval to award. Design to be complete March 2027.
Elizabeth Street Parkette Stormwater Outfall Rehabilitation		$75,000	$75,000	On hold with Elmwood subdivision development. Discussing projected work with developer.
Public Works - Fleet - Flacon 2 Ton Trailer (Dump Box)		$47,000	$47,000	Grant-funded equipment delivered.
PW Yard Fueling Facility Upgrades / Renewals		$200,000	$200,000	Seeking approval to award. Design to be complete March 2027.
Subtotal	**$1,843,197**	**$4,985,600**	**$6,828,797**	approx. $4M spent at end of 2026

Environmental Services Projects

PROJECT	2025 Carry-Forward	2026 Budget	Total Budget	Status
Shoreline Erosion Mitigation Project	$76,023	$0	$76,023	Discussing with engineering consultant. Funds will be put into reserves for future maintenance and/or technical work.
Wastewater Master Plan Study	$121,275	$0	$121,275	Study is 90% complete. Identifying system gaps internally and with consultant. Final report will be presented in winter.
Utilities Storage Facility Project	$23,855	$0	$23,855	Project complete.
WTP Controls Renewals - Water Network	$10,014	$0	$10,014	In progress.
WD Customer Water Meter Renewals - Water Network	$2,167	$0	$2,167	On-going.
WD Hydraulic Modelling Study - Water Network	$10,000	$0	$10,000	On-going. May be put in reserves as much of the work has been captured internally.
WTP HVAC Upgrades/Renewals - Water Network	$25,000	$175,000	$200,000	Study and design complete. Should be completed in Q1 2027.
WTP SCADA Renewals - Water Network	($2,895)	$18,000	$15,105	In progress.
WTP Electrical/Instrumentation Renewals - Water Network	($30,000)	$30,000	$0	Project complete.
WTP Low Lift Pump & Rapid Mixer Renewals - Water Network	$7,472	$40,000	$47,472	In progress.
WTP Backwash Renewals - Water Network	$17,413	$0	$17,413	In progress.
WTP High Lift Pump Renewals - Water Network	$7,433	$0	$7,433	Project complete.
WTP Wastewater Transfer Renewals - Water Network		$40,000	$40,000	In progress.
WT Backflow Renewals - Water Network	$10,000	$0	$10,000	In progress.
WD Arthur St (Charles St S to sub - Arthur st) Watermain Replacement - Water Network	$137,500	$0	$137,500	Project is 5% complete. Dead-end infrastructure completed in 2026; William to Chalres to be completed June 1, 2026.
WD Arthur St (Charles St S to sub - Arthur st) Watermain Replacement - Water Network		$880,000	$880,000	Project is 5% complete. Dead-end infrastructure completed in 2026; William to Chalres to be completed June 1, 2026.
WD Birch St (King St W to Second St) Watermain Replacement - Water Network		$51,000	$51,000	Seeking approval to award. Design to be complete March 2027.
WD Hydrant Replacement/Rebuild Program - Water Network	$4,475	$25,500	$29,975	On-going.
WD Valve Replacement Program - Water Network	$5,822	$25,500	$31,322	On-going.
WD Elmwood Dr (King St E to Pine St E) Watermain Replacement - Water Network	$305,518	$0	$305,518	Project is 90% complete. To be finished early November.
WD Water Tower Renewal - Water Network	$36,805	$905,000	$941,805	Tower cleaning complete. Project to be completed during Q1/Q2 2027.
WD Lead Service Replacement Program - Water Network	$7,959	$25,500	$33,459	On-going.
WD Curbstop Replacement Program - Water Network	$20,882	$25,500	$46,382	On-going.
EEPS Upgrade Project (Chemical Building/Storage, 2nd Wet Well) - Sanitary Sewer Netw	$2,385,058	$975,000	$3,360,058	Project is 90% complete. To be finished January/February 2027.
Lagoon Forcemain Twinning Project - Sanitary Sewer Network	$451,347	$1,000,000	$1,451,347	Design is underway. Awaiting decision for MTO corridor planning. Construction to commence Q2/Q3 2027.
Lagoon Cell #1 Influent / Bypass Chamber Renewal - Sanitary Sewer Network		$902,000	$902,000	Grant-funded project is underway. Construction to commence July 2027.
Lagoon Sludge Removal - Sanitary Sewer Network	$2,706	$3,222,500	$3,225,206	Grant-funded project is underway. Construction to commence July 2027.
WWC Arthur St (Charles St S to Deadend E of William St S) Sewermain Replacement - Sa	$125,000	$812,120	$937,120	Project is 5% complete. Dead-end infrastructure completed in 2026; William to Chalres to be completed June 1, 2026.
WWC Birch St (King St W to Second St) Sewermain Replacement - Sanitary Sewer Network		$50,000	$50,000	Seeking approval to award. Design to be complete March 2027.
WWC Service Lateral Relining & Replacement / Manhole Reburbishment Program - Sanit	($2,376)	$25,500	$23,124	On-going.
WWC Water Street PS#2 Pump Renewals - Sanitary Sewer Network		$15,300	$15,300	On-going.
WWC Main Street PS#3 Pump Renewals - Sanitary Sewer Network	$35,000	$0	$35,000	On-going.
WWC SSPS Pump Renewals - Sanitary Sewer Network		$17,850	$17,850	On-going.
WWC Manhole #18 Renewals - Sanitary Sewer Network		$35,700	$35,700	In progress.
PW Utilities Equipment Renewals - Water Network		$15,300	$15,300	Trailer-mounted compressor - in progress.
WD Watermain Relining Pilot Project		$1,000,000	$1,000,000	Drafting Tender internally. Work to be completed Q2/Q3 2027.
Lagoon Cell #1 Liner Rehabilitation - Sanitary Sewer Network - Sanitary Sewer Network		$2,250,000	$2,250,000	Grant-funded project is underway. Construction to commence July 2027.
Lagoon Cell #2 Storm Drainage Repair - Sanitary Sewer Network		$50,000	$50,000	Grant-funded project is underway. Construction to commence July 2027.
WWC Sewer Camera - Sanitary Sewer Network		$100,000	$100,000	Equipment delivered.
Subtotal	**$3,793,453**	**$12,712,270**	**$16,505,723**	approx. $6M spent at end of 2026

THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

Report Council-PD-2026-14

Date: November 4, 2026 ☐ **IN CAMERA**

Subject: Amend Castlegrove Phasing Pre-Servicing Agreement (SD2022-01) – Schedules 'A' and 'B'

Author: Brenda Guy, Manager of Planning & Development ☒ **OPEN COUNCIL**

RECOMMENDATION:
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-084, BEING A BY-LAW TO AMEND BY-LAW NO. 2024-086, A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A PRE-SERVICING AGREEMENT WITH 10664006 CANADA INC., FOR PHASES 2, 3, 4 AND 5, TO REMOVE SCHEDULES 'A' AND 'B' OF THE AGREEMENT AND REPLACE WITH THE ATTACHED SCHEDULES, AS PRESENTED IN REPORT COUNCIL-PD-2026-14.

STRATEGIC PLAN COMMENTS:
Sector 6 – Governance – Strategic Initiative #4 – Town Council will ensure openness and transparency in it operation.

BACKGROUND:
The Town entered into a Pre-Servicing Agreement with 10664006 Canada Inc., in November 2024. Subsequently, Phase 2 (Lots 24-33) were registered under LE175755 in June 2026 for a Plan of Subdivision being 28M-26.

The Applicants are looking to move forward with the next phase which is outlined in the Pre-Servicing Agreement. A Pre-Servicing Agreement identifies the drawings, phases and scope of work along with requirements for inspections by Engineers as well as Town Staff.

The request being sought by the Developer is to amend the phasing as outlined in the Pre-Servicing Agreement.

INFORMATION/DISCUSSION:
In November of 2024, the phasing proposed within the development was as follows:
Phase 2: Lot 24-33 (Plan 28M-26 – June 2026)
Phase 3: Lot 11-23, 40-44
Phase 4: Lot 1-10, 45-47, 48-53
Phase 5: Lot 34-39

The developer is proposing the following lot allocation which is a combination of the above Phases 3 and 4.

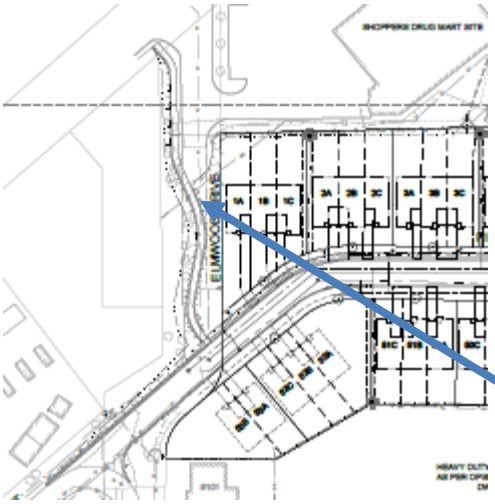
Phase 3: Lot 1-6, 48-53
Phase 4: Lot 7-23, 40-47
Phase 5: Lot 34-39



The request for change-up of phasing is cited to be market and cost of servicing. From the Town's perspective, the assessment of market and management thereof, is up to the developer to consider; this is not a decision of Council. However, Council can consider the phasing.

To the foregoing, Staff have included Public Works in this request to ensure that the change of the phasing does not impact the Town's infrastructure in terms of operations particularly in the area of municipal water and sewer – connections, looping etc. Public Works Staff have identified that while there is a Town initiated works being undertaken on Elmwood Drive, this would not have any impact on what is being proposed.

Council may recall that Staff had proposed that the Developer upgrade the road network of Pine Street extension to King Street East as another access point. This was not approved in the decision; however, a pathway was introduced. Public Works noted that the proposed curved pathway would be better served if installation occurred on the outer edge of the road allowance as if a road were to be installed. Staff have requested that the Developer incorporate this pathway during this phase of the subdivision. This is agreeable by the Developer and Public Works will approve the pathway required by the Town.



Pathway from Pine to King Street E

Staff consider this a housekeeping request and recommend that the Mayor and Clerk be authorized to amend the existing pre-servicing agreement and replace Schedule A and B as presented.

APPLICABLE POLICY/LEGISLATION:
Planning Act, R.S.O 1990, c.P.13
By-law No. 2024-086

FINANCIAL CONSIDERATIONS:
n/a

CONSULTATIONS:
Manager of Public Works

ATTACHMENTS:
Attachment 1 – Pre-Servicing Agreement Amended Schedules ‘A’ and ‘B’

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

SCHEDULE "A"
LEGAL DESCRIPTION

Property Identification Number (P.I.N.):
Part of PIN 44244-0373

Description of Lands:
Part of Lot 16 Concession in the Town of Gananoque

Phase 2: Lot 24-33
Phase 3: Lot 1-6, 48-53
Phase 4: Lot 7-23, 40-47
Phase 5: Lot 34-39

SCHEDULE "B"
PLAN OF SUBDIVISION (PLANNED PHASES 2-5)



AORS

PROMOTING **KNOWLEDGE.** PURSUING **EXCELLENCE.**

September 4, 2026

Town of Gananoque
Attn: Mayor John Beddows
Town Hall, 30 King St. E.
Gananoque, ON K7G 1E9

Attention: Mayor John Beddows and Council

Re: Brent Goudey Assoc. R.S.

Dear Mayor and Council Members:

On behalf of the Association of Ontario Road Supervisors (AORS), I would like to congratulate your employee, **Brent Goudey** for their recent **Associate Road Supervisor** certification. As well, thank you for supporting your employee and we encourage you to publicly acknowledge this achievement.

AORS has been serving public works professionals since 1961. In 1996 AORS was granted – by Provincial Legislation – the exclusive right to use the designation 'Certified Road Supervisor' (CRS). The four levels of Certification – Associate, CRS, Intermediate and Senior – have mandatory experience and education criteria established by the AORS Education Committee and Certification Board. Certified individuals may publicize their credential by using initials after their names and we would certainly encourage your employee to do so.

Certification is important for your Municipality because it increases corporate 'professionalism', accountability and morale. Certified Road Supervisors use their broad base of knowledge to make confident decisions and therefore serve Council and public more effectively.

AORS is committed to the training and development of experienced, reliable and efficient personnel for the construction and maintenance of public roads in rural and urban municipalities across Ontario.

Thank you again for supporting AORS and for helping us meet our objectives.

Yours truly,

Kelly Elliott
Executive Director

cc. Brent Goudey Assoc. R.S.

268 Maiden Lane, Suite 206, P.O. Box 2669, St. Marys, ON N4X 1A4
Tel: 226.661.2002 • Fax: 226.661.2003 • admin@aors.on.ca • www.aors.on.ca

2027 Municipal Levy Notice

Town of Gananoque **October 5, 2026**

On September 23, 2026, the Board of Health approved the 2027 budget for our Mandatory Programs. A copy of the approved budget is attached for your reference.

Pursuant to Section 72 of the *Health Protection and Promotion Act (HPPA)*, this letter serves as formal notice of your municipality's required contribution for 2027.

Key details are as follows:

- Total 2027 municipal levy **$15,016,185** (2026: $14,694,165)
- Amount allocated to your municipality **$141,372** (2026: $138,340)
- Quarterly payment amount **$35,343.00**, payable in four equal installments

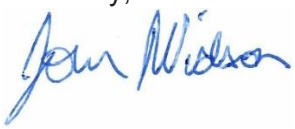
Due Date		Amount
2027-Jan-01	$	35,343.00
2027-Apr-01		35,343.00
2027-Jul-01		35,343.00
2027-Oct-01		35,343.00
	$	141,372.00

Attached are the invoices for the upcoming quarterly payments, along with a void cheque. We would appreciate future payments being remitted via EFT to the account identified on the attached cheque.

As part of our recently approved Strategic Plan, we are developing a financial update and five-year financial projection for the municipal levy to support municipal planning.

Should you have any questions regarding the 2027 levy or attached budget information, please do not hesitate to contact me.

Sincerely,



John Wickson, CPA, CMA, PCP, FPAP, FMVA
Manager, Finance | Corporate Services

Main Office **Kingston**
221 Portsmouth Ave.
Kingston, Ontario K7M 1V5
613-549-1232 | 1-800-267-7875
Fax: 613-549-7896

Belleville
179 North Park St.
Belleville, Ontario K8P 4P1
613-966-5500 | 1-800-267-2803
Fax: 613-966-9418

Brockville
458 Laurier Blvd.
Brockville, Ontario K6V 7A3
613-345-5685 | 1-800-660-5853
Fax: 613-345-2879

Schedule 8.2.1

Memo

To: Board of Health Finance Committee Members
From: Dr. Piotr Oglaza
Date: September 16, 2026

Re: Budget Briefing Note

Purpose

The purpose of this briefing note is to provide the Board of Health with an overview of the key assumptions used in developing the 2027 Southeast Public Health (SEPH) budget.

Budget Context

Development of the 2027 budget continues to be influenced by:

- The integration of the three former public health units
- Ongoing Public Sector Labour Relations Transition Act (PSLRTA) process
- Fiscal reality of inflation outpacing funding increases
- Revised Ontario Public Health Standards
- Health units navigating their role in the ever-changing health care environment
- Continued fact-based approach to promoting and protecting the health of the community

At this time, the PSLRTA process is ongoing and not finalized. This delays the harmonization of compensation and benefits for unionized staff across the agency. As a result, employee compensation, including estimated cost-of-living adjustments (COLA) and wage harmonization, represents an important area of uncertainty within the 2027 budget.

The budget has therefore been developed using advice from external consultants and the best available estimates for these costs. Additional compensation-related impacts may arise as the labour relations and compensation harmonization processes progresses.

Key Budget Assumptions and Details

Revenue

Ministry of Health – Base Funding

- Mandatory Programs: 1.0% funding increase, for total funding of approximately **$33.4 million**.
- MOH and AMOH Compensation Initiative: Revenue fully offsets associated expenditures; totalling approximately **$0.4 million**.
- Ontario Seniors Dental Care Program: No funding increase is assumed, with total funding of approximately **$3.3 million**.

Ministry of Health – One-Time Funding

- Acute Care Enhanced Surveillance (ACES): Funding is maintained at approximately **$0.3 million**.
- Voluntary Merger Funding: Approximately **$0.2 million**. The Voluntary Merger Funding ends at the first quarter of 2027, contrasted to four quarters of funding in 2026.

Ministry of Children, Community and Social Services (MCCSS)

- Healthy Babies Healthy Children (HBHC): approximately **$3.7 million**.
- Preschool Speech and Language Program (PSL): approximately **$1.6 million**.

Municipal Funding

- The budget continues implementation of the approved **69/31 Provincial-Municipal funding split** for Mandatory Programs.
- The municipal contribution increases by **2.19% compared with the 2026 budget**, for a total municipal contribution of approximately **$15.0 million**.

Federal Funding and Other Income

- Approximately **$1.2 million** in funding for the Substance Use and Addictions Program.
- Additional revenue is anticipated from several smaller secondments, grants, and other revenue generating opportunities.

Expenses

- **Employee Salaries, Wages and Benefits**, projected COLA and benefit rate adjustments have been included.
- **Materials and Supplies**, continued movement away from printed material.
- **Telephone, Cell Phone and Internet Costs**, 2026 budget was low, cost reduction project is underway.
- **Administrative Costs**, 2026 budget was low, should level out in 2028 and move with general inflation.
- **Allocated Overhead**, represents overhead allocation/charge to other budgets.
- **Large Capital Purchases**, represents continued investments in large equipment, infrastructure and buildings.

Recommendation:

MOTIONS:

1. THAT the Board of Health approve the Draft 2027 Budget for Mandatory Programs and all related Southeast Public Health budgets, as recommended by the Finance Committee.
2. THAT the Board of Health approve the use of up to $0.2 million in reserve funds for continued capital investments in infrastructure and technology, as recommended by the Finance Committee.

Schedule 8.2.2

Southeast Public Health

Draft 2027 Budget

Prepared for
Board of Health
2026-Sep-23

Mandatory Programs
Statement of Operations
Draft 2027 Budget

	Budget 2027	Budget 2026	Change $	Change %
Revenue				
Provincial Funding	$ 33,844,322	$ 33,508,570	$ 335,752	1.00
Municipal Funding	15,016,185	14,694,165	322,020	2.19
Total Provincial and Municipal Funding	48,860,507	48,202,735	657,772	1.36
Federal Funding and Other Income	638,406	555,000	83,406	15.03
Voluntary Merger Support	226,138	1,850,000	(1,623,862)	(87.78)
Transfer from Reserves	200,000	-	200,000	-
Total Revenue	**49,925,051**	**50,607,735**	**(682,684)**	**(1.35)**
Expenses				
Employee Salaries, Wages and Benefits	42,808,253	43,637,771	(829,518)	(1.90)
Board of Health	75,000	75,000	-	-
Volunteer	5,000	5,000	-	-
Staff Training and Development	325,000	344,900	(19,900)	(5.77)
Travel and Vehicle	700,000	744,022	(44,022)	(5.92)
Building Occupancy	1,500,000	1,500,000	-	-
Materials and Supplies	1,000,000	1,114,000	(114,000)	(10.23)
Office Equipment	25,000	-	25,000	-
Professional and Contract Services	1,100,000	1,062,250	37,750	3.55
Telephone, Cell Phone and Internet Costs	225,000	175,000	50,000	28.57
Information and Technology Equipment	1,700,000	1,600,000	100,000	6.25
Administrative Costs	500,000	400,000	100,000	25.00
Other Expenses	-	59,792	(59,792)	(100.00)
Allocated Overhead	(603,202)	(460,000)	(143,202)	31.13
Large Capital Purchases	565,000	350,000	215,000	61.43
Total Expenses	**49,925,051**	**50,607,735**	**(682,684)**	**(1.35)**
Net Surplus (Deficit)	**$ -**	**$ -**	**$ -**	**-**

All Budget Segments
Statement of Operations
Draft 2027 Budget

	Mandatory Programs	OSDCP	HBHC	PSL	SUAP	ACES	Other <$250,000	Total Agency
Revenue								
Provincial Funding	$ 33,844,322	$ 3,312,800	$ 3,734,256	$ 1,573,499	$ -	$ 340,000	$ 205,364	$ 43,010,241
Municipal Funding	15,016,185	-	-	-	-	-	-	15,016,185
Total Provincial and Municipal Funding	48,860,507	3,312,800	3,734,256	1,573,499	-	340,000	205,364	58,026,426
Federal Funding and Other Income	638,406	-	99,427	-	1,173,108	-	39,000	1,949,941
Voluntary Merger Support	226,138	-	-	-	-	-	-	226,138
Transfer from Reserves	200,000	-	-	-	-	-	-	200,000
Total Revenue	**49,925,051**	**3,312,800**	**3,833,683**	**1,573,499**	**1,173,108**	**340,000**	**244,364**	**60,402,505**
Expenses								
Employee Salaries, Wages and Benefits	42,808,253	767,971	3,413,408	842,764	9,008	327,142	224,814	48,393,360
Board of Health	75,000	-	-	-	-	-	-	75,000
Volunteer	5,000	-	-	-	-	-	-	5,000
Staff Training and Development	325,000	-	6,750	4,000	-	-	250	336,000
Travel and Vehicle	700,000	-	150,000	20,000	-	-	4,904	874,904
Building Occupancy	1,500,000	-	-	31,567	-	-	-	1,531,567
Materials and Supplies	1,000,000	7,400	50,259	25,000	-	12,858	14,396	1,109,913
Office Equipment	25,000	4,000	-	-	-	-	-	29,000
Professional and Contract Services	1,100,000	2,202,149	-	650,168	1,105,444	-	-	5,057,761
Telephone, Cell Phone and Internet Costs	225,000	-	-	-	-	-	-	225,000
Information and Technology Equipment	1,700,000	-	-	-	-	-	-	1,700,000
Administrative Costs	500,000	-	-	-	-	-	-	500,000
Allocated Overhead	(603,202)	331,280	213,266	-	58,656	-	-	-
Large Capital Purchases	565,000	-	-	-	-	-	-	565,000
Total Expenses	**49,925,051**	**3,312,800**	**3,833,683**	**1,573,499**	**1,173,108**	**340,000**	**244,364**	**60,402,505**
Net Surplus (Deficit)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Mandatory Programs = core operations, includes MOH and AMOH Compensation Initiative
OSDCP = Ontario Seniors Dental Care Program
HBHC = HBHC Healthy Babies Healthy Children
PSL = PSL Preschool Speech and Language
SUAP = Substance Use and Addictions Program (SEPH is a flow through to a third party)
ACES = Acute Care Enhanced Surveillance System
Other <$250,000 = grants/funding opportunities under $250,000 annually
- Shared Library Services Program (SLSP)
- Public Health Inspector Student Practicum
- Children's Oral Health Initiative (COHI)

For immediate release
October 21, 2026

OLG ISSUES SECOND 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 second quarter (July 1 – September 30) payment totaling $240,270 each to the Township of Leeds and the Thousand Islands and the Town of Gananoque for hosting Shorelines Casino Thousand Islands.

So far, during OLG's fiscal year (April 1, 2026 to March 31, 2027), the Township of Leeds and the Thousand Islands and the Town of Gananoque have each received $462,171. Since the gaming site opened in June 2002, the Township of Leeds and the Thousand Islands and the Town of Gananoque have each received $34,921,964.

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

"OLG's Municipality Contribution Agreement provides the Township of Leeds and the Thousand Islands and the Town of Gananoque with a share of local casino revenue to invest and enhance our communities," said Steve Clark, Member of Provincial Parliament for Leeds-Grenville-Thousand Islands and Rideau Lakes. "Gaming facilities generate economic activity, support local jobs and investment, and provide revenue that helps fund priorities that are important to the people of 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 where gaming entertainment drives benefits beyond the game. As an Ontario Crown Agency, OLG offers casino, lottery, digital and charitable gaming to millions of players - with a commitment to safe and responsible play at the heart of everything it does. Since 1975, its operations have generated approximately $64 billion to fund key provincial priorities, while creating significant economic benefits for casino host communities, Ontario First Nations, lottery retailers, local charities and the horse racing sector.

Play for Ontario – 100% of profits reinvested in Ontario
OLG.ca

Find us on Social

PlaySmart.ca
With you every step of the play
ConnexOntario – Problem Gambling Support: 1-866-531-2600
Disponible en français

CONTACT:
OLG MEDIA RELATIONS
1-888-946-6716

Shorelines Casino Thousand Islands
Municipality Contribution Statement
for the Quarter Ended September 30, 2026
Unaudited results, subject to final reconciliation

Municipality Contribution - Q1		443,802
Municipality Contribution - Q2		480,540
Municipality Contribution - Q3		-
Municipality Contribution - Q4		-
Total Municipality Contribution - Year to Date		**924,342**
Township of Leeds and Thousand Islands	**240,270**	**480,540**
Town of Gananoque	**240,270**	
Total Municipality Contribution - Quarterly Payment to the Township of Leeds and the Thousand Islands & Town of Gananoque		**480,540**
Net to be transferred		**480,540**

Transferred via EFT

Numbers have been rounded, consequently certain amounts may not add or cross tabulate.

Prepared by OLG Corporate Accounting & Reporting

October 16, 2026

Watershed Municipalities
Attention: Clerks and CAOs

Re: CA Consolidation – Change in Role of Lower and Upper Tier Municipalities

Dear Watershed Municipalities,

On February 1, 2027, Ontario's 36 conservation authorities will be consolidated into nine regional conservation authorities. The purpose of this letter is to explain how the role of lower and upper tier municipalities will change following consolidation and key dates municipalities need to be aware of regarding these changes.

For more details about conservation authority consolidation and the transition process that is now underway please refer to the attached consolidation update.

Summary of Changes

Historically, single and lower tier municipalities were the "participating municipalities" of a conservation authority which meant that they:

- Appointed members to their conservation authority's Board of Directors;
- Received a draft of their conservation authority's budget for comment; and
- Were invoiced for their portion of the conservation authority's levy.

Earlier this year, the *Conservation Authorities Act* was amended to make single and upper tier municipalities the "participating municipalities" of the new consolidated regional conservation authorities. This means single and upper tier municipalities will become responsible for the roles listed above.

Appointment of Board Members

Following the upcoming municipal election, single and upper tier municipalities will be responsible for appointing members to the Board of Directors of their new regional conservation authority.

- These appointments need to be made through a resolution of council, a copy of which should be forwarded to the conservation authority once passed.
- These resolutions should be received by the conservation authority no later than January 31, 2027 as the new Board of Directors will need to meet in early February to operationalize the new regional conservation authority.
- Normally appointments are for the four-year term of Council, but a municipality may appoint a member for a shorter term or replace them during the term.

As you know, the province recently consulted on a draft proposal regarding how many seats single and upper tier municipalities could receive on the new regional

conservation authority Boards of Directors. Once the province finalizes a governance model, we will inform municipalities about:

- How many seats each municipality will have on the new Boards; and
- Any eligibility criteria for who can be appointed (e.g. resident of a municipality in the conservation authority's jurisdiction, elected official).

Continuation of Current Board

Per the *Conservation Authorities Act*, current members continue to serve on the conservation authority's Board of Directors until a municipality appoints or reappoints a member for the new term.

A member's appointment to the conservation authority Board is not tied to the municipal election, nor is it impacted by the outcome of the election. With amalgamation and new Boards not taking effect until February 1:

- It would provide the most stability if single and lower tier municipalities allowed their current members to continue serving until January 31 by reappointing them or simply not appointing a new member after the election.

Budget and Levy

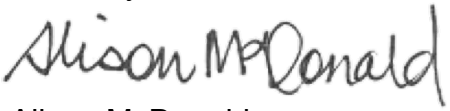
Conservation authorities were directed by the province to complete their 2027 budget and ensure levy invoices were issued to single and lower tier municipalities for a final time before January 31, 2027. This means:

- Single and lower tier municipalities will have received draft conservation authority budgets for review and comment and should expect levy invoices by year end following budget approval.
- Starting with the 2028 budget, single and upper tier municipalities will receive draft budgets for review and will be invoiced for the levy moving forward.

If you have any questions about the changes outlined above or require any further information about the amalgamation of conservation authorities, please contact me at 613-938-3611 ext. 222 or Alison.McDonald@rrca.on.ca.

Best of luck with your upcoming election and the new term of council, and we look forward to working with you in our new regional form.

Sincerely,



Alison McDonald
Project Executive
Eastern Lake Ontario Regional Conservation Authority

Attached: *Conservation Authority Consolidation Update #1*

Conservation Authority Consolidation Update #1

Eastern Lake Ontario Regional Conservation Authority

Eastern Lake Ontario Regional Conservation Authority

On February 1, 2027, Ontario's 36 conservation authorities will be consolidated into nine regional conservation authorities. Locally, Kawartha Conservation (KC), Otonabee Region Conservation (ORCA), Ganaraska Conservation (GRCA), Lower Trent Conservation (LTC), Crowe Valley Conservation (CVCA), Quinte Conservation (QC) and Cataraqui Region Conservation Authority (CRCA) will be consolidated to form the new Eastern Lake Ontario Regional Conservation Authority.

To keep local partners updated on the consolidation process, the Eastern Lake Ontario Region will provide written updates to share progress and key milestones as we move towards a consolidated regional conservation authority on February 1.

Project Executive

To lead consolidation efforts at the local level, the province has selected a Project Executive for each region who will become the CAO of the new regional conservation authority. Project Executives are responsible for leading the transition process and ensuring their new regional conservation authority is operational on February 1.

The province selected Alison McDonald as Project Executive for the Eastern Lake Ontario region. Alison brings experience in conservation authority leadership, municipal planning and development review. She previously served as General Manager of Raisin Region Conservation Authority, Managing Director of Approvals at South Nation Conservation, and Manager of Planning for the United Counties of Stormont, Dundas and Glengarry. Alison also serves as a councillor for the Township of North Stormont, bringing a municipal perspective to her work. She grew up in the Raisin watershed and holds a master's degree in environmental science from Trent University.

Transition Committee

Each Project Executive is being supported by a Transition Committee that will meet monthly from September to January to support the development of a Transition Plan for their region. Each committee is made up of two representatives from each conservation authority – the General Manager/CAO and a Board member.

The Transition Committee for the Eastern Lake Ontario region has begun meeting. They received Terms of Reference for the Committee and an overview of the transition

process and timeline. Members provided input on how to keep stakeholders and partners informed throughout the transition process and are now overseeing progress and providing input on the development of the Transition Plan.

Transition Committee for the Eastern Lake Ontario Regional Conservation Authority

CRCA	Paul Proderick: Board Chair (Councillor, Loyalist Township)
	David Ellingwood: General Manager
ORCA & CVCA	Michael Metcalf: Board Chair (Deputy Mayor, Municipality of Trent Lakes)
	Janette Loveys Smith: CAO/Secretary-Treasurer
GRCA	Vicki Mink: Board Chair (Councillor, Municipality of Port Hope)
	Linda Laliberte: CAO/Secretary-Treasurer
KC	Pat Warren: Board Chair (Councillor, City of Kawartha Lakes)
	Mark Majchrowski: CAO
LTC	Sherry Hamilton: Board Chair (Councillor, Cramahe Township)
	Rhonda Bateman: CAO
QRCA	Kathryn Brown: Board Chair (Councillor, City of Belleville)
	Tammy Smith: Acting CAO & Corporate Services Manager

Key Deliverables

Project Executives will be responsible for completing a Go Live Plan which is a list of critical tasks that need to be completed for the new regional conservation authority to be operational on February 1. Completion of this list will ensure the new organization is functional on Day 1 and there are no interruptions to operations, programs or services.

At the same time, Transition Committees will develop a Transition Plan which lays out the longer-term work plan to achieve steady state in the newly amalgamated regional conservation authority. The plan will identify key governance, operational, financial and organizational matters to be addressed in 2027 to 2029.

Board of Directors

The Board of Directors of the new regional conservation authority will be responsible for implementing the Transition Plan while governing the new organization and ensuring business continuity. The new Board of Directors will be appointed by single and upper tier municipalities in the region. The participating municipalities in the new St. Lawrence region are:

Upper Tier	Regional Municipality of Durham County of Frontenac County of Haliburton County of Hastings United Counties of Leeds and Grenville County of Lennox and Addington County of Northumberland County of Peterborough
Single Tier	City of Belleville City of Brockville Town of Gananoque City of Kawartha Lakes City of Kingston City of Peterborough County of Prince Edward City of Quinte West

Recently the province consulted on a draft proposal outlining how many seats each single and upper tier municipality could receive on the new regional conservation authority Boards of Directors. Once the province finalizes a governance model, we will inform municipalities of how many seats they have and work with them to appoint members prior to February 1.

To ensure conservation authorities remain operational and the transition is smooth:

- Current Board members should continue to serve on their local conservation authority board until January 31, 2027 (this is permitted under the *Conservation Authorities Act* and there are a limited number of meetings left before Feb 1)
- Current conservation authority Boards were also instructed by the province to complete 2027 budgets for their conservation authorities and issue levy invoices before Feb 1 (this is the last time lower tier municipalities will receive a levy invoice as 2028 levies will be issued to upper and single tier municipalities).

Summary of Changes

Below is a list of what is changing when, as well as a summary of what will stay the same following the consolidation of conservation authorities:

How Things are Changing	What Stays the Same
• **2027 Budget and Levies:** These budgets and levy invoices will be sent to single and lower tier municipalities for a final time. • **2028 Budget and Levies:** Next fall, draft budgets and levy invoices for 2028 and onward will be sent to single and upper tier municipalities • **Board of Directors:** Single and upper tier municipalities will appoint members to the regional conservation authority Boards of Directors following the municipal election (instead of single and lower tier municipalities)	• **No changes to programs and services**: What conservation authorities do and the programs and services they provide to residents and municipalities are not changing. • **No office closures**: Programs and services will continue to be delivered out of all seven CA offices • **No boundary changes**: Only land that is currently in a conservation authority will be in the jurisdiction of the new regional conservation authority. If only part of a municipality is currently in a CA, only that part will be in the new CA as no boundaries are expanding.

Watershed Councils

The province will also require regional conservation authorities to establish one or more watershed councils with representation from local partners, sectors and stakeholders. The province will provide further details on the establishment, size, membership and role of these councils in 2027 once the consolidation of conservation authorities.

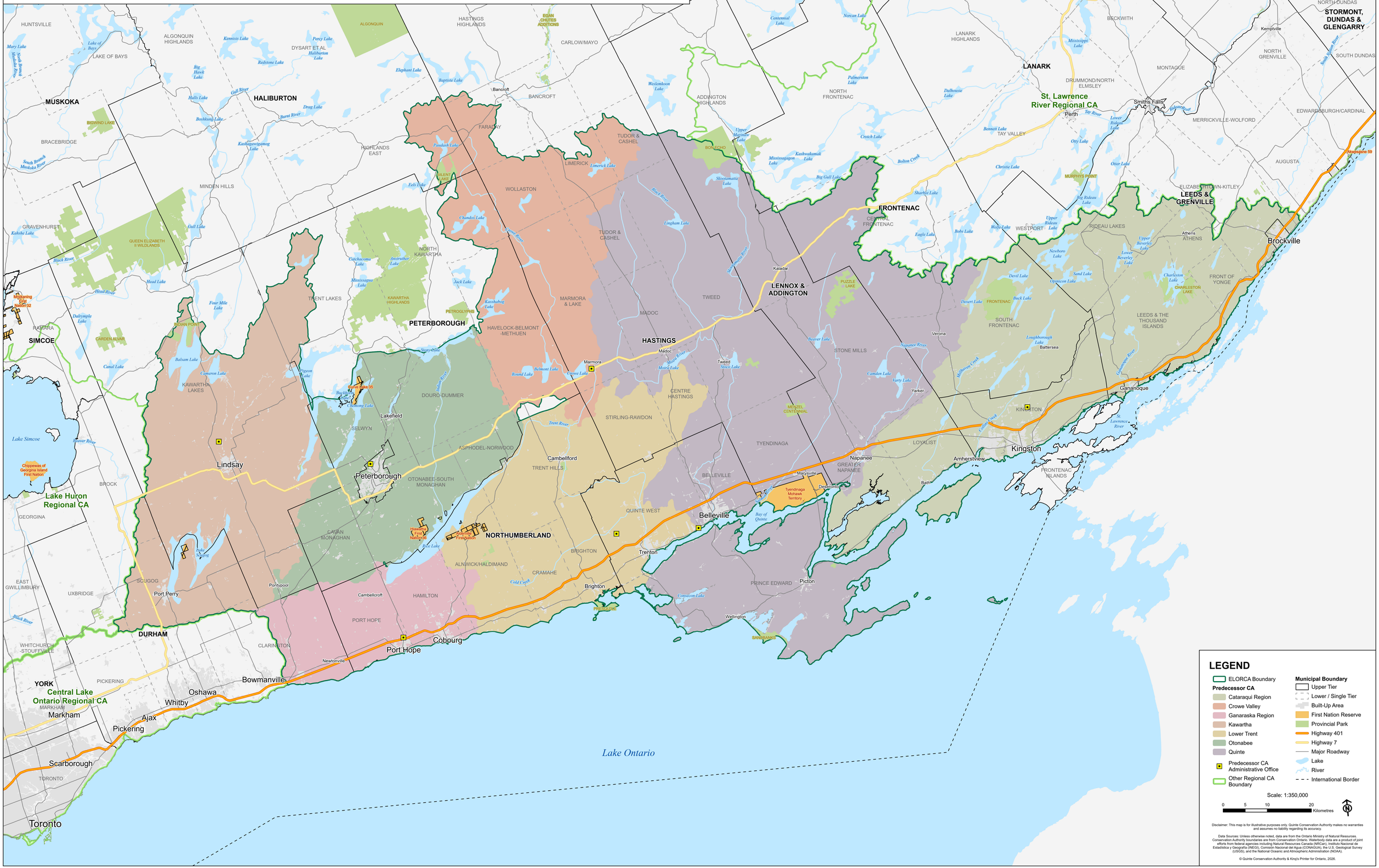
Ontario Provincial Conservation Agency

Earlier this year, the Ministry of Environment, Conservation and Parks created a new provincial agency to provide oversight over conservation authorities. The Ontario Provincial Conservation Agency (OPCA) is currently responsible for overseeing the regional consolidation of conservation authorities and is providing direction, tools and resources to all Project Executives and Transition Committees to guide a consistent and organized approach to consolidation.

For More Information:

Alison McDonald, Project Executive
Eastern Lake Ontario
Regional Conservation Authority
Alison.McDonald@rrca.on.ca

Eastern Lake Ontario Regional Conservation Authority (ELORCA)



Disclaimer: This map is for illustrative purposes only. Quinte Conservation Authority makes no warranties and assumes no liability regarding its accuracy.

Data Sources: Unless otherwise noted, data are from the Ontario Ministry of Natural Resources. Conservation Authority boundaries are from Conservation Ontario. Waterbody data are a product of joint efforts from federal agencies including Natural Resources Canada (NRCan), Instituto Nacional de Estadística y Geografía (INEGI), Comisión Nacional del Agua (CONAGUA), the U.S. Geological Survey (USGS), and the National Oceanic and Atmospheric Administration (NOAA).

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From: Clark, Steve
To: Merkley, Erin; Jiggins, Michael
Subject: NOMINATIONS OPEN! Ontario Senior Achievement Award
Date: October 20, 2026 12:15:38 PM

Good Afternoon –

On behalf of MPP Steve Clark, it is my pleasure to invite you to submit a nomination for the 2026 Ontario Senior Achievement Award.

Each year, the program recognizes extraordinary seniors who, **after the age of 65**, have made significant contributions to their community or province.

This is to inform you the deadline to nominate someone has been extended to December 1st. You can submit a nomination online by registering through the Ontario Honours and Awards Portal.

For more information about the program, please visit the Ontario Senior Achievement Award webpage.

You may also contact Ontario Honours and Awards Secretariat at OntarioHonoursAndAwards@ontario.ca, if you have questions about the Ontario Senior Achievement Award and how to submit a nomination online.

Thank you in advance for taking the time to consider putting forward the name of a special senior in your community.

Regards,

Erin Merkley
Office of Steve Clark, MPP
Leeds-Grenville-Thousand Islands and Rideau Lakes
613-342-9522
613-342-2501
erin.merkley@pc.ola.org
www.steveclarkmpp.com

From: Jamie Bishop
To: Melanie Kirkby
Subject: MPAC: 2026 Year-End Key Dates and Deliverables
Date: October 15, 2026 4:03:48 PM
Attachments: Screenshot 2026-10-15 093718.png
Screenshot 2025-10-23 154524.png

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mpac Municipal Property Assessment Corporation™

To: Chief Administrative Officers and Chief Financial Officers/Treasurers
Date: October 15, 2026
Subject: Updates on MPAC 2026 Year-End Key Dates and Deliverables

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Good afternoon Melanie,

As we move toward year-end, I want to share the key updates MPAC is making to support the 2026 assessment roll return and municipal planning.

Municipalities rely on year-end assessment information to support budget development, tax policy decisions, growth forecasting and service planning. The changes below are intended to give you clearer visibility into what will be delivered, when it is available, and how it may affect your local planning timelines.

What is changing for 2026 year-end delivery

MPAC has extended its year-end processing period to November 18 to allow more time to capture new assessment, parcelization and ownership changes related to sales activity before Roll Return. We are also adding a Property Assessment Change Notice (PACN) extract on November 19 to capture additional new assessment activity. The PACN file will be available in MPAC Municipal Connect™ by November 25, and the legislated Roll Return date remains December 15.

Your local Account Manager will work with you to confirm what the additional extract means for your municipality, including whether you should expect activity, how to interpret the information, and whether any follow-up is needed to support local planning.

Why this matters for municipal planning

- The additional PACN extract may include updated assessment activity that municipalities can consider in year-end forecasting and budget planning.
- Municipalities should review any new activity in the context of local growth forecasts, revenue estimates, and timing for tax policy decisions.

Key dates and deliverables

To support your planning, we have included a summary of key dates and deliverables for the remainder of 2026, including the Quarterly New Assessment Forecast for Q3, which will be shared on October 28. This schedule can be used to confirm when year-end information will be available and to align any local review, budget, or tax-setting timelines that depend on MPAC deliverables. This information is also available in MPAC Municipal Connect™.

We recognize how important year-end assessment timelines are to municipal planning. MPAC's focus is on providing the information municipalities need as clearly and predictably as possible, while continuing to capture eligible assessment activity before year-end.

If you have questions about the additional PACN extract, the year-end schedule or how these deliverables may affect your local planning timelines, please connect with your local Municipal and Stakeholder Relations team.

Best regards,

Jamie Bishop
Chief Customer Officer
Public Affairs & Customer Experience

mpac.ca
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4

2026 Year-End Key Deliverables Schedule

Delivery Date	Product/Action	MPAC Municipal Connect™ Portal
October 23	**Deadline for updating shipping information**	My Products
October 28	**2026 Q3 New Assessment Forecast and 2027 Preliminary New Assessment Forecast** are available	My Products
November 18	**Keying cut-off**	N/A
November 20 – December 7	**MPAC Municipal Connect™ is Static and the Final 2026 Control Totals** are available	Analytics
On or before November 25	**Additional Property Assessment Change Notice (PACN) files** are available	My Products
November 25 – 30	**Property Assessment Notices (PAN)** mailed to property owners	My Products
Week of November 30	**Municipal Change Profile (MCP) and Year-end Tax File (YETF)** are available	My Products
December 8	**MPAC Municipal Connect™** available for the 2027 Taxation Year	N/A
On or before December 15	**2026 Assessment Roll** for the 2027 Taxation Year	N/A