

Held on Wednesday, September 2, 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 Leahey	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

	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 October 7, 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 October 7, 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 <i>Municipal Accountability Act, 2026</i> – 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 16 th , 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



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:

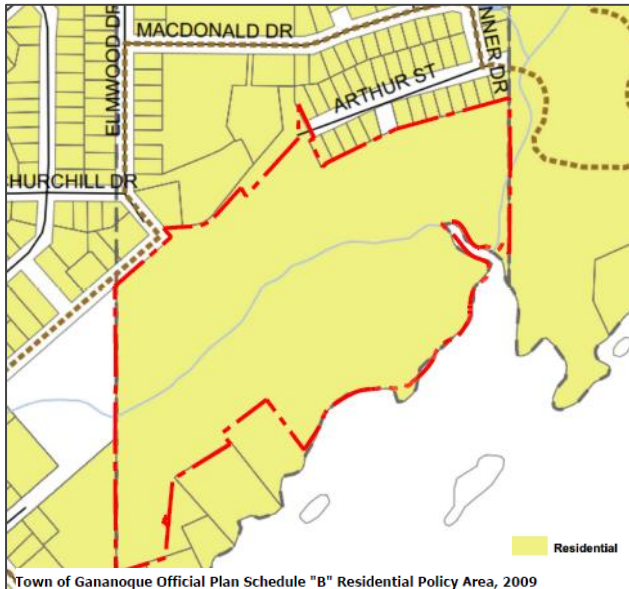
- Peer Review comments on TIS received:
 - Comments recommend an updated TIS
 - Updated TIS and implementation of mitigation measures required in Draft Plan Conditions.
- Additional information provided to Town and CRCA to address outstanding comments
- Meetings with Town and CRCA occurred
- CRCA issued 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'

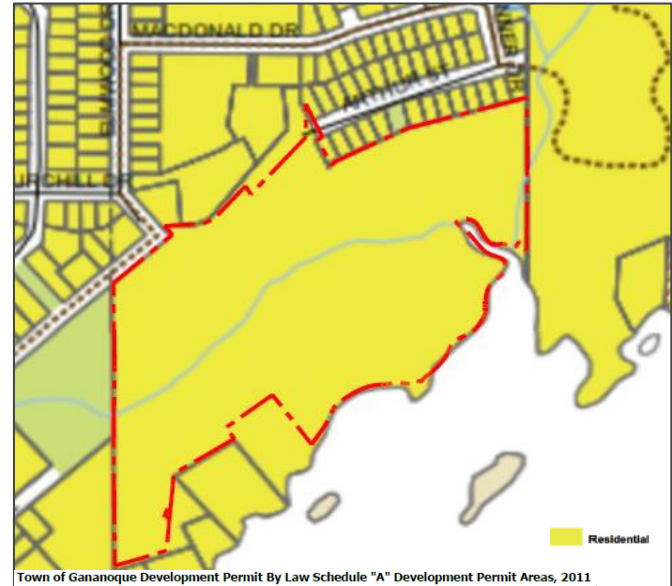
- Permits full range of dwelling types (low density to high density)
- Density required is 12 units/ha



Development Permit By-law:

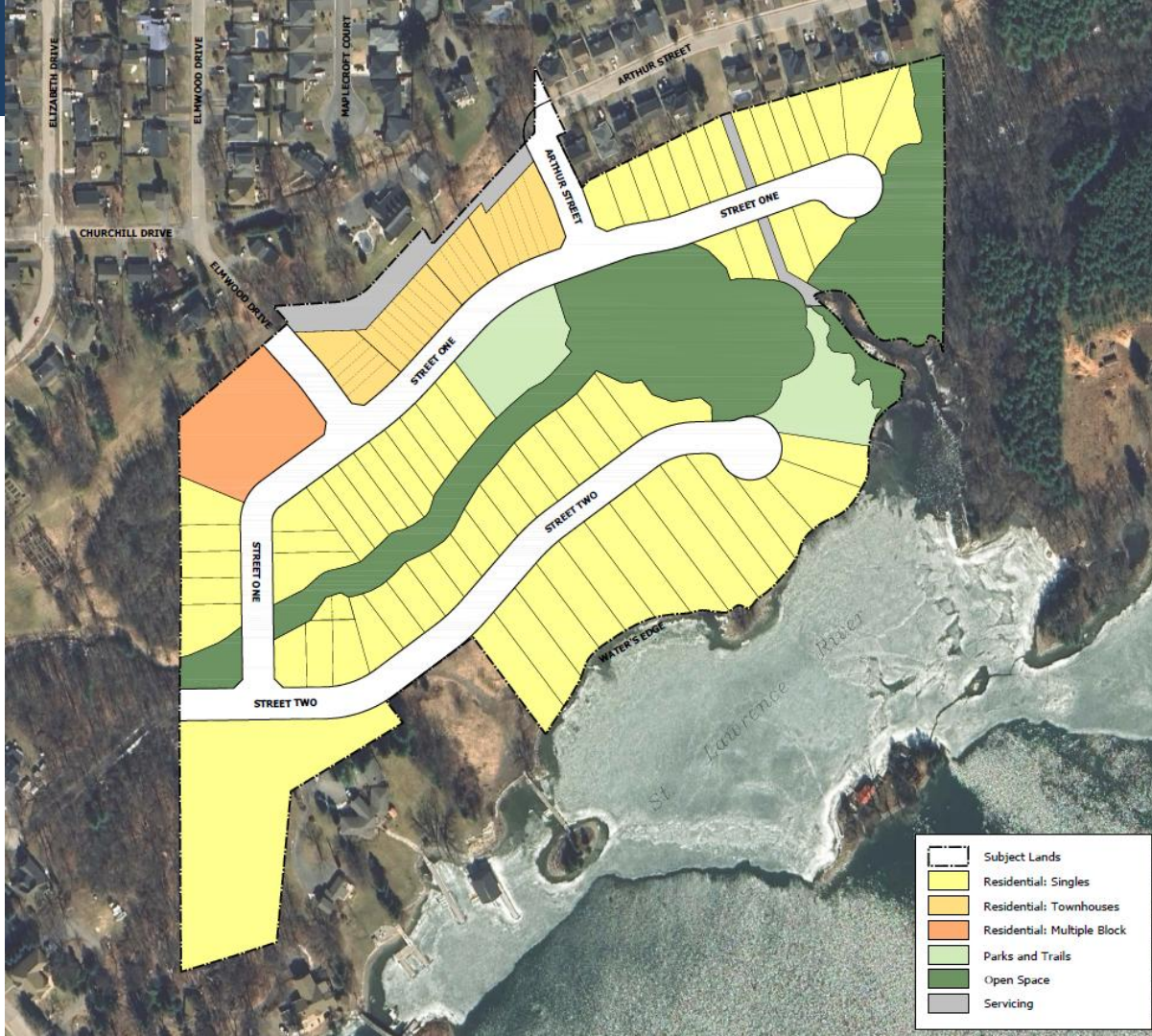
'Residential'

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



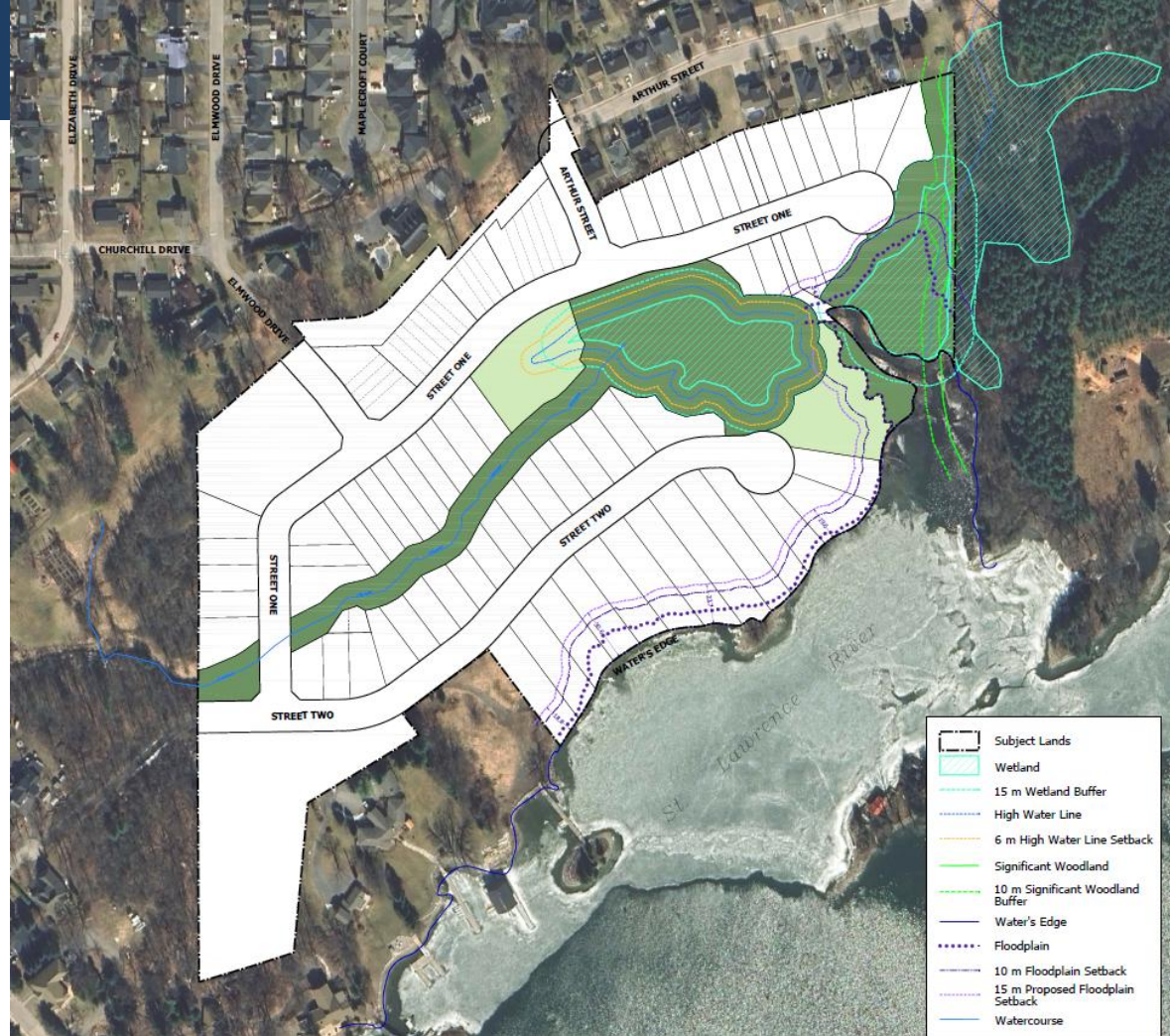
PROPOSAL

- 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**

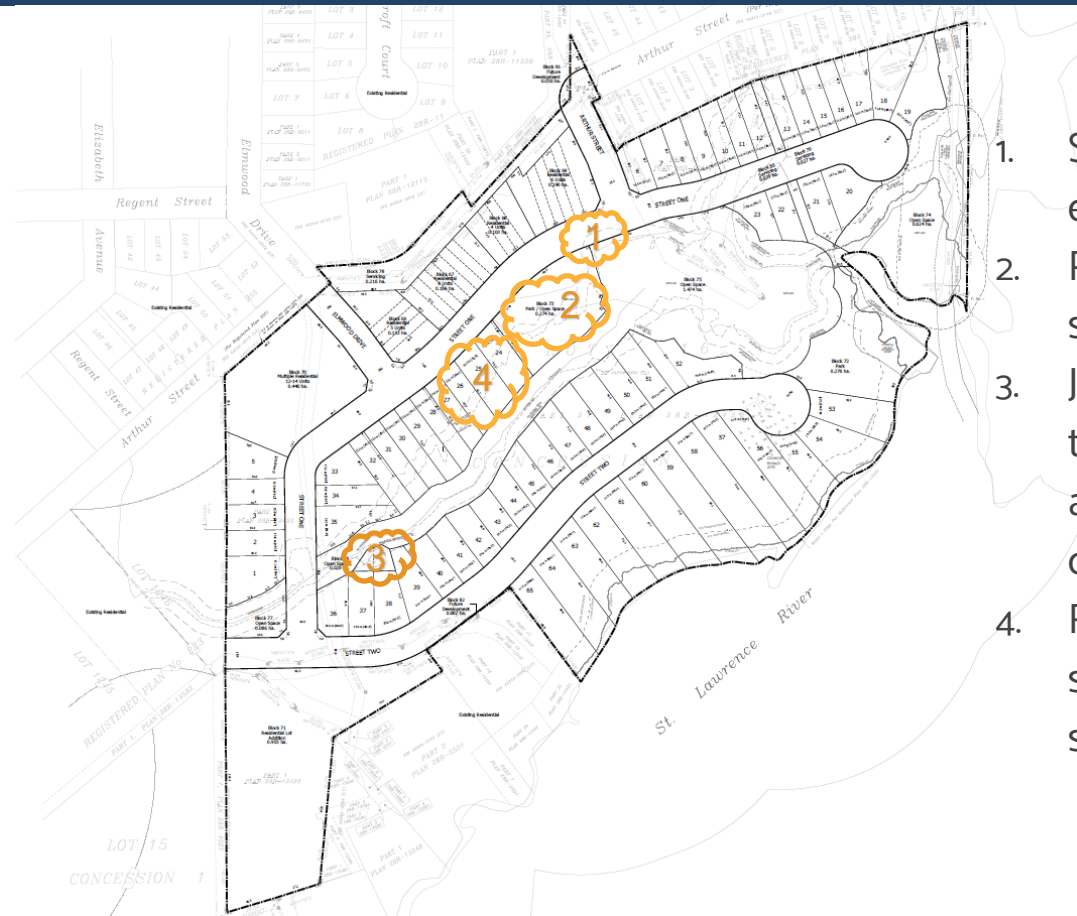


PROPOSAL

- 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

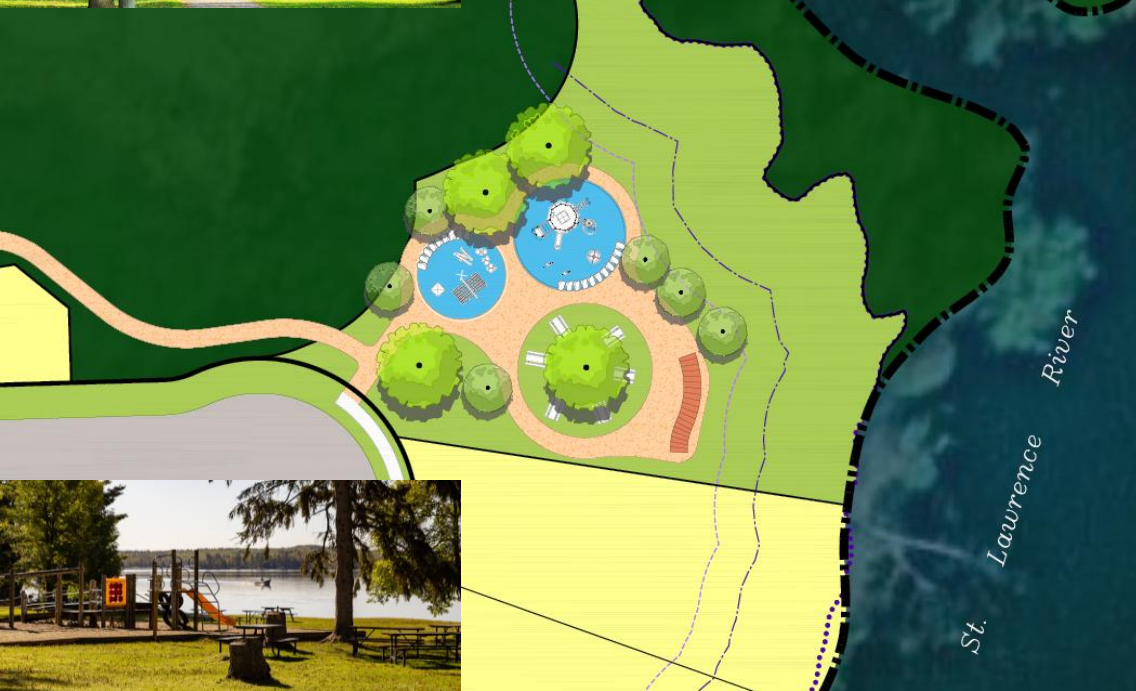
- Draft Plan Conditions relate to:
 - Construction Management
 - Environmental mitigation measures and monitoring (e.g. homeowner's manual, invasive species management, habitat features, landscaping/planting requirements)
 - Tree inventory and tree protection plan
 - Tree planting
 - Completion of final 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

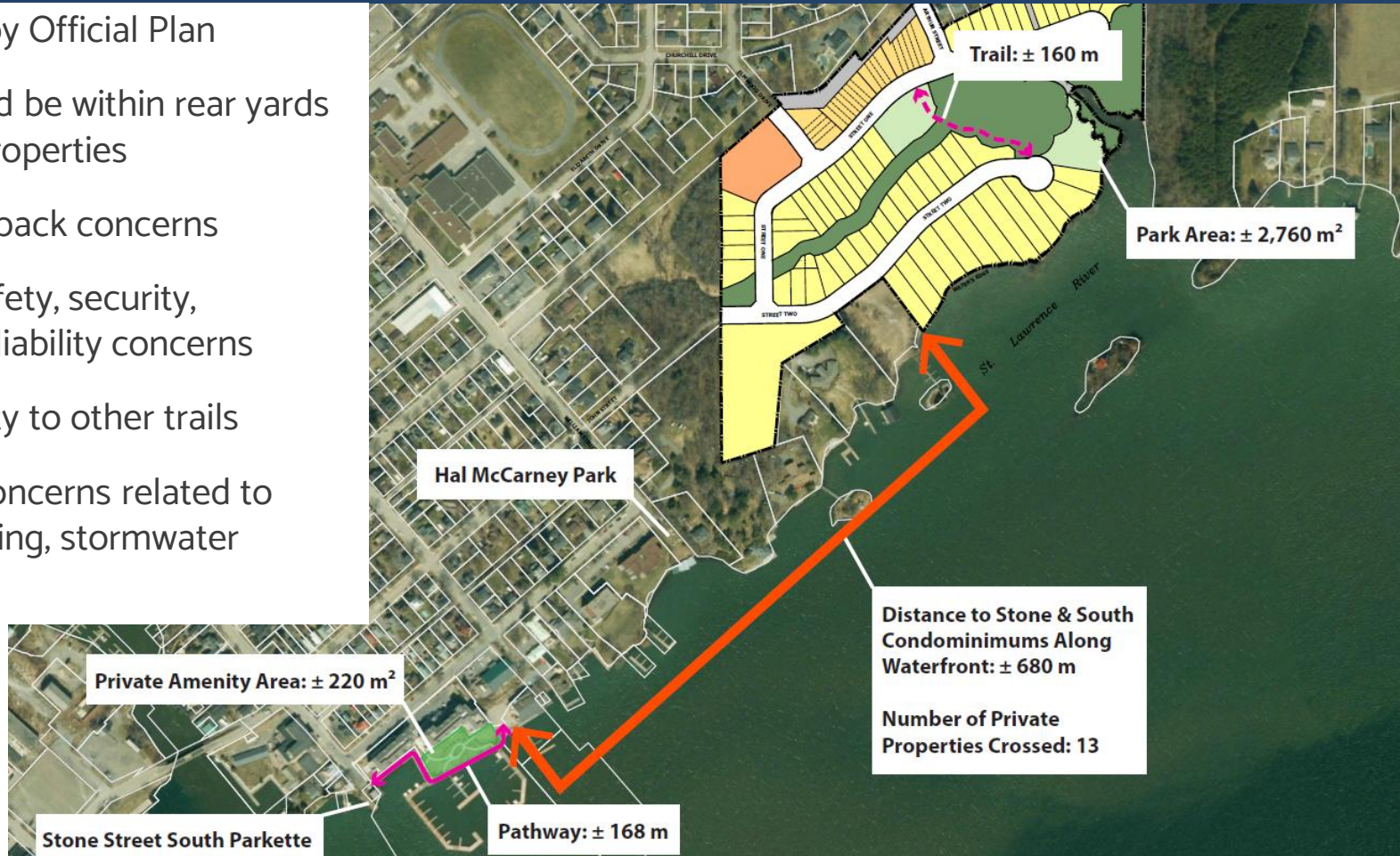


-  Subject Lands
-  Parks and Trails
-  Open Space
-  Existing Trail Network*
Includes sidewalks and street connections
-  Proposed Trail Network
Includes multi-use path on Street Two
-  Proposed Trail Realignment

*Source: Municipality of Leeds Grenville Recreation
Online Mapping

WATERFRONT TRAIL

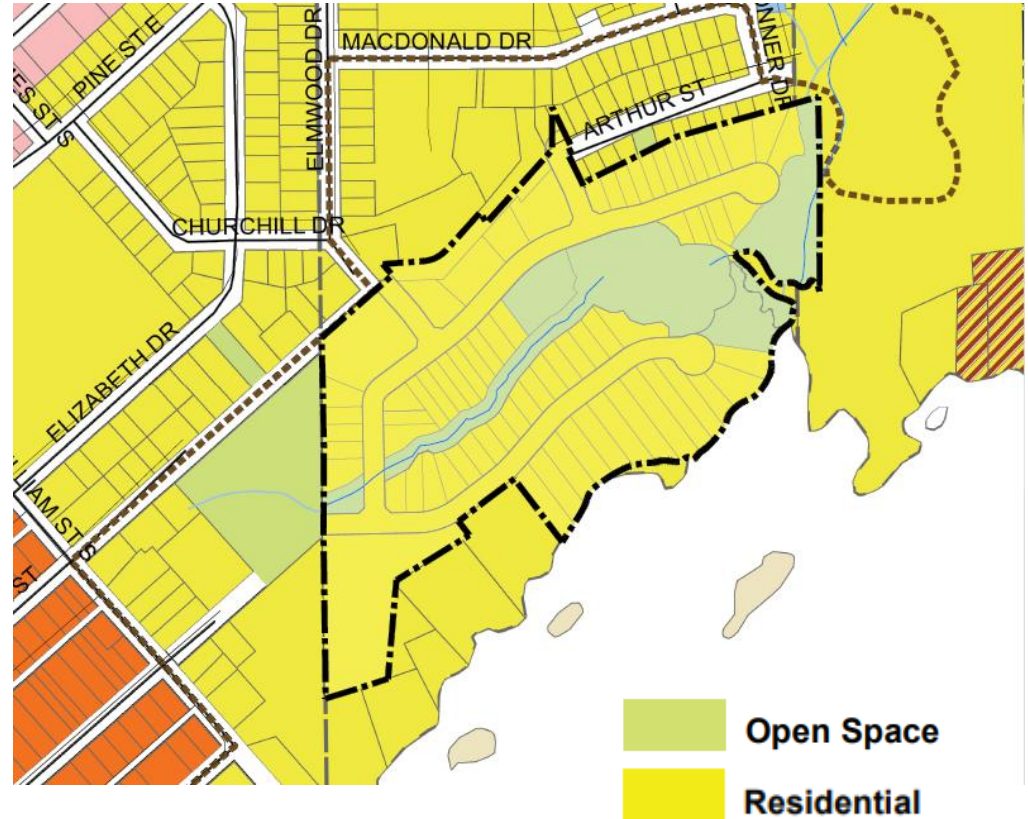
- Not required by Official Plan
- Location would be within rear yards of 13 private properties
- Floodplain setback concerns
- Ownership, safety, security, maintenance, liability concerns
- No connectivity to other trails
- Engineering concerns related to drainage, grading, stormwater management



DEVELOPMENT PERMIT BY-LAW

Schedule 'A'

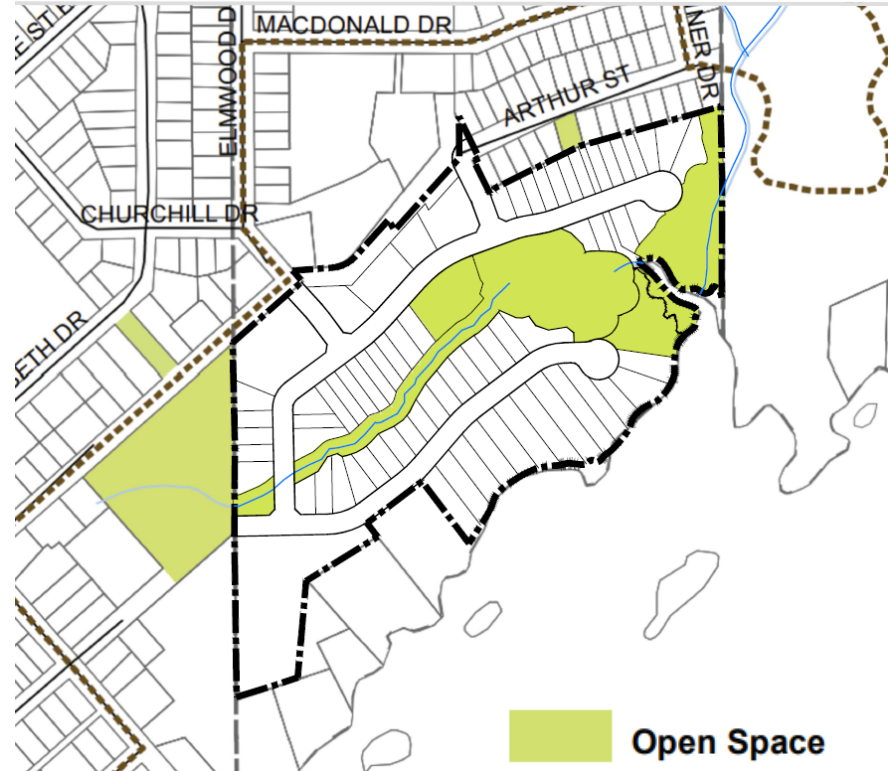
- Residential lands to remain designated 'Residential'
- Natural features and parks to be designated 'Open Space'



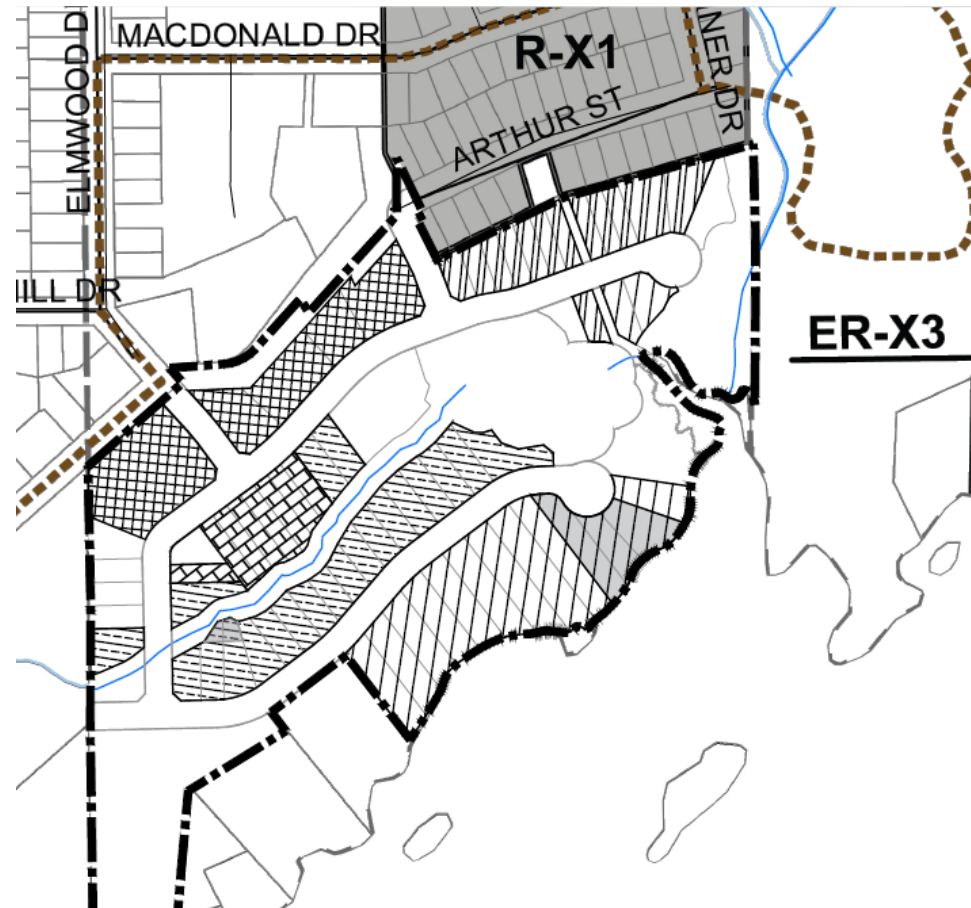
DEVELOPMENT PERMIT BY-LAW

Schedule 'B'

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



DEVELOPMENT PERMIT BY-LAW



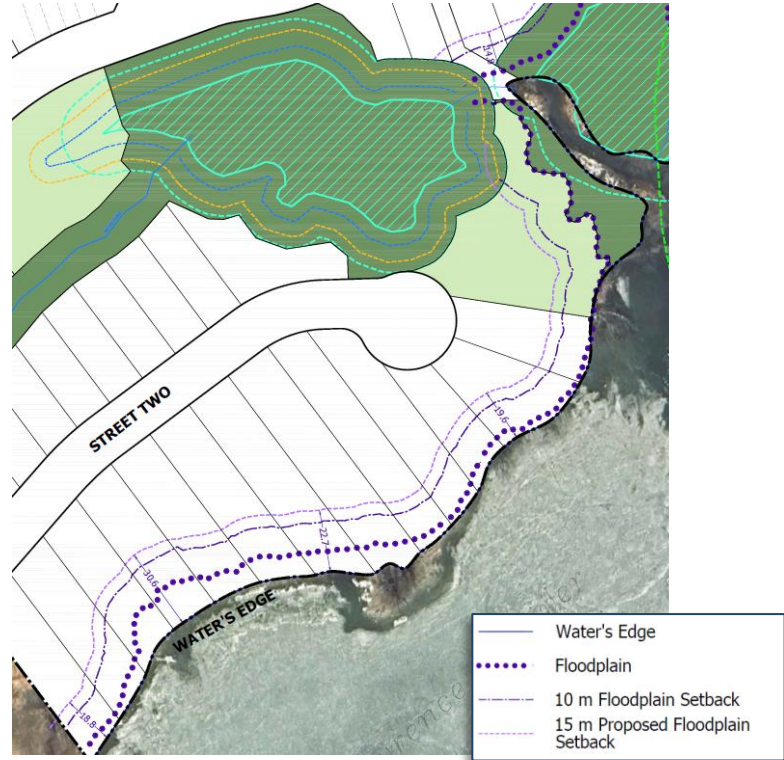
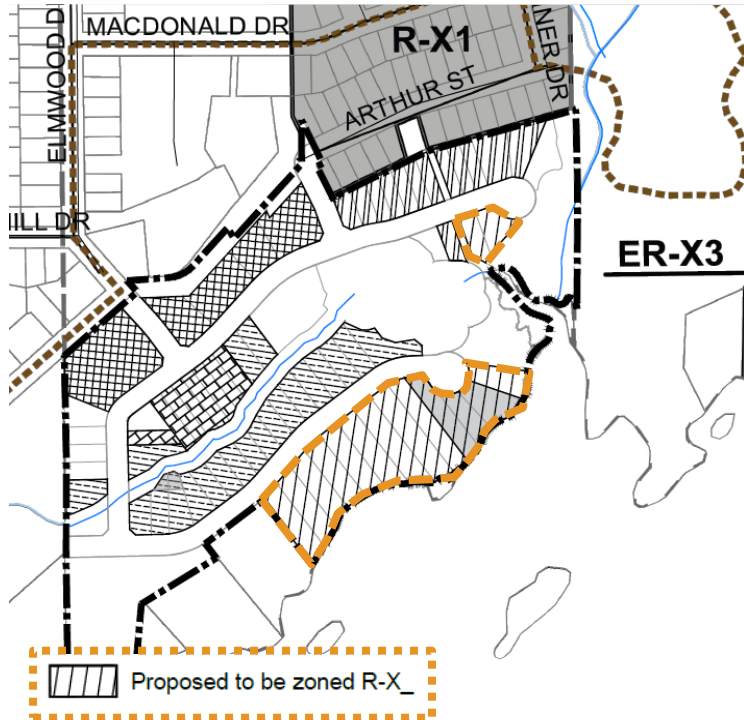
Schedule 'C'

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

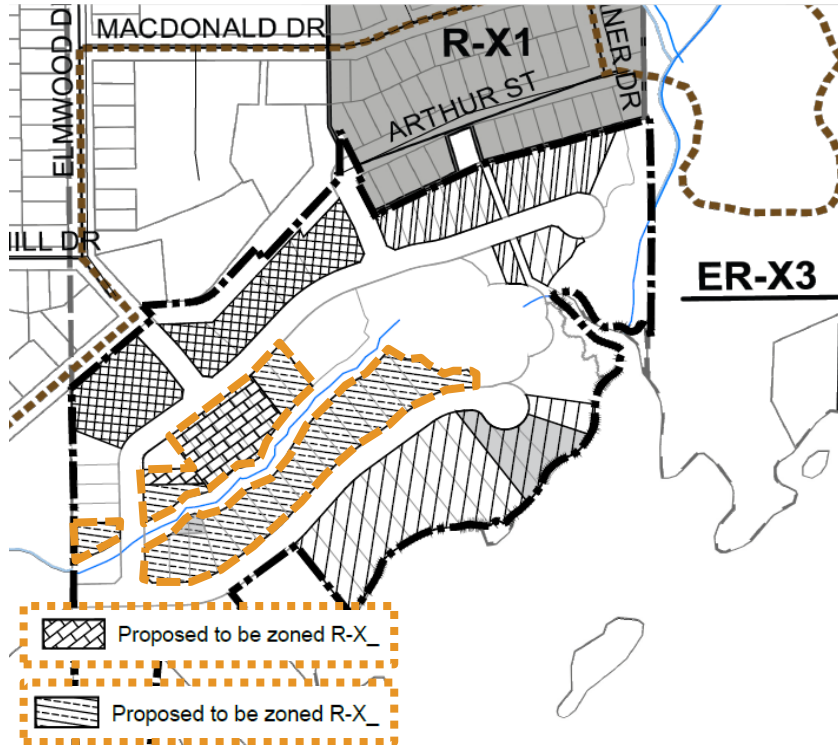
DEVELOPMENT PERMIT BY-LAW

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



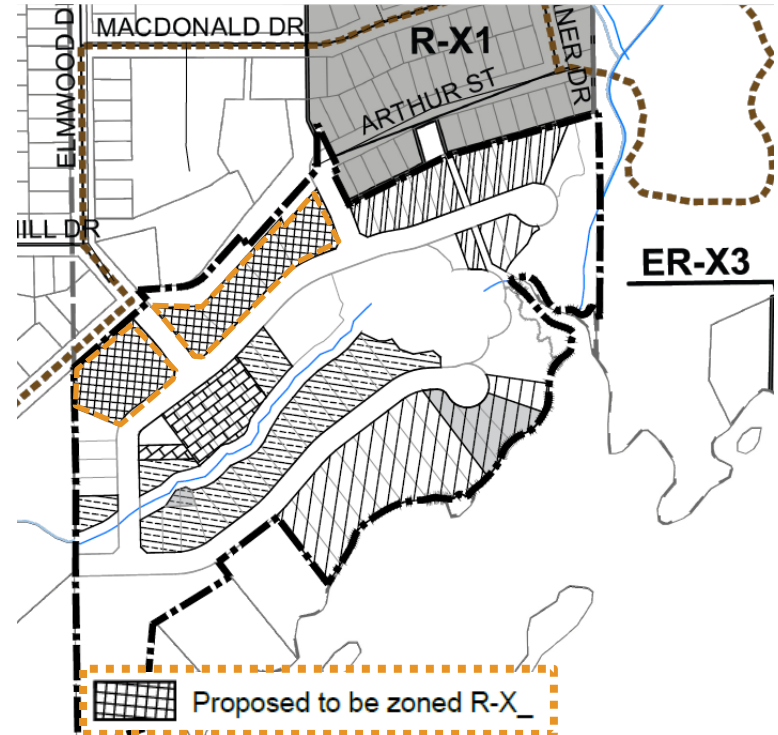
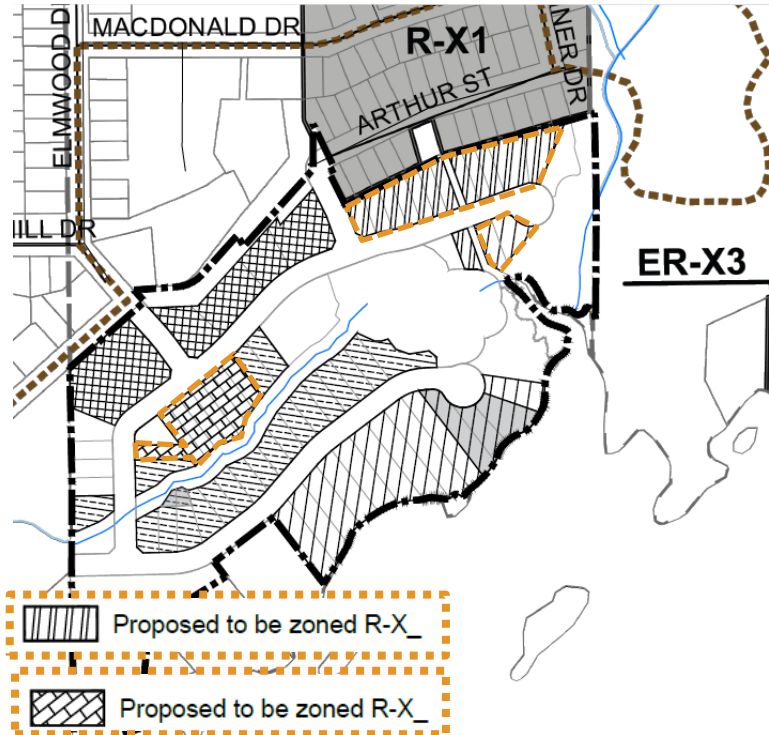
DEVELOPMENT PERMIT BY-LAW

- 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 - 450m² (4,843ft²)
- Minimum rear yard for townhouses - 6 m (19.7ft)
- Minimum lot area for townhouses- 165m² (1776ft²)



DEVELOPMENT PERMIT BY-LAW



Subject Lands: 11.586 ha



Lot Area Less Than Required



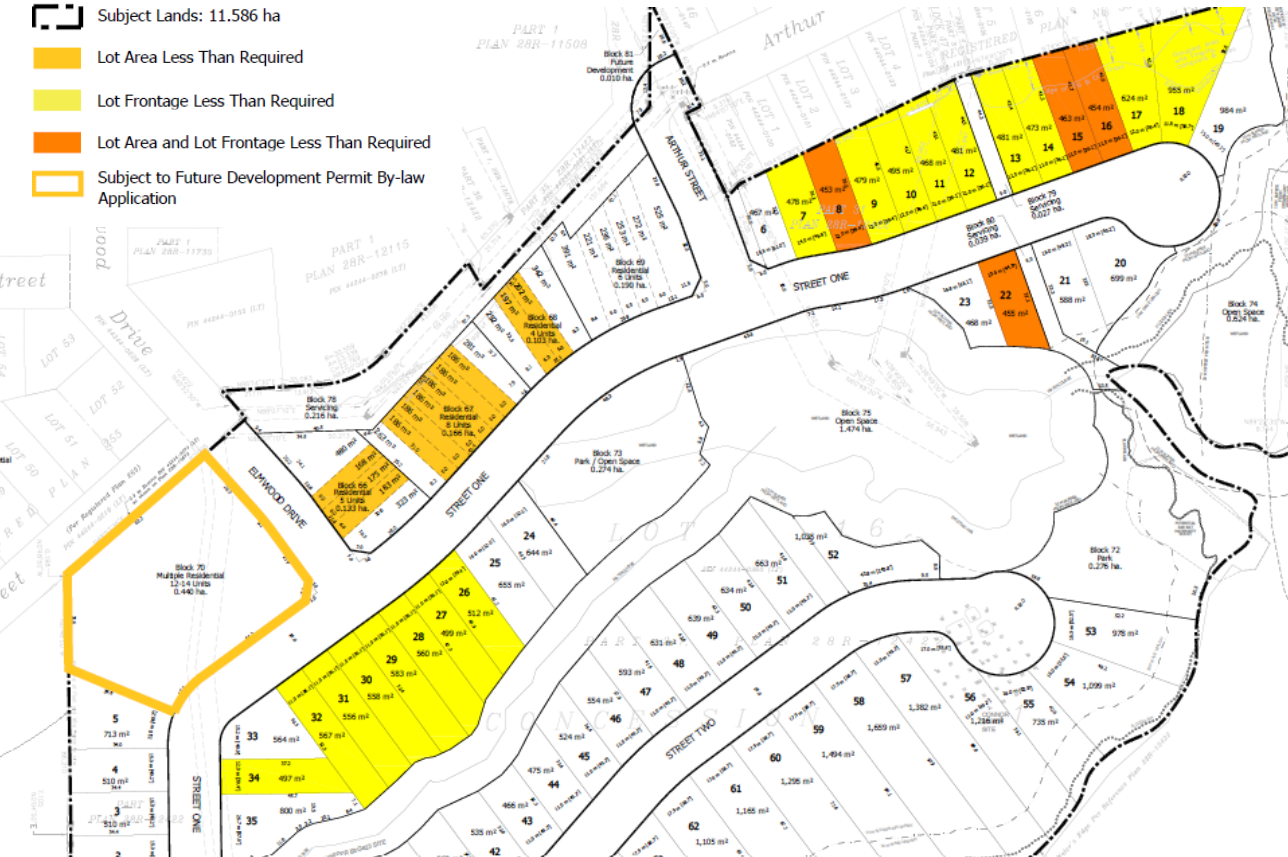
Lot Frontage Less Than Required



Lot Area and Lot Frontage Less Than Required



Subject to Future Development Permit By-law Application



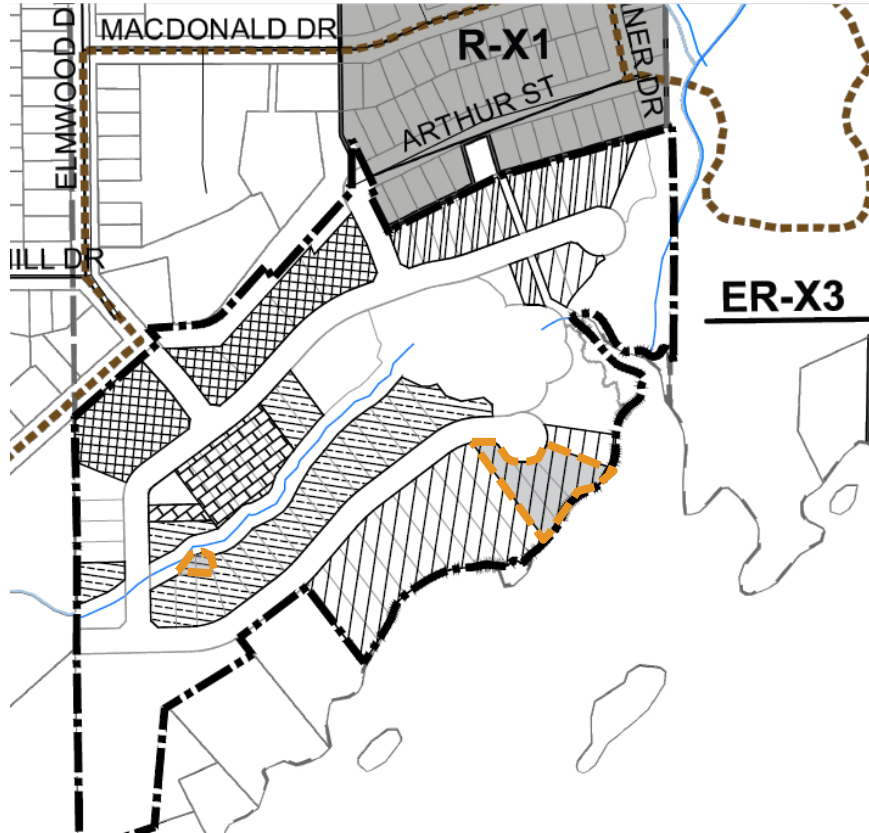
Single Detached Dwellings

- 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

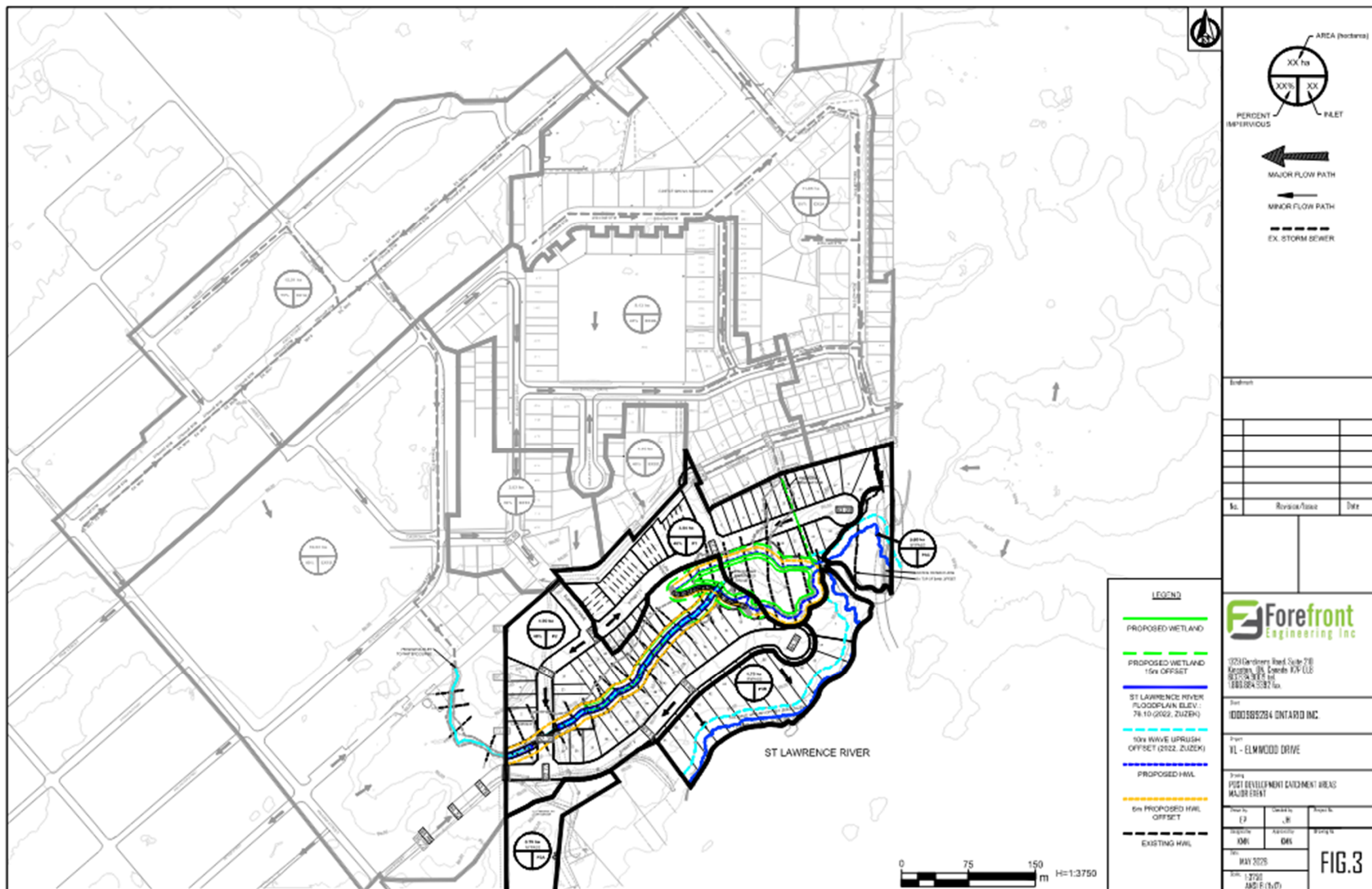
Draft Plan of Subdivision
Civil Engineering

1000989284 Ontario Inc.

Presenter: Kyle Nielissen, P.Eng.







Stormwater and Site Design

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

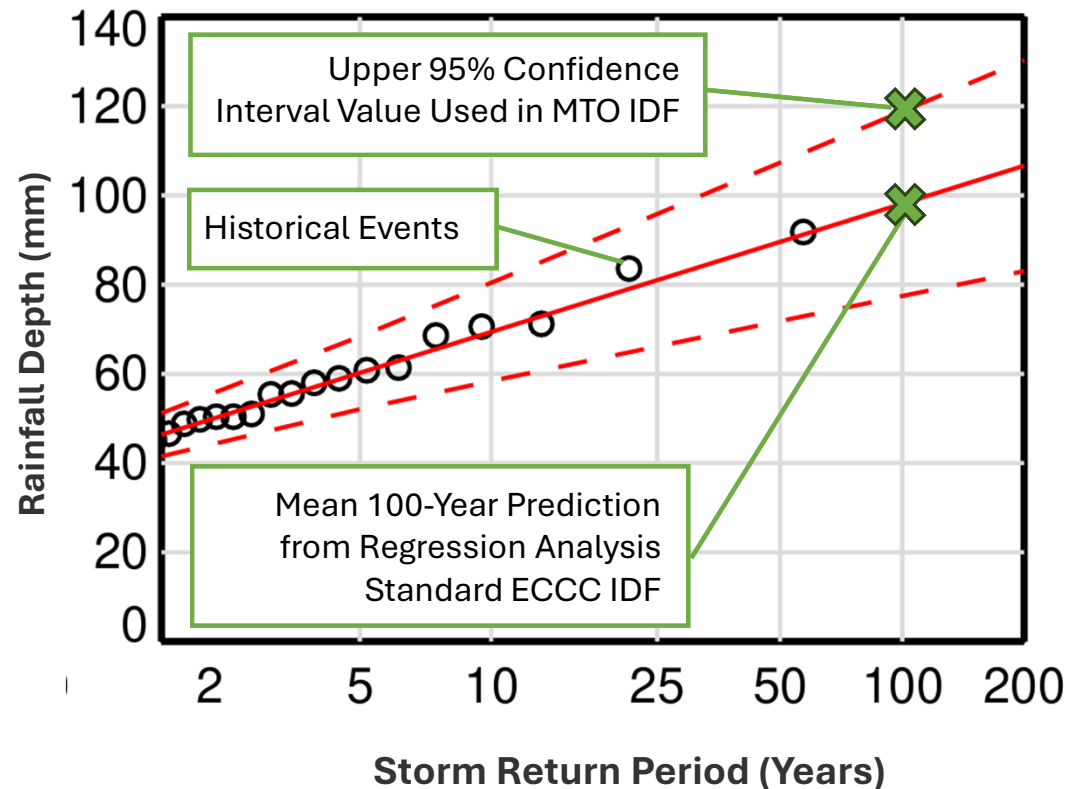
Climate Change Resiliency

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.





Thank you