THE CORPORATION OF THE TOWN OF

GANANOQUE

Canadian Gateway to the 1000 Islands

REGULAR COUNCIL MEETING MINUTES

Held on Wednesday, September 16, 2026, at 5:00 PM

Held Virtually and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Brenda Guy, Manager of Planning and Development / Acting CAO
Councillors:	Colin Brown	Penny Kelly, Clerk / CEMC
	Matt Harper (connected @ 5:07 PM)	Lynsey Zufelt, Deputy Clerk
	Patrick Kirkby	David Armstrong, Manager of Public Works
	Anne-Marie Koiner	Jeff Johnston, Manager of Parks and Recreation
	Vicki Leakey	John Morrison, Treasurer
		Andrew Dickson, Fire Chief
		Rich Swann, Chief of Police
Regrets:		Melanie Kirkby, CAO

1.	**Call Meeting to Order**
	Mayor Beddows called the meeting to order at 5:00 PM.
2.	**Disclosure of Pecuniary Interest & General Nature Thereof**
	1. Councillor Brown declared a Pecuniary / Conflict of Interest on three (3) items, listed below, due to the close proximity of a parent's home from the development being discussed / considered. 1.1. Delegation – Elmwood Subdivision Group; 1.2. Presentation – Development Proposal – Elmwood Drive, and; 1.3. Report Council PD-2026-13 – Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – MHBC Planning Ltd.
3.	**Canadian National Anthem**
	• The National Anthem was sung.
4.	**Land Acknowledgement Statement**
	• Mayor Beddows read the Land Acknowledgement Statement
5.	**Public Question / Comment** (Only Addressing Motion(s) or Reports on the Agenda)
	• A Member of the public spoke to Reports on the Agenda.
6.	**Disclosure of Additional Items** – None
7.	**Delegation**
	1. Delegation – Eastern Workforce Innovation Board (EWIB) – Frank O'Hearn, Executive Director and Sandra Wright, LMI Analyst
	• Frank O'Hearn appeared before Council and provided an overview of the Eastern Workforce Innovation Board (EWIB) and its community resources that may impact and/or assist community partners with labour market planning.
	Motion #26-164 – Eastern Workforce Innovation Board (EWIB) **Moved by:** Mayor Beddows **Seconded by:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE EASTERN WORKFORCE INNOVATION BOARD (EWIB) PRESENTATION, AS PRESENTED BY FRANK O'HEARN ON WEDNESDAY, SEPTEMBER 16, 2026. **CARRIED – UNANIMOUS**

	2. Elmwood Subdivision Group – Tim Corbett and Marion Sprenger (+Petition) (+Ref. Report Council-PD-2026-13)
	• Tim Corbett, on behalf of the Elmwood Subdivision Group, appeared before Council, and presented a Petition opposing the Development Proposal Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) on Elmwood Drive.
*****At this point, Councillor Brown left the room and did not return until all matters regarding the Proposed Subdivision and Development Permit regarding Elmwood Drive were considered and disposed of.**	
	Motion #26-165 – Elmwood Subdivision Group – Presentation and Petition **Moved By:** Mayor Beddows **Seconded By:** Councillor Kirkby BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE ELMWOOD SUBDIVISION GROUP'S PRESENTATION AND PETITION AS PROVIDED BY TIM CORBETT ON WEDNESDAY, SEPTEMBER 16, 2026. **CARRIED – UNANIMOUS*, by those present***
8.	**Presentation**
	1. Development Proposal – Elmwood Drive – Emily Elliot, MHBC Planning Limited, and; Kyle Neilissen, Forefront Engineering
	• Rob Pierce, Senior Vice-President, Planning and Development at RW Tomlinson, introduced himself and advised of Tomlinson's involvement in the proposed development. • Emily Elliot, Planning Consultant for MHBC, and Kyle Neilissen, Forefront Engineering appeared before Council and presented a PowerPoint presentation titled "Development Proposal – Elmwood Drive Gananoque" (attached).
*****At this point, the Chair called a recess. The meeting resumed at 7:13 PM.** *****At this point, the Chair requested that Brenda Guy, Manager of Planning and Development present Report Council-PD-2026-13 and advised members of the public that questions and comments will be received, following the presentation of the Staff Report.**	
9.	**Approval of Minutes – Wednesday, September 2, 2026**
	Motion #26-161 – Approval of Minutes – Wednesday, September 2, 2026 **Moved By:** Mayor Beddows **Seconded By:** Councillor Kirkby BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF WEDNESDAY, SEPTEMBER 2ND, 2026. **CARRIED – UNANIMOUS**
10.	**Unfinished Business**
Council-PD-2026-12 – E-Scooters – Provincial Pilot Project "Opt-in" Program	
	Motion #26-162 – E-Scooters – Provincial Pilot Project "Opt-in" Program – Receive for Information **Moved By:** Mayor Beddows **Seconded By:** Councillor Kirkby BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE E-SCOOTERS – PROVINCIAL PILOT PROJECT "OPT-IN" PROGRAM REPORT AS DIRECTED BY MOTION #26-146, AND AS PRESENTED IN REPORT COUNCIL-PD-2026-12. **CARRIED – UNANIMOUS**

By-law No. 2026-078 – E-Scooters – Provincial Pilot Project "Opt-in" Program
Moved By: Councillor Kirkby **Seconded By:** Councillor Brown
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS FOR A FIRST AND SECOND TIME, BY-LAW NO. 2026-078, BEING A BY-LAW TO ESTABLISH A PILOT PROJECT FOR ELECTRIC KICK-SCOOTERS FOR USE ON ROADWAYS AND MULTI-PURPOSE LANES (NOT SIDEWALKS) IN THE TOWN OF GANANOQUE,

AND FURTHER THAT BY-LAW NO. 2026-078, BE CONSIDERED READ A FIRST AND SECOND TIME ON SEPTEMBER 16TH, 2026,

AND FURTHER THAT THE THIRD READING BE POSTPONED TO A FUTURE DATE, TO ALLOW FURTHER EXPLORATION OF ALL LIMITATIONS BEING PROPOSED, AS PRESENTED IN REPORT COUNCIL-PD-2026-12.

DEFEATED – *2 Ayes, 4 Nays*

Council-PD-2026-13 – Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – MHBC Planning Ltd.

Motion #26-163 – Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – MHBC Planning Ltd.
Moved By: Councillor Koiner **Seconded By:** Councillor Harper
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE ISSUANCE OF A NOTICE OF DECISION TO APPROVE THE DRAFT PLAN OF SUBDIVISION SD2025-01 – MHBC PLANNING LIMITED, SUBJECT TO THE ATTACHED CONDITIONS OF DRAFT PLAN APPROVAL;

AND FURTHER THAT DEVELOPMENT PERMIT APPLICATION DP2026-04 – MHBC PLANNING LIMITED, BE APPROVED AS FOLLOWS:

- FLOODPLAIN SETBACK: MIN 15M SETBACK FROM THE FLOODPLAIN (LOTS 20, 21, 53-65)
- LOT FRONTAGE: MIN 11M (LOTS 6-18, 22, 26-32, 34)
- LOT AREA: MIN 450M2 (LOTS 6-18, 22, 26-32, 34)
- REAR YARD: MIN 6M (BLOCK 69-70)
- LOT AREA: MIN 165M^2 (BLOCKS 69-70)
- BUILDING AND STRUCTURE SETBACK: MIN 6M (LOT 1, 24-32, 34-52)

AS RECOMMENDED BY PLANNING ADVISORY COMMITTEE (PAC) AND AS PRESENTED IN COUNCIL REPORT-PD-2026-13.

CARRIED – *3 Ayes, 1 Nay, 1 Abstain, by those present*

Motion #26-166 – Extension of Curfew
Moved by: Mayor Beddows **Seconded by**: Deputy Mayor Leakey
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE EXTENDS ITS CURFEW FROM 9:00 PM to 9:30 PM.

CARRIED – *3 Ayes, 2 Nays*

Council-FIN-2026-32 – Ontario Infrastructure and Lands Corporation (OILC) Debenture Rates By-laws

By-law No. 2026-075 – Ontario Infrastructure and Lands Corporation (OILC) Debenture Rates By-law – One Pierce Enforcer 100 FT Platform
Moved By: Councillor Koiner **Seconded By:** Mayor Beddows
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-075, BEING A BY-LAW TO AUTHORIZE LONG-TERM BORROWING PURSUANT TO THE ISSUE OF DEBENTURES TO ONTARIO

INFRASTRUCTURE AND LANDS CORPORATION ("OILC") IN THE PRINCIPAL AMOUNT OF $2,100,000.00 TOWARDS THE COST OF THE CAPITAL WORK(S), AND TO AUTHORIZED DEBENTURES AND ALL RELATED DOCUMENTS REQUIRED TO COMPLETE THE OCTOBER 1, 2026, AS PRESENTED IN REPORT COUNCIL-FIN-2026-32.

CARRIED – UNANIMOUS

By-law No. 2026-076 – Ontario Infrastructure and Lands Corporation (OILC) Debenture Rates By-law – Arthur Street Phase 2 and Lagoon Cell 1

Moved By: Councillor Koiner **Seconded By:** Mayor Beddows

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-076, BEING A BY-LAW TO AUTHORIZE LONG-TERM BORROWING PURSUANT TO THE ISSUE OF DEBENTURES TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") IN THE PRINCIPAL AMOUNT OF $4,300,000.00 TOWARDS THE COST OF THE CAPITAL WORK(S), AND TO AUTHORIZED DEBENTURES AND ALL RELATED DOCUMENTS REQUIRED TO COMPLETE THE OCTOBER 1, 2026, CLOSING, AS PRESENTED IN REPORT COUNCIL-FIN-2026-32.

CARRIED – UNANIMOUS

By-law No. 2026-077 – Ontario Infrastructure and Lands Corporation (OILC) Debenture Rates By-law – Lagoon Forcemain Twinning

Moved By: Councillor Koiner **Seconded By:** Mayor Beddows

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-077, BEING A BY-LAW TO AUTHORIZE LONG-TERM BORROWING PURSUANT TO THE ISSUE OF DEBENTURES TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") IN THE PRINCIPAL AMOUNT OF $6,500,000.00 TOWARDS THE COST OF THE CAPITAL WORK(S) (WHICH AMOUNT $5,744,435.23 MAY BE RAISED BY THE ISSUE OF REFINANCING DEBENTURE(S) ON OR BEFORE THE MATURITY DATE), AND TO AUTHORIZED DEBENTURES AND ALL RELATED DOCUMENTS REQUIRED TO COMPLETE THE OCTOBER 1, 2026, CLOSING, AS PRESENTED IN REPORT COUNCIL-FIN-2026-32.

CARRIED – UNANIMOUS

11. Staff Reports

Council-CAO-2026-06 – Joint Compliance Audit Committee (JCAC) Appointments and Terms of Reference

By-law No. 2026-079 - Joint Compliance Audit Committee (JCAC) Appointments and Terms of Reference

Moved By: Councillor Koiner **Seconded By:** Deputy Mayor Leakey

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-079, BEING A BY-LAW TO:

1. ADOPT THE UNITED COUNTIES OF LEEDS AND GRENVILLE JOINT COMPLIANCE AUDIT COMMITTEE TERMS OF REFERENCE;

2. APPOINT THE FOLLOWING MEMBERS TO THE JOINT LEEDS AND GRENVILLE ELECTION COMPLIANCE AUDIT COMMITTEE FOR THE 2026 TO 2030 TERM:
   - ANDY BROWN;
   - JOHN DICKSON,
   - ALICIA SAWAS, AND;
   - NIGEL WHITE, AND;

3. DESIGNATE THE UNITED COUNTIES OF LEEDS AND GRENVILLE COUNTY CLERK, OR DESIGNATE, TO ACT AS THE SECRETARY TO THE COMMITTEE,

AS PRESENTED IN COUNCIL REPORT 2026-CSC-06.

CARRIED – UNANIMOUS

Council-CSC-2026-07 – 2026 Municipal Election Nomination Process – Postponed to September 16, 2026	
Council-FIN-2026-33 – 2026 Draft Business Improvement Area (BIA) Budget	
	By-law No. 2026-080 – 2026 Draft Business Improvement Area (BIA) Budget **Moved By:** Deputy Mayor Leakey **Seconded By:** Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-080, BEING A BY-LAW TO ADOPT THE BUSINESS IMPROVEMENT AREA (BIA) 2026 OPERATING AND CAPITAL BUDGETS, AS PRESENTED IN REPORT COUNCIL-FIN-2026-032. **CARRIED – UNANIMOUS**
Council-FIN-2026-34 – Municipal Finance Officer's Association (MFOA) – Request Support for Permanent Ontario Community Infrastructure Fund (OCIF) Funding – Postponed to September 16, 2026	
10.	**Motions** (Council Direction to Staff)
	1. Rideshare in the Town of Gananoque – Councillor Kirkby
	Motion #26-167 – Rideshare in the Town of Gananoque – Direction to Staff **Moved By:** Councillor Kirkby **Seconded By:** Mayor Beddows BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO INVESTIGATE THE FEASIBILITY TO ALLOW RIDESHARES (UBER, LYFT, ETC.) IN THE TOWN OF GANANOQUE AND BRING BACK A REPORT FOR COUNCIL'S CONSIDERATION. **CARRIED – UNANIMOUS**
	Motion #26-168 – Extension of Curfew **Moved by:** Mayor Beddows **Seconded by**: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE FURTHER EXTENDS ITS CURFEW TO 9:35 PM. **CARRIED – *3 Ayes, 2 Nays***
12.	**Correspondence**
	1. United Counties of Leeds and Grenville (UCLG) – Presentation Document – Homelessness Planning Progress Update – Deputy Mayor Leakey
	2. Minister of Municipal Affairs and Housing – Proposed Regulations under the *Municipal Accountability Act, 2026* – Open for Public Comment
13.	**Notice Required Under the Notice By-law** – None
14.	**Committee Updates (Council Reps) – Postponed to October 7, 2026**
15.	**Discussion of Additional Items** – None
16.	**Questions from the Media** – None
17.	**Confirmation By-law**
	By-law No. 2026-081 – Confirming By-law – September 16, 2026 **Moved By:** Mayor Beddows **Seconded By:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2026-081, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON WEDNESDAY, SEPTEMBER 16TH, 2026, BE READ THREE TIMES AND FINALLY PASSED THIS 16TH DAY OF SEPTEMBER 2026. **CARRIED – UNANIMOUS**
18.	**Next Meeting(s):** 1. Regular Meeting – Wednesday, October 7, 2026 @ 5:00 PM 2. Special Meeting – Wednesday, October 14, 2026 – Strategic Plan Milestones (Virtual Only)

19.	**Adjournment**
	Moved By: Mayor Beddows Be it resolved that the Council of the Town of Gananoque hereby adjourns the Wednesday, September 16th, 2026, regular meeting of Council at 9:32 PM. **CARRIED – UNANIMOUS**

_____ John S. Beddows, Mayor	_____ Penny Kelly, Clerk / CEMC

Development Proposal
Elmwood Drive, Gananoque

Council Committee Meeting

September 15, 2026

MHBC | PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE

AGENDA

- Overview of application process
- Description of Proposal
- Overview of approach to parks, trails and open space
- Description of the Conditions of Approval
- Description of the Development Permit By-law Regulations
- Questions

TIMELINE

December 2024	Pre-consultation with Town and CRCA
September 2025	**Applications are submitted**
January 2026	Applications are posted on the Town website
February 2026	Notice sign installed on the property. Applications circulated to Town departments, peer reviewers and commenting agencies, including CRCA
May 2026	Resubmission of a revised Draft Plan to address staff and agency comments
July 2026	Notice issued/mailed once the Planning Advisory Committee and Council meeting dates were scheduled
July 28, 2026	Planning Advisory Committee meeting
August 12, 2026	Public meeting at Council
September 8, 2026	Planning Advisory Committee meeting
September 16, 2026	**Council Meeting**

PUBLIC CONSULTATION

PAC – July 28

- Initial information meeting and public comments received
- Information report to PAC
- PAC recommended that Council defer applications

Council Meeting – August 12

- Public Meeting
- Information report to Council
- Applications deferred to PAC to allow time to address outstanding comments

PAC – September 8

- Present revised plan that addresses remaining comments
- Committee recommended approval of the Development Permit Application and Draft Plan of Subdivision Application, subject to conditions

Council Meeting – September 16

- Council to consider PAC and staff recommendations

REPORTS AND PLANS SUBMITTED

- Planning Justification Report, MHBC Planning
- Draft Plan of Subdivision
- Concept Plans for Multiple Residential Blocks
- Concept Plan for Wetland Enhancements
- Water Supply Report, Forefront Engineering Inc.
- Sanitary Servicing Report, Forefront Engineering Inc.
- Stormwater Management Report, Forefront Engineering Inc.
- Floodplain Elevation and Setbacks Memorandum, Forefront Engineering Inc.
- Emergency Access Review Memorandum, Forefront Engineering Inc.
- Transportation Impact Study and Addendum, GHD
- Geotechnical Investigation and Addendum , Malroz Engineering Inc.
- Environmental Impact Assessment and Addendum, WPS
- Stage 1 and 2 Archaeological Assessment (entire property), Abacus Archaeological Services
- Stage 3 Archaeological Assessment (Connor Site), Abacus Archaeological Services
- Stage 3 Archaeological Assessment (Jasper Site), Abacus Archaeological Services

STAFF AND AGENCY REVIEW

Since Council, the following additional review has occurred:

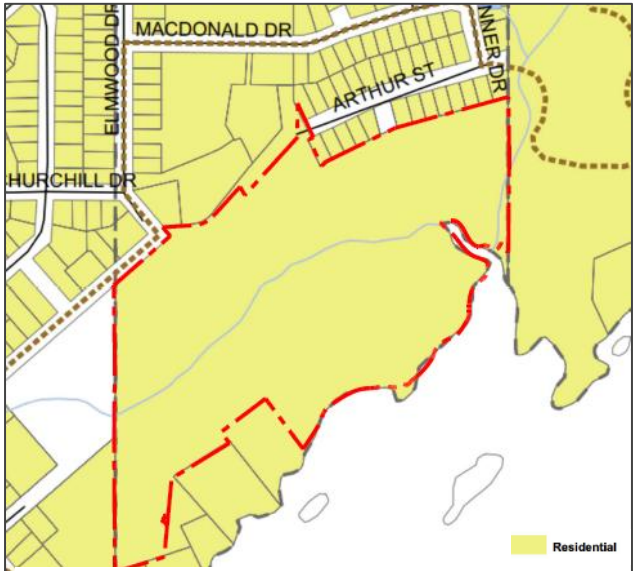
- Peer Review comments on TIS received:
  - Comments recommend an updated TIS
  - Updated TIS and implementation of mitigation measures required in Draft Plan Conditions.
- Additional information provided to Town and CRCA to address outstanding comments
- Meetings with Town and CRCA occurred
- CRCA issued comments on proposal and provided recommended Draft Plan Conditions
- Worked with Town to prepare draft Development Permit By-law
- Received Draft Plan Conditions from Town
- Provided additional information to Town regarding approach to parks and trails

POLICY FRAMEWORK

Town Official Plan:

'Residential'

- Permits full range of dwelling types (low density to high density)
- Density required is 12 units/ha

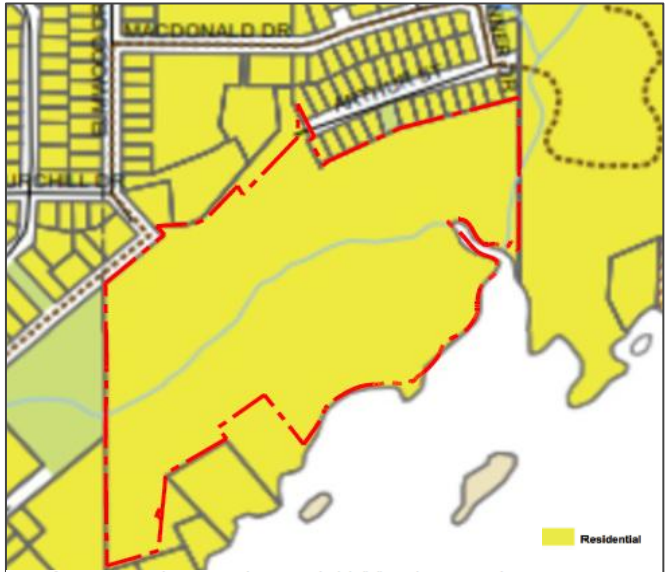


Town of Gananoque Official Plan Schedule "B" Residential Policy Area, 2009

Development Permit By-law:

'Residential'

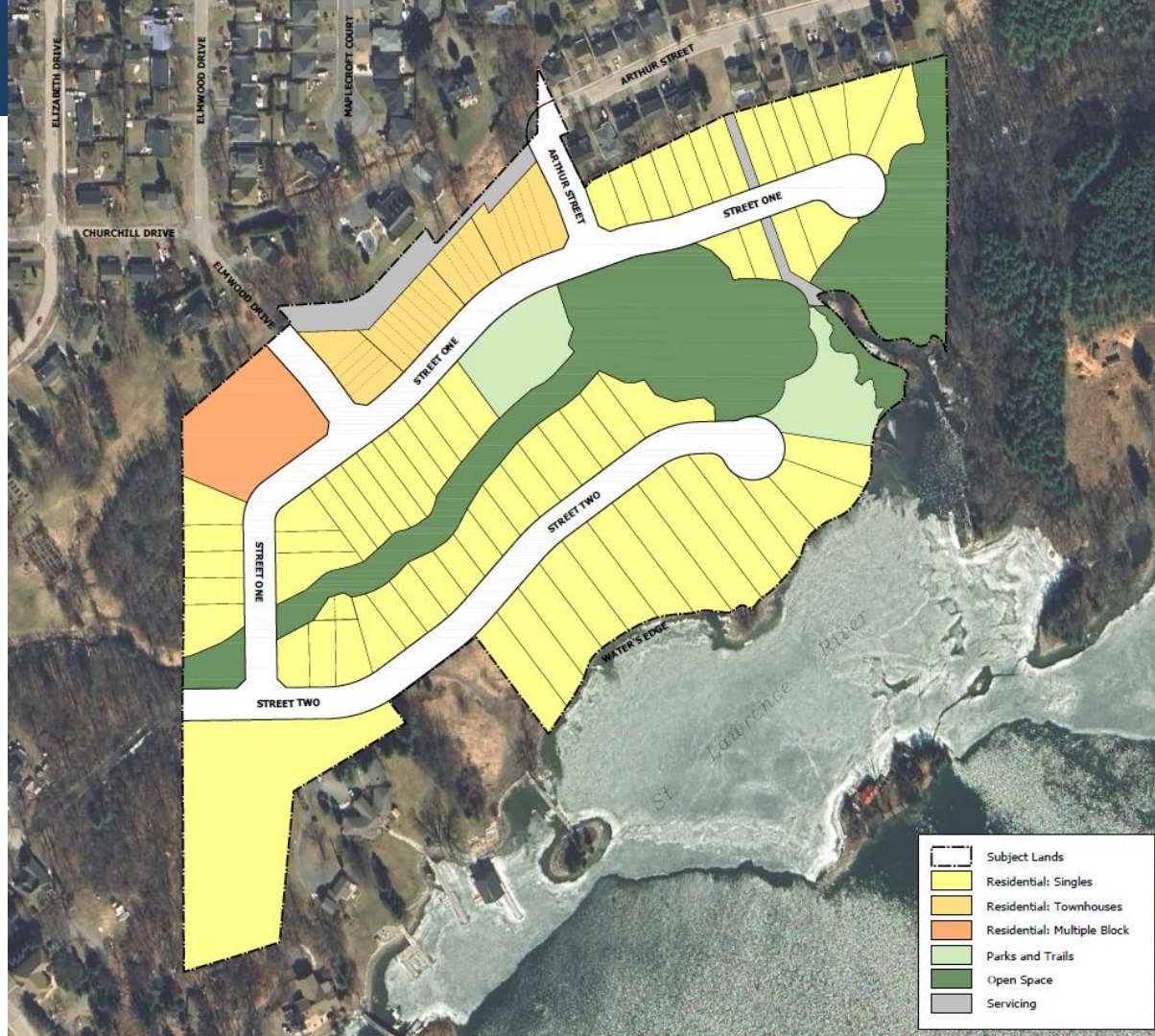
- Permits varied density of residential uses (low to high density)
- Permits single detached, semi-detached, duplex, townhouse and apartments



Town of Gananoque Development Permit By Law Schedule "A" Development Permit Areas, 2011

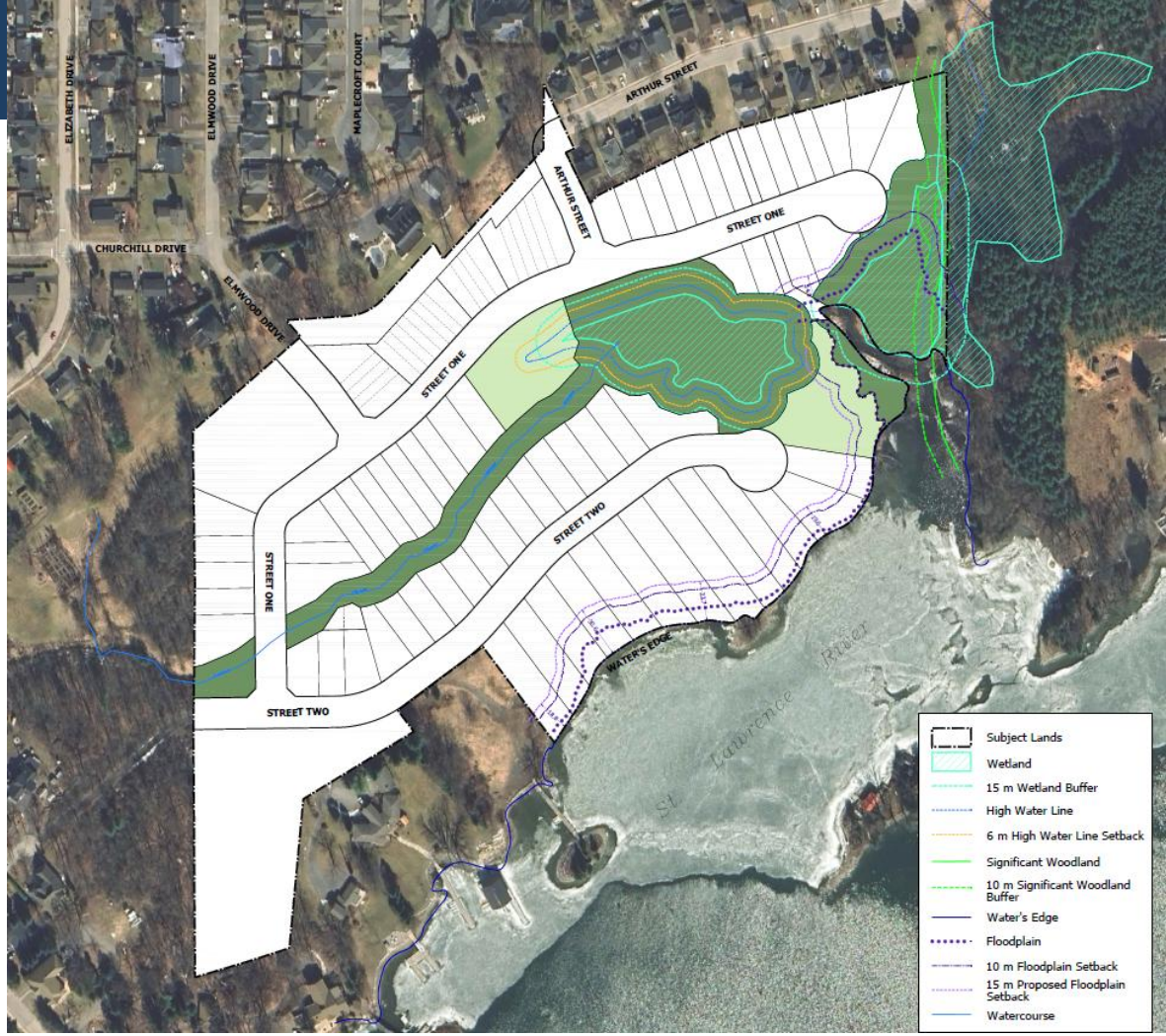
PROPOSAL

- Site is 11.59 hectares (28 ac)
- **102 units proposed**
  - 65 single-detached units
  - 23 street townhouse units
  - 12-14 cluster townhouse units
- **Proposed density is 12 units per hectare**
- Connections from Elmwood Drive, John Street and Arthur Street with multi-use trail
- **Conforms to and implements the Official Plan**

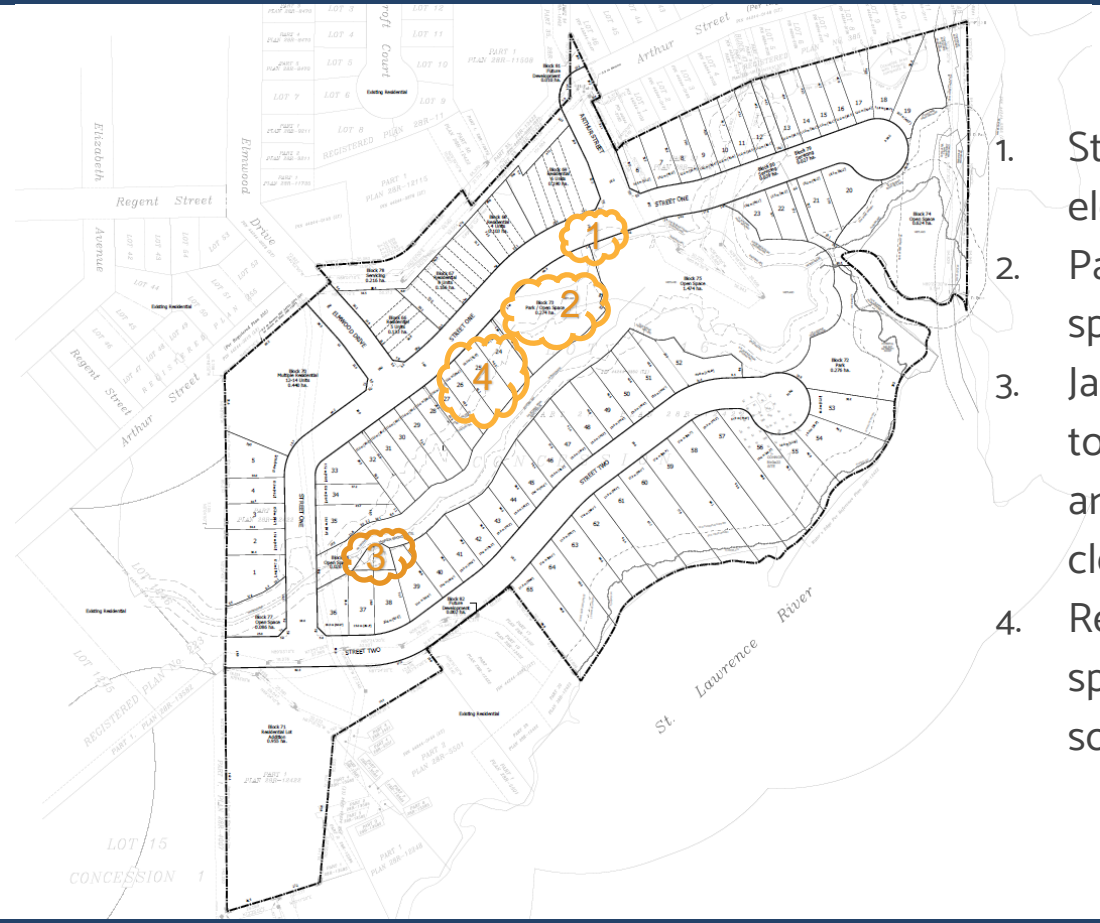


PROPOSAL

- 2.73 ha (6.75 ac) of open space and parks, including:
  - 0.276 ha (0.68 ac) park
  - 2.46 ha (6.08) open space (watercourse, wetlands, floodplain)
- Watercourse, wetlands and adjacent woodlands protected
- Development to occur outside of floodplain and required setback



REVISIONS TO DRAFT PLAN



1. Street One shifted to be outside the flood elevation
2. Park block re-labelled as park block/open space due to floodplain
3. Jasper Site (archaeological) will be conveyed to lots 37 & 38 upon completion of a Stage 4 archaeological assessment and Ministry clearance.
4. Reduction of 1 lot adjacent to park/open space block to allow for larger frontages for some lots adjacent to central watercourse

DRAFT PLAN CONDITIONS

- Draft Plan Conditions relate to:
  - Construction Management
  - Environmental mitigation measures and monitoring (e.g. homeowner's manual, invasive species management, habitat features, landscaping/planting requirements)
  - Tree inventory and tree protection plan
  - Tree planting
  - Completion of final studies: Stage 4 Archaeological Assessment, TIS, engineering reports
  - Detailed engineering plans (grading, servicing, erosion and sediment control, street lighting
  - Road design, including multi-use trail
  - Acquisition of additional land to complete Arthur Street connection
  - Coordination with utility providers
  - Parkland dedication
  - Completion of Stage 4 Archaeological Assessment
  - Recreational pathway along the St. Lawrence River (Lots 53-65) (Added by PAC)
- All conditions to be completed to the satisfaction of the Town and/or CRCA

PUBLIC TRAILS AND PARK APPROACH

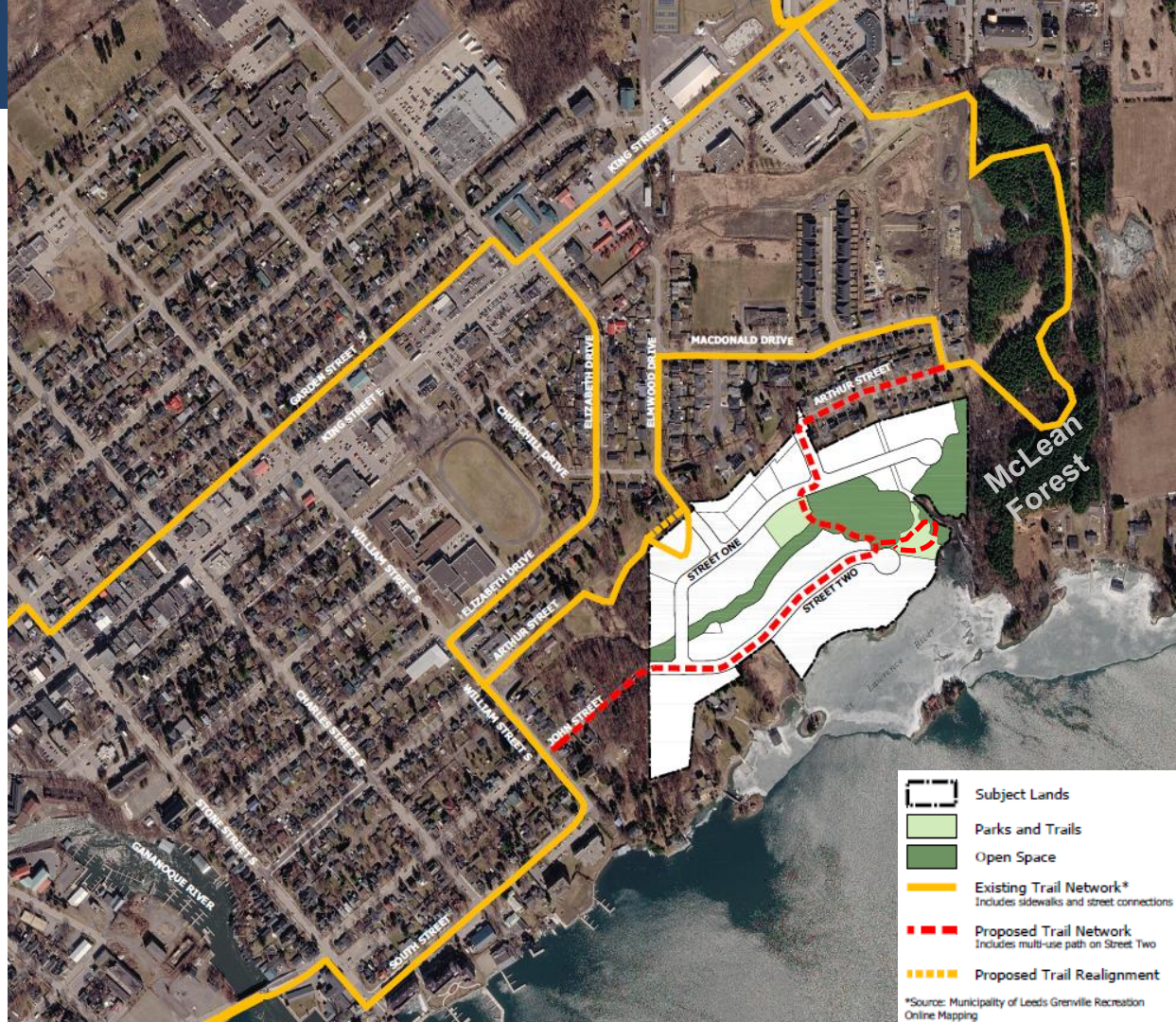
- Public access to the waterfront will be provided new public access
- Park will contribute to range of amenity space in community
- Subdivision will include a connection to the Town's existing trail system
- Trail extends through the Parks and Open Space Blocks connecting to a multi-use path along Street Two and to McLean Forest via Arthur Street
- Total Open Space is 2.734 ha
  - Park is 0.276 hectares
  - Open space is 2.458

PUBLIC PARK

- 0.276 hectare (0.68 acre) public park with frontage along St. Lawrence River
- Park adjacent to open space blocks to allow for enjoyment of natural heritage features
- Contributes to a cohesive open space approach
- Park is sufficiently sized to include design elements including seating, play area and trail extension
- Park to meet recreational needs of community

PUBLIC TRAILS

- 160 metre public trail through open space blocks
- Trail to extend to public park
- Trail to provide connectivity to McLean Forest via Arthur Street Connection
- Trail connection proposed along Street Two and connecting John Street to William Street



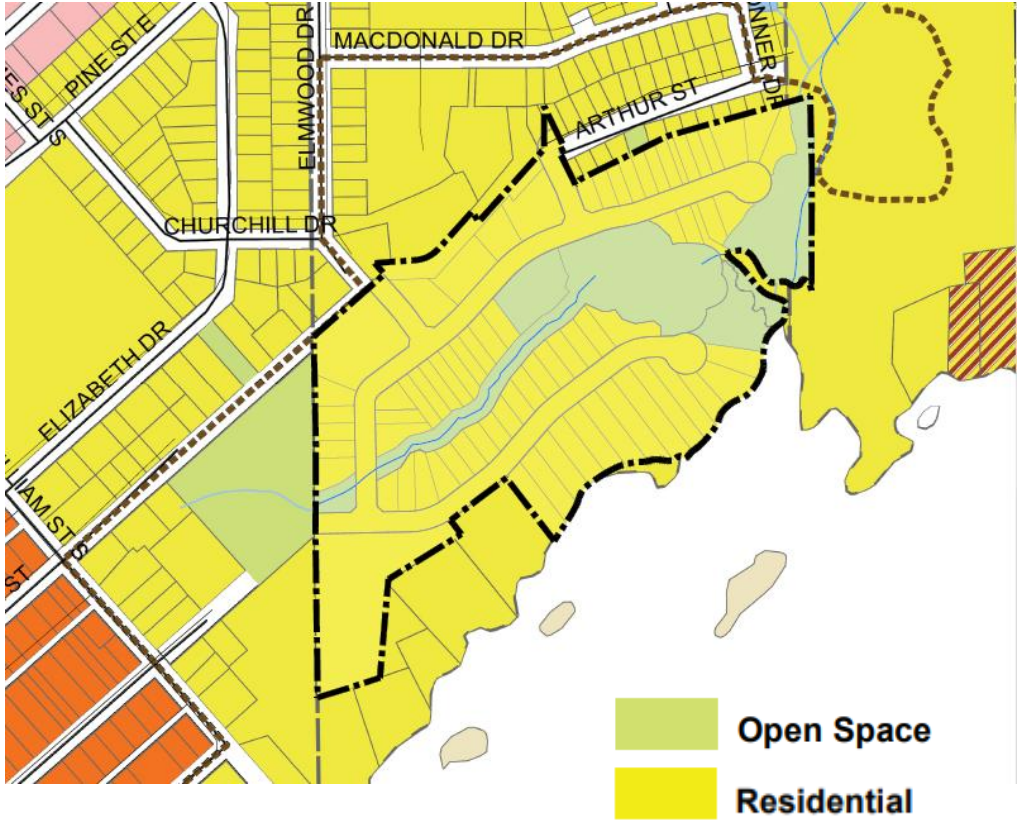
WATERFRONT TRAIL

- Not required by Official Plan
- Location would be within rear yards of 13 private properties
- Floodplain setback concerns
- Ownership, safety, security, maintenance, liability concerns
- No connectivity to other trails
- Engineering concerns related to drainage, grading, stormwater management

DEVELOPMENT PERMIT BY-LAW

Schedule ‘A’

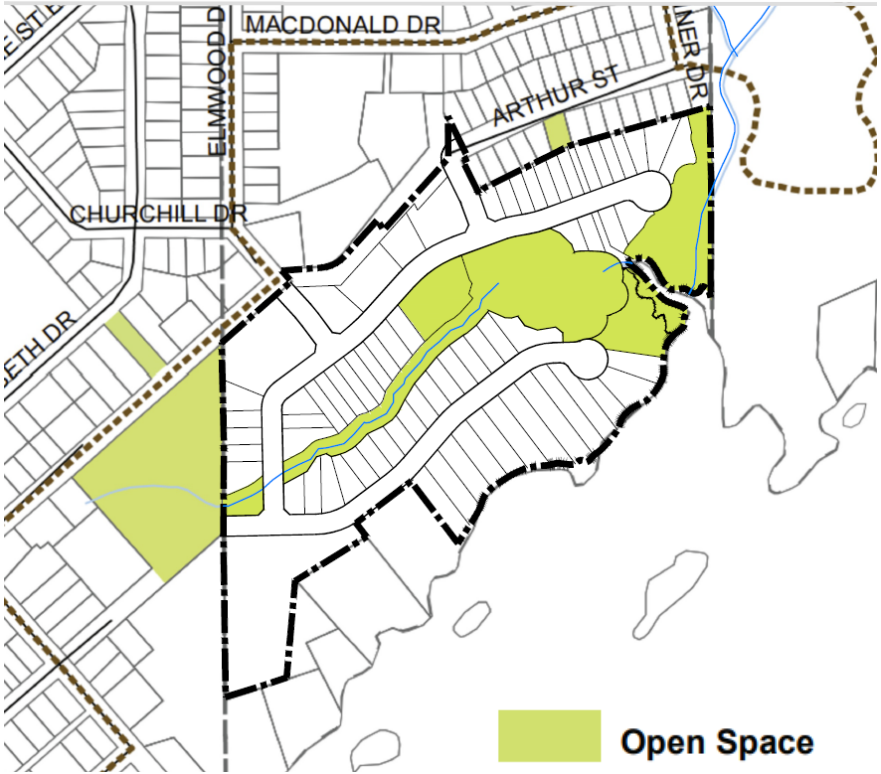
- Residential lands to remain designated ‘Residential’
- Natural features and parks to be designated ‘Open Space’



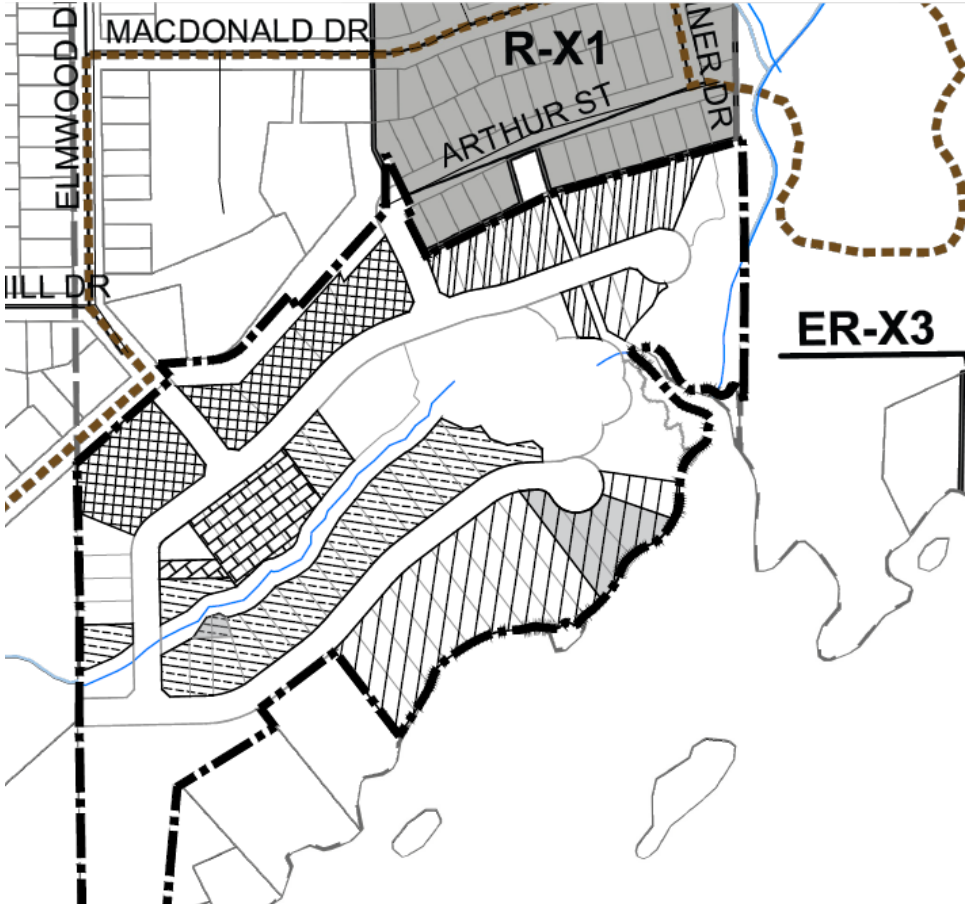
DEVELOPMENT PERMIT BY-LAW

Schedule 'B'

- Designates parks and natural features as Open Space on corresponding schedule in Development Permit By-law



DEVELOPMENT PERMIT BY-LAW



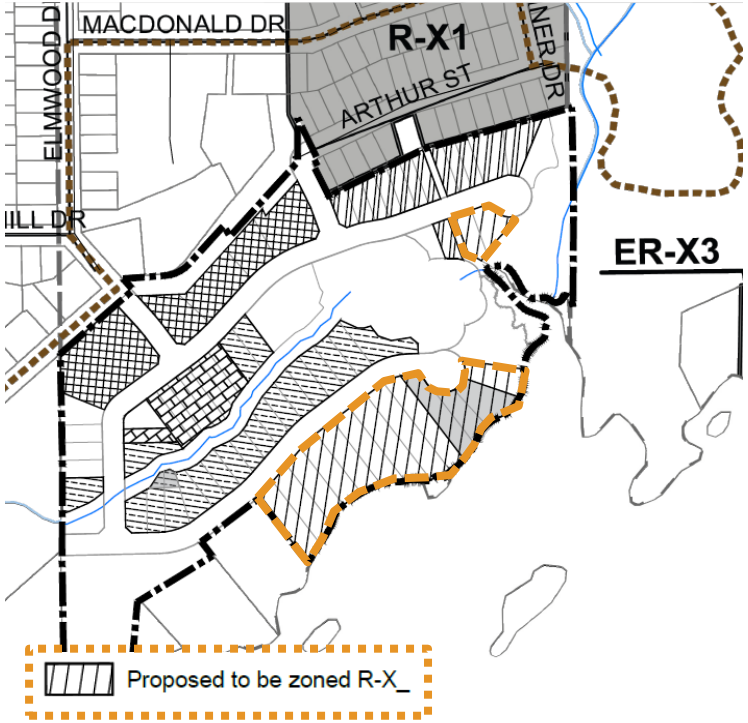
Schedule 'C'

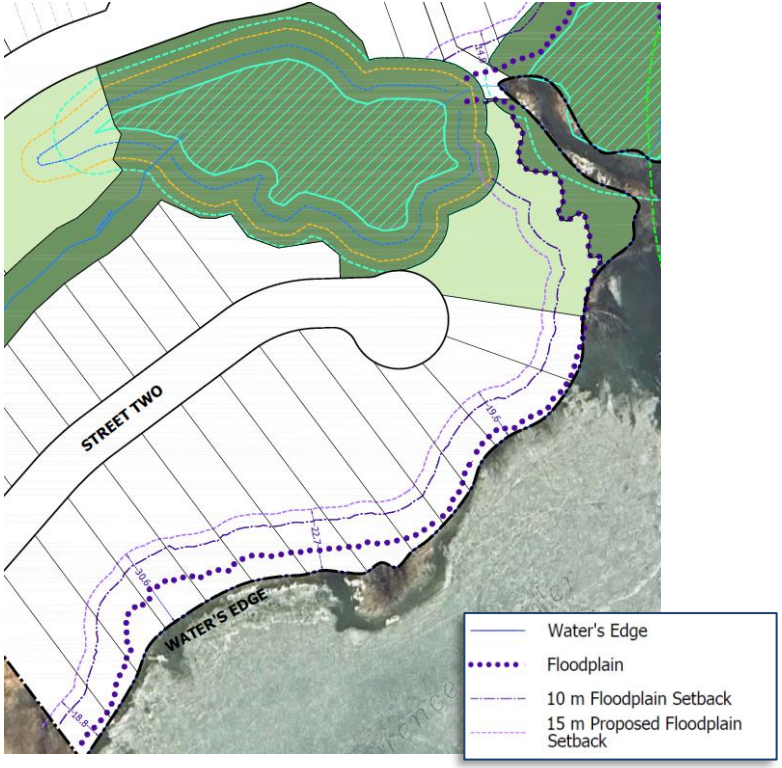
Six (6) special provisions related to:

1. Floodplain setback
2. Watercourse setback
3. Reduced lot frontage for singles
4. Reduced lot area for singles
5. Reduced lot area for townhouse
6. Archaeological significance

DEVELOPMENT PERMIT BY-LAW

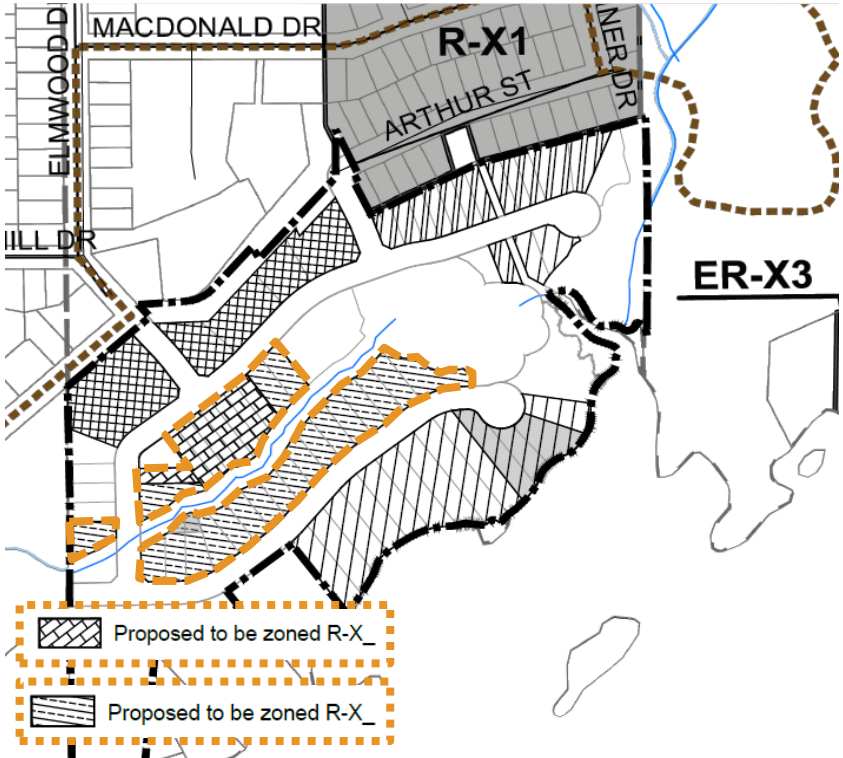
- Applies to all lots adjacent to the St. Lawrence
- Requires a 15 m (49ft) setback from the floodplain

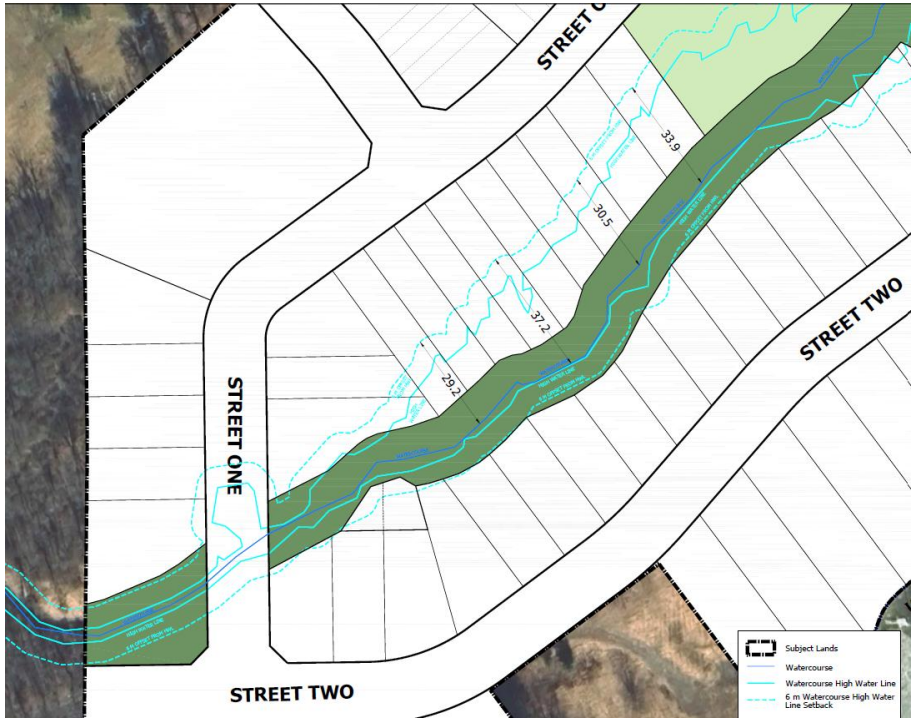




DEVELOPMENT PERMIT BY-LAW

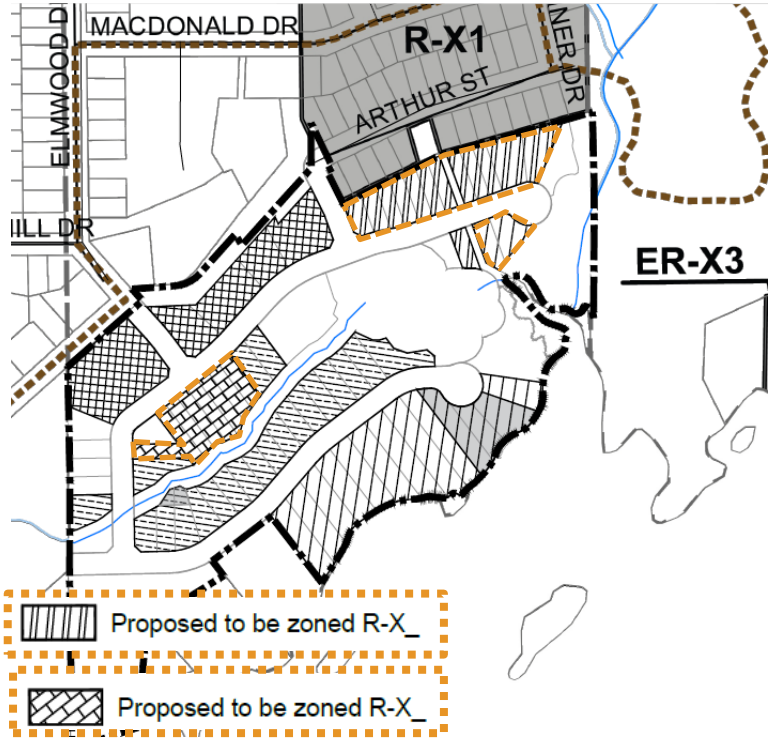
- Applies to all lots adjacent to the central watercourse
- Requires a 6 m (19.7ft) setback from the floodplain for buildings and structures, unless permission from CRCA is granted



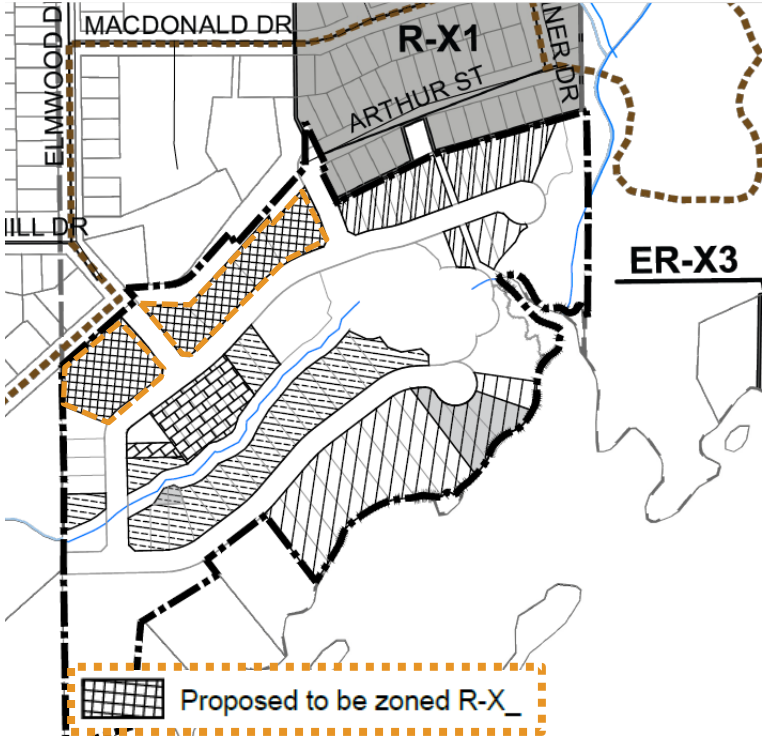


DEVELOPMENT PERMIT BY-LAW

- Minimum lot frontage for singles - 11 m (36ft)
- Minimum lot area for singles - 450m^2 (4,843ft^2)



- Minimum rear yard for townhouses - 6 m (19.7ft)
- Minimum lot area for townhouses- 165m^2 (1776ft^2)



DEVELOPMENT PERMIT BY-LAW

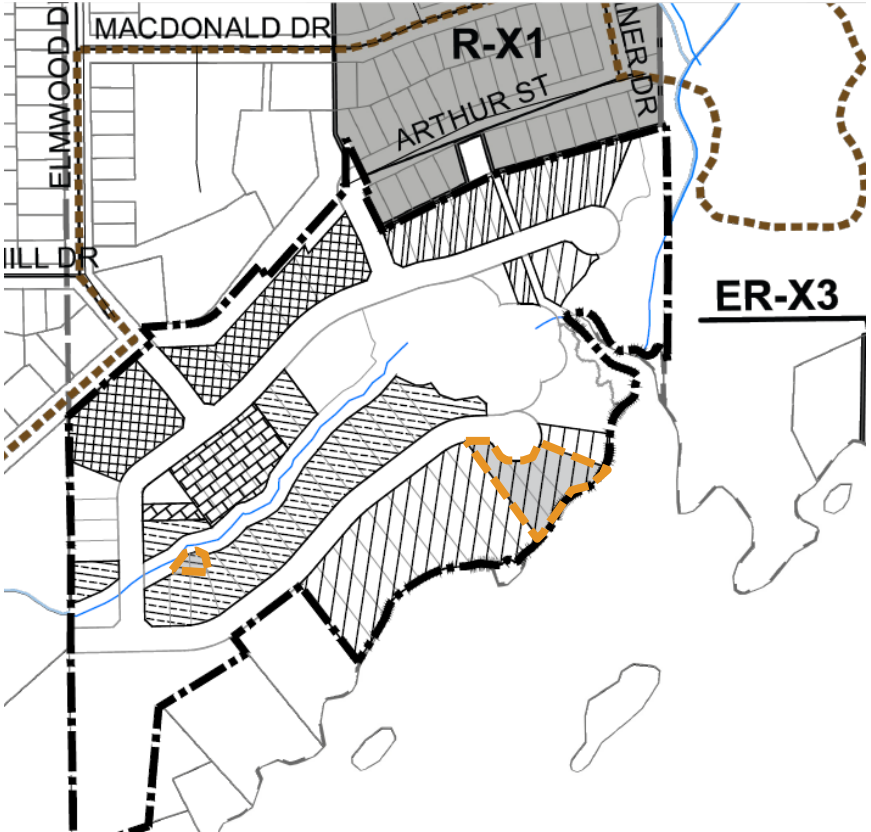
Single Detached Dwellings

- 4 lots less than minimum 464m² (4,995ft²) area required
- Lot area ranges from 453m² - 1,659m² (4,876 ft² – 17,587ft²)
- Lot frontages range from 11m – 43m (36ft – 141ft)

Townhouses

- 11 lots less than minimum 220m² (2,368ft²) required
- Lots areas range from 168m² - 525m² (1,808 ft² - 5,651ft²)
- Rear yard of 6m (19.7m) relates to lot area requirement; 9m(29.5ft) rear yard required otherwise

DEVELOPMENT PERMIT BY-LAW

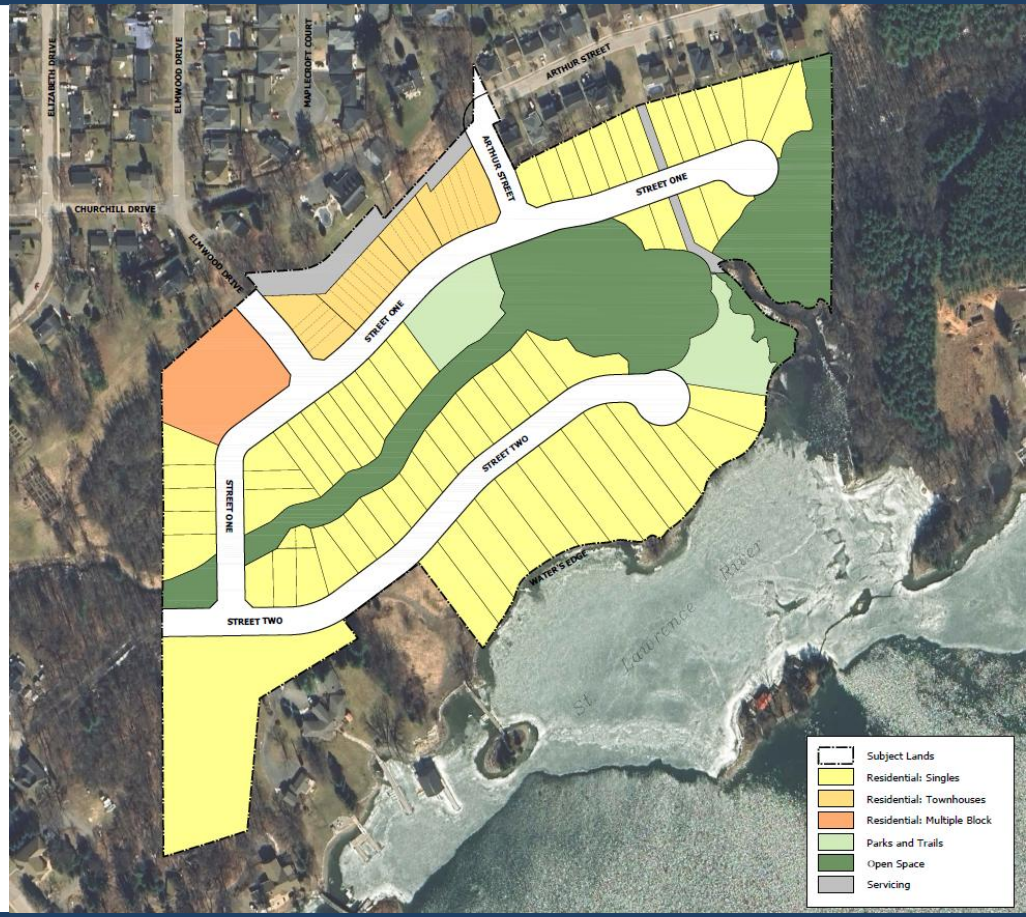


Proposed to be zoned R-X_

- Prohibits development or site alteration until such time as clearance has been obtained from the Ministry of Tourism, Culture and Sport with respect to the Stage 4 archaeological assessment.

CONCLUSION

- Applications are consistent with PPS and conform to Town Official Plan
- Applications allow for appropriate development of underutilized lands and facilitate up to 102 new homes
- Connectivity, amenity and access to waterfront proposed
- Natural heritage features protected
- Applications represent good planning
- Support PAC recommendations to approve the application with the condition requiring a recreational trail along the St. Lawrence removed



Elmwood Drive Subdivision

Draft Plan of Subdivision
Civil Engineering

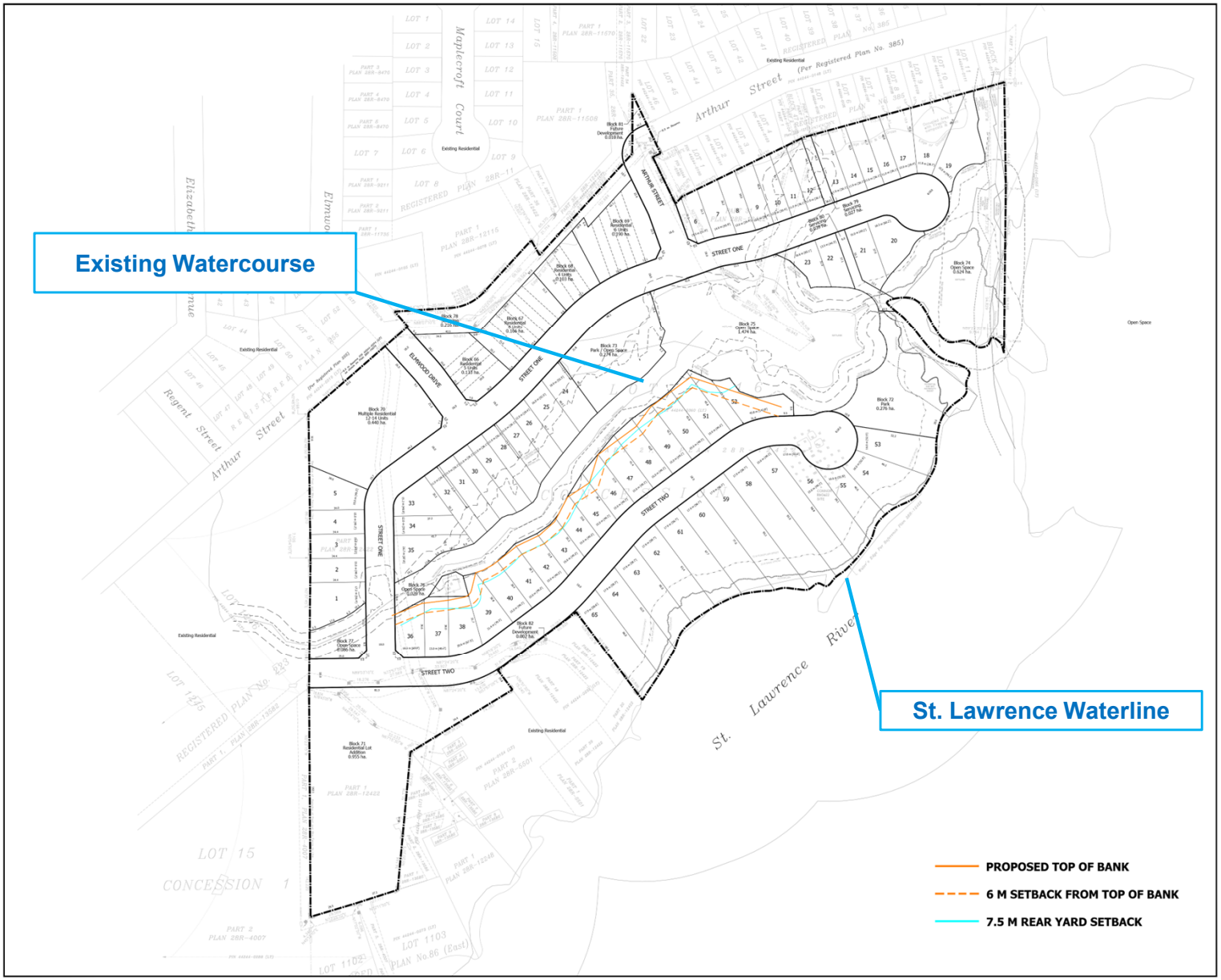
1000989284 Ontario Inc.

Presenter: Kyle Nielissen, P.Eng.

Forefront Engineering Inc

Proposed Draft Plan

Forefront Engineering Inc



DRAFT PLAN OF SUBDIVISION

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

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.

Date: SEPTEMBER 4, 2025

ROB PIERCE
1000989284 ONTARIO INC.

SURVEYOR'S CERTIFICATE

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

Date: SEPTEMBER 4, 2025

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

KEY PLAN

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

(a) As Shown
(b) As Shown
(c) As Shown
(d) Residential, Park, Open Space, Servicing
(e) As Shown
(f) As Shown
(g) As Shown
(h) Municipal Water Supply
(i) Unknown
(j) As Shown
(k) Services As Required
(l) As Shown

AREA SCHEDULE

DESCRIPTION	LOTS/BLOCKS	UNITS	AREA
Low Density Residential - Singles	1-65	65	4.585 ha
Low Density Residential - Townhouses	66-69	23	0.592 ha
Multiple Residential	70	12-14	0.440 ha
Residential Lot Addition	71		0.955 ha
Park	72		0.276 ha
Park / Open Space	73		0.274 ha
Open Space	74-77		2.184 ha
Servicing	78-80		0.282 ha
Future Development	81-82		0.012 ha
Roads			1.986 ha
Total	**82**	**100-102**	**11.586 ha**

NOTES

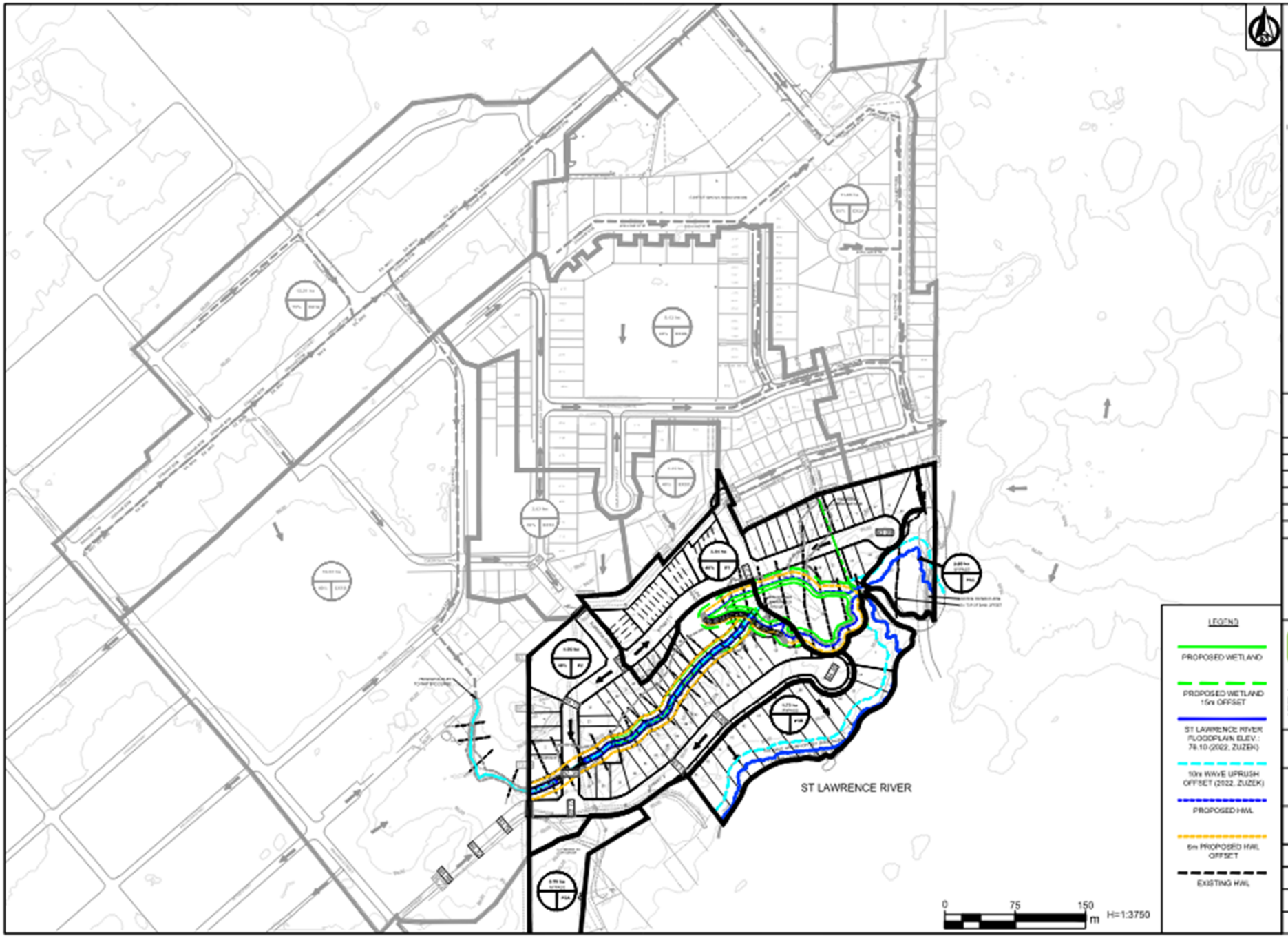
1. All dimensions are in metres unless otherwise shown.
2. Environmental features provided by WSP, 2025-05-23, & FFE, August 2025
3. Boundary information has been compiled from Plan 28R-15673 and Confirmed by field Survey by J.D. Barnes Ltd. May 13, 2025
4. Contains information licensed under the Open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

Revision No.	Date	Issued / Revision	By
1	August 18, 2026	Resubmission	JB

Stamp	
Date	August 27, 2026
File No.	91378K
Plan Scale	1:1000 (Arch D)
Drawn By	JB
Checked By	EE
Project	VL - Elmwood Drive, Gananoque R.W. Tomlinson Limited 100 CitiGate Drive, Ottawa ON
File Name	DRAFT PLAN OF SUBDIVISION
Dwg No.	1 of 1

Scale Bar 0 10 25 50 100m

MHBC PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE


ST LAWRENCE RIVER
0
75
150
m
H=1:3750
LEGEND
PROPOSED WETLAND
PROPOSED WETLAND 15m OFFSET
ST LAWRENCE RIVER FLOODPLAIN ELEV.: 76.10 (2022, ZUZEK)
10m WAVE UPRUSH OFFSET (2022, ZUZEK)
PROPOSED HWL
5m PROPOSED HWL OFFSET
EXISTING HWL
AREA (hectares)
XX ha
XX%
XX
PERCENT IMPERVIOUS
INLET
MAJOR FLOW PATH
MINOR FLOW PATH
EX. STORM SEWER
No.
Revision/Issue
Date
Forefront Engineering Inc
1000885284 ONTARIO INC.
VL - ELMWOOD DRIVE
POST DEVELOPMENT CATCHMENT AREAS
MAJOR EVENT
MAY 2025
1:3750
ANSI B (11x17)
FIG.3

Stormwater and Site Design

Forefront Engineering Inc

Quantity Control

Controls are proposed to manage runoff rates and volumes from new impervious areas before discharge to the receiving system.

Quality Treatment

Water quality treatment is provided to address sediment and pollutant removal before discharge toward downstream receiving waters.

Minor/Major Systems

Minor drainage is conveyed by sewers, swales and lot grading. Major events are directed through overland flow routes.

Grading / Finished Elevations

Development limits, grading, and finished floor elevations are established to remain outside flood constrained areas.

Maintenance / Conditions

Long-term inspection and maintenance requirements can be secured through approval conditions and agreements.

Geotechnical and Slope Stability

Subsurface soil and groundwater conditions inform grading, servicing and foundation design.

Applicable Guidelines

Erosion hazard limits follow the MNR Technical Guide for River and Stream Systems, together with Cataraqui Conservation guidelines.

Design considerations include design event selection, freeboard, overland flow routing, emergency conveyance and protection of natural storage areas.

Flood Hazard and Climate Change

10 m River Setback

A 10 m horizontal setback from buildings and structures to the floodplain elevation applies to lots along the river, covering wave uprush and overtopping.

6 m Watercourse Setback

A 6 m minimum horizontal setback applies from buildings and structures to the watercourse 100-year high-water level.

Erosion and Access Allowance

Required for confined watercourses under the MNR Technical Guide for River & Stream Systems and Cataraqui Conservation guidelines.

Climate Change Scenarios

CRCA scenario mapping under RCP4.5 and RCP8.5 was developed for planning purposes, following the MNR 2023 Technical Bulletin on Floodplain Mapping.

Water Quality and Erosion

The 25 mm event sizes the oil-grit separator and vegetated swale for quality treatment and erosion control.

Minor and Major Systems

The 2- and 5-year storms size the sewers; the 100-year storm governs overland flow routes and roadway conveyance.

Lake Level Flood Hazard

The regulatory 100-year lake level of 76.10 m governs floodplain limits along the shoreline.

Planning scenarios:
RCP4.5 mid-century 76.62 m,
RCP4.5 late-century 77.09 m,
RCP8.5 late-century 77.34 m — all below lot elevations of 77.6 m to 80.2 m.

Flood Hazard Mapping and 100-Year Floodplain Elevation

St. Lawrence River flood hazard limits were updated through Cataraqui Conservation Flood Hazard Mapping (Zuzek Inc., February 29, 2024); Table 4.25 identifies a 100-year floodplain elevation of 76.10 m at the subject site.

Rainfall Design Criteria and Resiliency

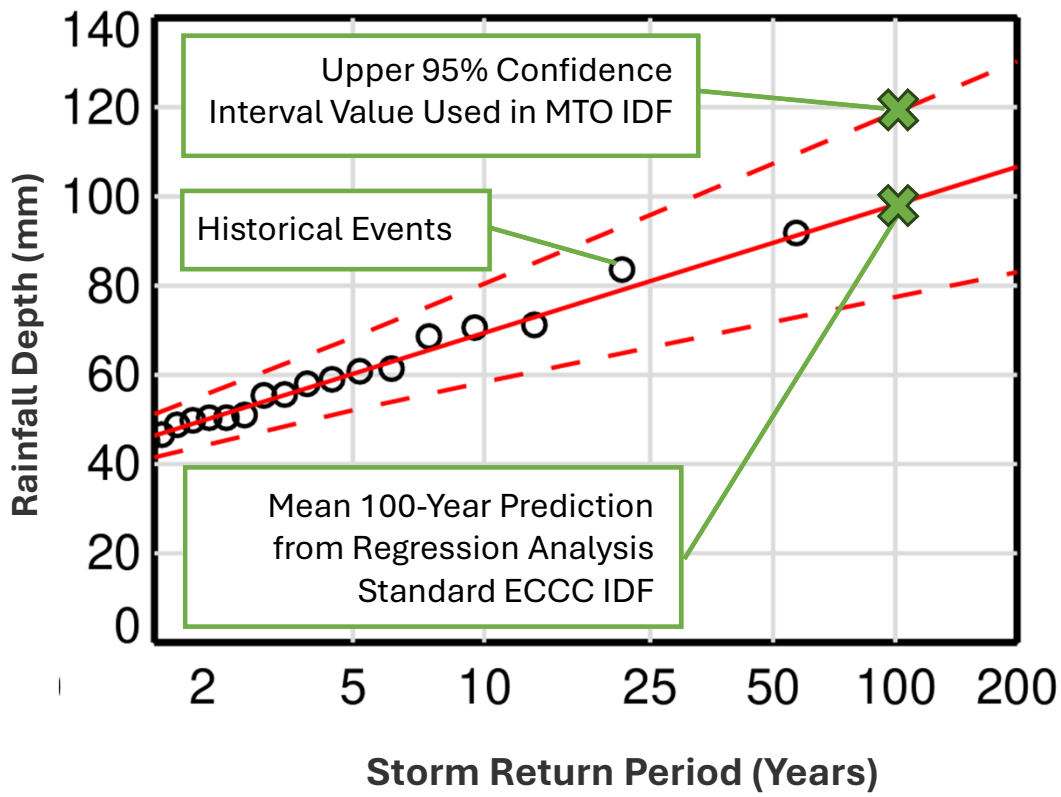
Climate Change Resiliency

The design uses the MTO 100-year design rainfall, which is more conservative than the local ECCC 100-year rainfall and is comparable to or greater than commonly applied climate change stress tests.

Rainfall Design Event

- Major system: 100-year, 24-hour, 120 mm (MTO IDF, Gananoque)
- Minor system: 2- and 5-year events size sewers
- 25 mm event sizes the swale and OGS for quality/erosion control
- MTO 100-year is ~20% above ECCC 100-year, ~10% above ECCC 200-year

Environment Canada IDF Compared to MTO IDF



Municipal stress tests: Ottawa applies a 100-year +20% rainfall check against basement elevations; Loyalist Township requires major overland flow routes to convey ~100-year +20%. Both are applied to the historical ECCC IDF curve — the adopted MTO 100-year event already exceeds ECCC 100-year +20%, so no separate climate factor is needed.

Summary

1. The existing watercourse and wetland corridor will be retained within a dedicated open space block, with the final channel treatment to be confirmed through detailed design.

2. Long-term maintenance of the channel and wetland area is expected to be limited primarily to routine inspection, vegetation management, debris removal and localized corrective works, together with periodic maintenance of the proposed wildlife habitat structures as required.

3. The stormwater management design accounts for increased imperviousness, and applies appropriate design criteria for water quality, water balance, erosion and sediment control, minor and major drainage systems, and flood hazard assessment.

4. The proposed development has been located outside the identified flood constrained areas, with grading above the applicable regulatory flood hazard elevations even when considering climate change scenario elevations reviewed for the site.

5. Climate change has been considered through review of available rainfall data and shoreline climate scenarios, and the design criteria and modelling completed to date indicate that the subdivision can be accommodated without unacceptable stormwater, flooding or natural hazard impacts.

Questions & Comments

Thank you. Questions and comments are welcome.

Forefront Engineering Inc

Thank you

MHBC