



**KINSMEN BUILDING ADVISORY PANEL  
MEETING AGENDA**

Held on Wednesday, May 4<sup>th</sup>, 2022 at 4:30PM  
at the Lou Jeffries Arena – 600 King Street East

<b>1.</b>	<b>Call Meeting to Order</b>
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof</b>
<b>3.</b>	<b>Public Question/Comment</b>
<b>4.</b>	<b>Disclosure of Additional Items</b>
<b>5.</b>	<b>Approval of Minutes – Wednesday, April 20, 2022</b>
<b>6.</b>	<b>Unfinished Business</b>
	1. Marion Sprenger – Affordable Housing Option (deferred from April 20 <sup>th</sup> meeting)
<b>7.</b>	<b>Correspondence – None</b>
<b>8.</b>	<b>Presentations – None</b>
<b>9.</b>	<b>New Business/Reports</b>
	1. Marion Sprenger – Next Steps
	2. Sal Snowden – User Groups – Expressions of Interest
	3. Jim Garrah – Proposed Motion to Council
<b>10.</b>	<b>Discussion of Additional Items</b>
<b>11.</b>	<b>Next Regular Meeting – To be determined</b>
<b>12.</b>	<b>Questions from the Media</b>
<b>13.</b>	<b>Adjournment</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.



**KINSMEN BUILDING ADVISORY PANEL  
MEETING MINUTES**

**Held on Wednesday, April 20<sup>th</sup>, 2022 at 4:30 PM**  
at the Lou Jeffries Arena – 600 King Street East

<b>Advisory Panel Members Present</b>	<b>Staff Present</b>
Ted Lojko, Mayor	Shellee Fournier, CAO
Dave Anderson, Deputy Mayor	Lynsey Zufelt, Recording Secretary
David Osmond, Councillor	
Linda McCauley	
Jim Garrah	
Marion Sprenger	
Sarah Johnson	
Chris McDonald	
Sal Snowden	
Joanne Lancaster	
<b>Regrets:</b>	
Don Matthews	

<b>1.</b>	<b>Call Meeting to Order</b>
	Mayor Lojko called the meeting to order at 4:26 PM.
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof – None</b>
<b>3.</b>	<b>Public Question(s)/Comment(s) – None</b>
<b>4.</b>	<b>Disclosure of Additional Items – None</b>
<b>5.</b>	<b>Approval of Minutes – April 6<sup>th</sup>, 2022</b>
	<p><b>Motion-KBAP-2022-05</b>  <b>MOVED BY: Councillor Osmond    SECONDED BY: Marion Sprenger</b></p> <p><b>BE IT RESOLVED THAT THE KINSMEN BUILDING ADVISORY PANEL ADOPTS THE MINUTES OF THE APRIL 6<sup>TH</sup> MEETING.</b></p> <p align="right">• <b>CARRIED</b></p>
<b>6.</b>	<p><b>Unfinished Business</b></p> <p>1. Council Resolution re: Kinsmen Building Advisory Panel Interim Report - CAO Shellee Fournier briefed the Panel on Council's decisions: Council approved the extension of the Panel's term to August 1<sup>st</sup>, 2022; Council agreed, in principle, to the Panel continue to explore a municipal/non municipal use of the building; Council did not approve funding the geotechnical and shoreline erosion study.</p>

7.	<b>Correspondence</b>
	<ul style="list-style-type: none"> <li>Marion Sprenger re: Affordable Housing Option – Chair Ted Lojko passed over Correspondence to accommodate the Presentations due to time constraints and advised that if there is ample time at the end of the meeting, that the Panel can discuss Agenda Item #7 (Correspondence).</li> </ul>
8.	<b>Presentations</b>
	<ol style="list-style-type: none"> <li>Linda McCauley – South Frontenac Community Services Model (Dave Townsend and Tina Montgomery) <ul style="list-style-type: none"> <li>Dave Townsend, <i>Southern Frontenac Community Services</i>, provided the Panel and guests a detailed outline of the services and programs offered by the organization in South Frontenac Township. Services include but are not limited to: Care Planning, Food Security &amp; Services, Senior &amp; Community Support Services, Hospice &amp; Bereavement Support and Social &amp; Recreation Activities. Programming funding is provided by Ontario Health, the municipality, program fees and ongoing fundraising.</li> <li>Tina Montgomery, <i>Senior Support Services, CPHC</i>, presented to the Panel another model of senior support, which is intended to work in collaboration with a Senior’s Centre to provide health services, as well as social services for well and healthy individuals. CPHC Senior Support Services is intended to keep Seniors in their homes as long as possible and to provide classes and programs which provide independence and specific tools to stay healthy. These services are presently available to Gananoque clientele. 55% of the budget is provided by Ontario Health and the rest, by fundraising, which would be used for scheduled programming and facility rental costs.</li> </ul> </li> <li>Rob Adams and Amy Kirkland – YMCA, Eastern Ontario <ul style="list-style-type: none"> <li>CEO Rob Adams, <i>YMCA Eastern Ontario</i>, outlined the purpose of the organization which is to get out into the community to reach <u>all</u> needs and <u>all</u> ages. It was noted that the organization seeks to find solutions by collaborating with other groups such as municipalities, police services, service clubs and youth services, to resolve localized social issues. The programs and services are funded by the Province and/or registration fees, fundraising (which stays local) and donations.</li> </ul> </li> <li>Denise Wood – Gananoque Seniors Association <ul style="list-style-type: none"> <li>Standing in for Jayne Curtis to represent the Gananoque Seniors Association, Denise Wood presented the concept of the newly-formed Gananoque Seniors Association which is a Registered, Not-for profit charitable association which is in need of a “home”. The intent is to provide programs for wellness, socialization, and other services for local seniors. Memberships, program fees, grants and fundraising.</li> </ul> </li> <li>Chris McDonald – Gananoque Library <ul style="list-style-type: none"> <li>Board Member, Chris McDonald outlined the existing services and programs that are presently offered and added additional services that could be offered in the Kinsmen space. Considerations noted included suggesting governance, building condition, and funding considerations such as the costs to operate and maintain and existing and potential</li> </ul> </li> </ol>

	<p>budget sources.</p> <p>5. At this time, the Panel and Public in attendance were invited to participate in a Question and Answer opportunity. The questions to the Presenters were of the nature of inquiring about viability, needs of constituents, other spaces available and who will this particular building serve? It was also noted that more financial support should be required by those who are not current tax payers of the Town and that the Panel must open to other groups to impartially explore use.</p> <p>6. Next steps were pondered and the Panel and Public were invited to assist in creating the Agenda items for discussion at the upcoming meeting.</p>
<b>9.</b>	<b>New Business/Reports – None</b>
<b>10.</b>	<b>Discussion of Additional Items – None</b>
<b>11.</b>	<b>Questions from the Media –</b> Reporter Keith Fraser from the Brockville Recorder and Times identified himself and gathered background details on the Kinsmen Building Property and the purpose of the Advisory Panel.
<b>12.</b>	<b>Next Meeting – Wednesday, May 4, 2022 at 4:30 PM – Lou Jeffries Arena – Upstairs</b>
<b>13.</b>	<b>Adjournment</b>
	<p><b>Moved by:</b> Deputy Mayor Dave Anderson</p> <p>Be it resolved that Council hereby adjourns the April 20<sup>th</sup>, 2022 meeting at 6:26 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<p>_____</p> <p>Ted Lojko, Chair</p>	<p>_____</p> <p>Lynsey Zufelt, Recording Secretary</p>

April 8, 2022

## **Kinsmen Building (Re-purpose) for Purpose Built Affordable Housing**

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Gananoque is not immune to the housing crisis that has gripped our Country. An issue that has risen exponentially during the last two years. An issue that has been identified in several of Gananoque's current studies, and, as well, noted by residents on several local social media platforms.

### Community Safety and Health Well Being Plan, Priority Risk #4 Recommendations



Plan-Community  
Safety and Wellbeing

### Age Friendly Gananoque Action Plan, page 10 Housing



Age-Friendly Action  
Plan-21Dec2021\_2.pdf

### Strategic Plan 2025, page 14 Planning and Development



Strategic Plan  
2025.pdf

Through a variety of housing categories, the Municipality can assist in supporting employment for businesses and align suitable needs for various stages of life.

- There is a 7-year waiting list for our local Senior Residence (Stocking Hill). Increasing senior housing will free up family homes for purchase and reduce pressure on that market.
- Gananoque has a shortage of tradespersons in the construction industry. Providing short-term rentals is an incentive to attract temporary workers. Note; Federal government has identified this as a need in the 2022 Budget by creating a Tax Credit.

### **Council Support, Affordable Housing**

An affordable housing taskforce was initiated and a considerable amount of Committee/Staff time was spent gathering information and developing a framework for a Request for Proposal on the Town owned property located off of Birch Street.



DRAFT RFP for  
Affordable Rental Ho

In April of 2021 Council passed a motion to issue an expression of interest for parties seeking to develop property off of Oak Street as affordable housing.

### **Financial Assistance**

Municipalities / Developers are able to apply for grants and loans through various programs being offered by the Provincial / Federal governments and through the Canada Mortgage Housing Corporation.

<https://budget.gc.ca/2022/report-rapport/chap1-en.html>

Provincial programs are currently not defined as Ontario is going into an election. Here is an article that also contains a link to the current Task Force Report.

<https://www.cbc.ca/news/canada/toronto/ontario-housing-affordability-task-force-report-1.6342470>

### **Partnerships**

Municipalities across the province are developing unique, innovative partnerships with private sector agencies in constructing affordable housing projects.

Gananoque is no stranger to this concept, recently attracting the Horizon Legacy Project.

<https://globalnews.ca/news/7415524/kingston-fairfield-manor/>

<https://www.thepeterboroughexaminer.com/news/peterborough-region/2022/04/03/first-habitat-for-humanity-condo-project-unveiled.html>



Blue Haven  
Apartments.pdf

## **Planning Approval**

Notes from Brenda Guy, Manager of Planning and Development, Gananoque

“Your suggestion of residential use is compatible to the area of Stone Street N as it is all residential or open space. We would have to redesignate the lands to residential but in my opinion is easily justified.

1. Official Plan Amendment and Development Permit amendment - to redesignate the lands from Open Space to Residential. These can be done at the same time and will require a public meeting process.
2. Development Permit amendment - If we knew in advance how the building was to be laid out and number of residential units, we would be able to capture all the site works such as parking, drainage and grading etc. within the same application as above. However, if that's not doable at the time the worse case would be a second Development Permit amendment once these details are available and decided.

We would have to consider a Record of Site Condition as Residential is considered a more sensitive use even though it sits on a parkland and/or the use has been historically a gathering place and day care. An RSC may simply be a review of the historical uses and nothing more or it could go into Phase II and beyond.”

## **Conclusion**

Affordable Housing is in high demand.

This option does fit within the Municipalities core function.

I believe there are several different residential concepts that could be explored using the existing structure.

Please explore the links provided and I look forward to discussing all possibilities.

Sincerely,  
Marion Sprenger

Kinsmen Agenda Items – May 4<sup>th</sup>

1. Discussion on the Council results of the Geotechnical Assessment recommendation.
2. A sub-committee be formed to develop a detailed assessment of the financial feasibility of the Town retaining the Kinsmen Hall as a Municipally owned building under various scenarios. The report would include guideline(s) that Staff/Council could utilize for the 2023 Budget deliberation process.
3. The Library Board move forward with developing a detailed Business Plan.
4. A sub-committee be formed to review current Municipal and Private program delivery space. The report would include details about the space, availability, and costing.
5. Brainstorm ways in how to invite the larger public to propose other re-purposing possibilities for the Kinsmen Building. Eg. Affordable Housing Project.
6. A sub-committee be formed to start examining how to develop and initiate a public survey.



To: Shellee Fournier  
From: Sal Snowden  
Date: Apr 27, 2022  
Subject: Agenda Item for May 4<sup>th</sup> Kinsman meeting

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When we left the last meeting on April 20<sup>th</sup>, Ted indicated we should send items we would like to discuss at the next meeting.

I think at this point we have a good idea of interest for various local groups. We are also further informed on how various groups might like to use the space and the local need for a centralized space.

All of the alternatives we've heard so far (boxing, library, elderly, youth, community centre, healthcare) are vital components of a community, and any one of them, or a mix of them, would be a good use of the location.

However, what appears to be missing at this stage is a particular, unified concept for how they would collaborate backed with a high-level business plan. For example, I have yet to hear

*We will use the space like this, and this is how we will get revenue to fund the expense*

When Marion tabled the Expression of Interest (EOI) in the April 6<sup>th</sup> meeting, it was too early. The group had not yet heard formally from any interested local need groups. That being said, I appreciate the purpose of the motion attempt.

Speaking for myself here, I wanted the opportunity to think about what the wording of a suitable motion might contain. The duress of people trying to wordsmith during the meeting was not ideal. For that reason, I said Nay. But I do very much agree with Dave's statement that "those in the room may not have all the good ideas".

Coming out of last week's meeting, I feel now is the time to discuss the option of the EOI and the appropriate wording. That is assuming we agree as a group to investigate that route.

To be clear, my preference is to support local opportunities and needs; nevertheless, I believe it would be short-sighted of us as a group not to get information on other possible options, if there are any.

The following are the key criteria that I believe should be in the EOI

- This EOI is for gauging interest only and the town may choose to not go with any of the submissions
- We are looking for proposals that will provide services or value to the community (e.g., local healthcare centre, community hub, or other community-based purpose, service or business).
  - *Note: I think it is important that we eliminate private occupancy proposals that do not serve the community value of the location*
- Ownership of property & grounds will remain with the town
- Proponent will occupy the site on a lease arrangement at a cost of \$18/s.f.

- The floor & site plan should be included showing square footage for each section
- If the Proponent is interested in only part of the building, it should be outlined by them as to which parts (does the 7000 s.f. include the play area?)
- Proponents should have the opportunity to visit the site on a designated day to review. (A key town person who can answer physical building questions should be present to facilitate)
- The proposal should outline the constraints of the building. E.g., what can be changed, what cannot be changed, exclusion of changes to grounds outside of the building
- Town to outline what building improvement/repair & timeline is planned for upkeep (e.g., the 10-year maintenance & repair plan)
- Proponent to outline any other required changes to the space they would need in order to occupy. (If only part of building is of interest, how this will need to be separated should also be outlined)
- Amount Proponent would be prepared to contribute as a one-time supplementary payment to make desired leasehold improvement changes not already in the maintenance & repair plan.
- Proponent should outline their anticipated revenue streams and annual expected revenues (e.g. list amount from user fees, subscriptions, grants, municipal funding, charitable or not for profit donations monies etc.)

The above is my opinion and others may feel differently. The purpose of the above is to elicit a conversation about what an EOI could potentially add to the options heard so far. If there is sufficient interest and agreement on an EOI of this nature, I would be happy to work with the other panel members and table a carefully worded motion at the next meeting.

At the last meeting, somebody (forget who) said they wished to see if some of the groups that presented as individuals (YMCA, library, seniors, SFCSC, CPHC Brockville) join together and build a single proposal of how they would use this space together. I strongly agree.

I would recommend these groups meet and provide a submission within the EOI process. Maybe this would be based on the library in the main section, and as Chris mentioned, acting as the space facilitator for the other groups. But I would suggest that the groups determine how they would work together and split the room usage (hours per week for each) and a rough estimate of revenue to support. Open for debate would be if we consider accommodating the \$15/s.f. break even revenue expectation for this particular proposal. I would also suggest the YMCA, Youth & Boxing club similarly submit a proposal.

Sincerely,  
 Sal Snowden  
 Kinsmen Building Advisory Panel Member

Kinsmen Building Panel

April 27, 2022

Kinsmen Building Panel

The main outcome of our four meetings is that there is consensus that the building and property should remain as a valued Town asset. I base this on comments from panel members, current users, citizen attendees, correspondence as well as the four invited groups which detailed specific community programs.

Going forward there will be a need to determine how the building can be used/shared, to develop a maintenance plan and costing, as well as decide what kind of governance or oversight process will be used.

If we are going to ask town staff, council, community groups and individuals to develop uses and plans for the building then there needs to be a strong statement from council that council supports the continued ownership of the Kinsmen building and the waterfront property for the benefit of the citizens of Gananoque and surrounding area.”

To confirm the panel’s decision we should send the following motion to council.

Motion: The Kinsmen Advisory Panel recommends that Council pass a motion to retain the Kinsmen Hall for Community use.

This motion will give groups the encouragement needed to put the time and effort into a detailed proposal which council, staff and the community can evaluate. I believe it is appropriate that the town consider the larger community, which includes TLTI, and perhaps ask for at least a representative from TLTI to be involved in the process.

Thank you  
Jim Garrah