



**Minutes  
The Township of Cavan Monaghan  
Regular Council Meeting**

**Monday, March 7, 2022  
1:00 p.m.  
Remote Locations**

**Those members in attendance were:**

<b>Council</b>	<b>Scott McFadden</b>	<b>Mayor</b>
	<b>Matthew Graham</b>	<b>Deputy Mayor</b>
	<b>Tim Belch</b>	<b>Councillor</b>
	<b>Ryan Huntley</b>	<b>Councillor</b>
	<b>Bill Shaw</b>	<b>Councillor</b>

<b>Staff</b>	<b>Yvette Hurley</b>	<b>CAO</b>
	<b>Cindy Page</b>	<b>Clerk</b>
	<b>Karlie Cornish-Tkalec</b>	<b>Deputy Clerk/Corporate Services Administrator</b>
	<b>Patti Cavanagh</b>	<b>Customer Service and Records Retention Clerk</b>
	<b>Bill Balfour</b>	<b>Fire Chief</b>
	<b>Karen Ellis</b>	<b>Director of Planning</b>
	<b>Brigid Ayotte</b>	<b>Economic Development Communications Officer</b>
	<b>Chris Allison</b>	<b>Manager of Parks and Facilities</b>
	<b>Kimberley Pope</b>	<b>Director of Finance/Treasurer</b>
	<b>John Connolly</b>	<b>Executive Director of Planning and Development</b>

**1. Open Session**

**2. Call to Order**

Mayor McFadden called the meeting to order at 1:00 p.m.

**3. Approval of the Agenda**

R-2022-092

Moved by: Belch

Seconded by: Shaw

That the agenda for the Regular Council Meeting be approved as presented.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**4. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no pecuniary interests noted.

**5. Closed Session**

There was no closed session.

**6. Public Meeting**

**6.1 Resolution to open the Public Meeting**

R-2022-093

Moved by: Huntley

Seconded by: Graham

That the Public Meeting be opened pursuant to Section 17 of the Planning Act, R.S.O. 1990 P.13, as amended.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**6.2 Report Planning 2022-14 Cavan Agri Services Zoning By-law Amendment**

Karen Ellis, Director of Planning spoke to the Zoning By-law Amendment received from Rob Davidson of Ron Davidson Land Use Planning Consultants Inc. on behalf of Cavan Agri Services Inc. The Application applies to lands located in part of Lot 13, Concession 8 of the Cavan Ward identified by property roll number 1509-010-030-189-00. The Township received the Zoning By-law Amendment application on January 24, 2022

and deemed it complete on January 28, 2022. The Application submission included a completed Application Form, a Planning Justification Report, a Scoped Natural Heritage Evaluation and a Traffic Brief.

The Amendment is required to fulfill a condition of consent (Peterborough County Land Division File B-54-21 Decision dated September 13, 2021). A portion of the subject lands is also subject to a Township Site Plan Approval Application (SPA-03-20).

The lot line adjustment will permit the expansion of the Cavan Agri Services business with the development of two (2) new buildings. The Part 1 lands are approximately 1.88 hectares (4.64 acres) in size with no frontage on a public road. The lands are currently used for agriculture. The Part 2 lands are approximately 19.95 hectares (49.28 acres) in size with approximately 204.32 metres (670.34 feet) of frontage on County Road 10. No new buildings or structures are proposed for the Part 2 lands at this time.

The subject lands (i.e. Parts 1 and 2) are currently zoned Rural Employment (M2), Agriculture (A), Natural Core (NC) and Natural Linkage (NL) on Map D-3 to By-law No. 2018-58, as amended. Part 1 (the severed parcel) is proposed to be zoned the Rural Employment Exception Three (M2-3) Zone. The permitted uses in the M2-3 Zone will include a fertilizer blending plant; a warehouse; a sales outlet including the sale of farm chemicals and herbicides, storage tanks and equipment for handling liquid nitrogen and fertilizers, gasoline and diesel fuel tanks to service the vehicles and equipment of the operator; and accessory buildings and uses. The M2 Zone standards will apply to Part 1.

A portion of Part 2 (the retained lands) is proposed to be zoned the Rural Employment Exception 8 (M2-8) Zone. All of the uses permitted in the M2 Zone will continue to be permitted in the M2-8 Zone. Agriculture and agriculture-related uses will also be permitted. The M2 Zone standards will apply to the M2-8 Zone. A portion of the Part 2 lands is proposed to be zoned the Natural Core (NC) Zone and the Natural Linkage (NL) Zone. These Zone categories are a refinement of the existing NC and NL Zones on the property. The proposed zoning implements the Constraint Mapping of the Scoped Natural Heritage Evaluation prepared in support of the Application.

To date, Township Staff have not received any written or verbal comments about the proposed Amendment from members of the public.

Township Staff have no objections to the Application. The Fire Chief has noted that the proposal will permit storage and repair buildings. He indicated that further information regarding the type and quality of the product being stored on site is required to provide full comments. He also

noted that the Cavan Monaghan Fire Department provides awareness level hazmat services as outlined in the Fire Department's Establishing and Regulating By-law. The comments provided by Peterborough County Public Works Staff pertain primarily to the associated Site Plan Approval Application. They do, however, want confirmation that the Township's parking requirements have been addressed and confirmation that Ministry of Transportation Staff are included in the circulation. The standard parking and loading space requirements of the Township's Zoning By-law No. 2018-58, as amended, will apply to the subject lands. The draft Site Plan on file with the Township indicates that the standard parking and loading space requirements can be satisfied on site. The Site Plan Approval Application comments will be considered and addressed with the processing of that Application. Ministry of Transportation Staff have been circulated the Notice of Public Meeting for the Application and are involved in the review of the Site Plan Approval Application.

**6.3 Questions/Comments from members of Council**

Councillor Huntley questioned if this rezoning would make Part Lot 1 lands the same as 1377 County Road 10 or is the whole lot 1377 County Road 10 sliced into different zones.

Mayor McFadden noted it is nice to see an expansion of a local agriculturally related business and thanked Staff for working closely with them on this.

**6.4 Questions/Comments from members of the Public**

Ron Davidson, Land Use Planning Consultant - 265 Beattie Street, Owen Sound.

**6.5 Consideration of the Report**

R-2022-094

Moved by: Graham

Seconded by: Huntley

That Council receive all comments related to Zoning By-law Amendment Application ZBA-02-22; and

That a By-law to amend Zoning By-law No. 2018-58, as amended, be presented to Council for consideration at a future meeting.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**6.6 Resolution to close the Public Meeting**

R-2022-095

Moved by: Graham

Seconded by: Belch

That the Public Meeting be closed.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**7. Presentation**

**7.1 Karla Buckborough and Glen Spurrell - Cavan Monaghan Public Library Board Strategic Plan 2022-2028 Presentation**

R-2022-096

Moved by: Shaw

Seconded by: Graham

That Council support Michelle Watson as an additional speaker for the Cavan Monaghan Public Library Board Strategic Plan 2022-2028 Presentation.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

R-2022-097

Moved by: Huntley

Seconded by: McFadden

That Council receive the Cavan Monaghan Public Library Board Strategic Plan 2022-2028 Presentation for information.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**8. Delegations**

**8.1 Melanie Horton, Esher Planning and John Mutton, Municipal Solutions - Sam Ganni and 1840 Brown Line Road**

Councillor Belch left the meeting 1:30 p.m. – 1:35 p.m.

R-2022-098

Moved by: Shaw

Seconded by: Huntley

That Council support the additional material from Melanie Horton, Esher Planning for Sam Ganni property 1840 Brown Line Road MZO Request Proposal.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
McFadden	X	
<b>Results</b>	<b>4</b>	<b>0</b>

**Carried**

Mayor McFadden called for a recess 1:51 p.m. – 1:59 p.m.

R-2022-099

Moved by: Shaw

Seconded by: Belch

That the Township of Cavan Monaghan Council supports the request from Melanie Horton, Esher Planning and John Mutton, Municipal Solutions for Sam Ganni property 1840 Brown Line Road, Cavan Monaghan for a Minster’s Zoning Order (MZO) outlined in Attachment “A” and

That a copy of the resolution be forwarded to the Ministry of Municipal Affairs and Housing and to MPP Laurie Scott.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Shaw	X	
Belch	X	
McFadden	X	
Huntley		X
Graham		X
<b>Results</b>	<b>3</b>	<b>2</b>

**Carried**

R-2022-100

Moved by: Belch

Seconded by: Shaw

That Council receive the presentation for information from Melanie Horton, Esher Planning for Sam Ganni property 1840 Brown Line Road.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
<b>Results</b>	<b>5</b>	

**Carried**

## **9. Minutes**

### **9.1 Minutes of the Regular Meeting held February 22, 2022**

R-2022-101

Moved by: Shaw

Seconded by: Belch

That the minutes of the Regular Council Meeting held February 22, 2022 be approved as presented.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
<b>Results</b>	<b>5</b>	<b>0</b>
		<b>Carried</b>

**10. Minutes from Committees and Boards**

**10.1 Municipal Revitalization and Heritage Advisory Committee Meeting Minutes of January 20, 2022**

R-2022-102

Moved by: Huntley

Seconded by: Belch

That the minutes for the Municipal Revitalization and Heritage Advisory Committee meeting held January 20, 2022 be approved as presented.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
<b>Results</b>	<b>5</b>	<b>0</b>
		<b>Carried</b>

**10.2 Cavan Monaghan Public Library Board Meeting Minutes of January 25, 2022**

R-2022-103

Moved by: Shaw

Seconded by: McFadden

That the minutes for the Cavan Monaghan Public Library Board Meeting held January 25, 2022 be received.



<b>Recorded</b>	<b>For</b>	<b>Against</b>
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**10.3 Millbrook Downtown BIA Board of Management Meeting Minutes of November 4, 2021**

R-2022-104

Moved by: Huntley

Seconded by: McFadden

That the minutes for the Downtown BIA Board of Management Meeting held November 4, 2021 be received.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**11. Reports**

**11.1 Report - Planning 2022-10 Towerhill North Developments Ltd. Zoning By-law Amendment (ZBA-07-18)**

R-2022-105

Moved by: Huntley

Seconded by: Belch

That By-law No. 2022-09 be approved to amend By-law No. 2018-58, as amended, with regards to the lands subject to Draft Approved Plan of Subdivision (15T-18002) and Official Plan Amendment (OPA-01-18) in Part of Lots 11 & 12, Concession 6 of the Cavan Ward.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**11.2 Report - Planning 2022-15 Update: Status Report - 1066 Syer Line**

R-2022-106

Moved by: Shaw

Seconded by: Belch

That Council receive Report Planning 2022-15 Update: Status Report - 1066 Syer Line for information.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**11.3 Report - Finance 2022-04 2021 Statement of Remuneration and Expenses Report**

R-2022-107

Moved by: Graham

Seconded by: Huntley

That Council receives the 2021 Statement of Remuneration and Expense Report for information.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**11.4 Report - Finance 2022-03 Information Technology Managed Services Agreement renewal with the County of Peterborough**

R-2022-108

Moved by: Huntley

Seconded by: Shaw

That Council receives the amended Information Technology Managed Services Agreement renewal with the County of Peterborough, and That Council approve By-law No. 2022-10 being a by-law to authorize the IT Managed Services Agreement, between The Corporation of the Township of Cavan Monaghan and The Corporation of the County of Peterborough for a one (1) year term, from the effective date of January 1, 2022 to December 31, 2022; with an automatic annual renewal thereafter.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**11.5 Report - Public Works 2022-03 Firehall Bridge in Millbrook Municipal Class EA and Decorative Railings**

R-2022-109

Moved by: Huntley

Seconded by: Graham

That Council receive Public Works Report No. 2022-03 Firehall Bridge Millbrook Municipal Class EA and Decorative Railings for information; and That Council approve the cost sharing of decorative railings with Peterborough County up to \$ 40,000 to be funded through the Federal Tax Grant Reserve.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

Mayor McFadden called for a recess 2:42 p.m. – 2:59 p.m.

R-2022-110

Moved by: Graham

Seconded by: Shaw

That Staff work collaboratively with the County of Peterborough on a communication effort to inform the local agricultural community of any potential disruptions as it relates to the bridgeworks.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

#### **11.6 Report - CAO Report and Capital Status**

R-2022-111

Moved by: Graham

Seconded by: Shaw

That Report – CAO Report and Capital Status be received for information.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

#### **11.7 Council/Committee Verbal Reports**

Deputy Mayor Graham provided the update from the Millbrook Valley Trails Advisory Committee noting the excitement around planning multiple in-depth work days to catch up on trail repairs and extending the invitation for volunteers to assist with work days. Noting some enhancements had been made to the workplan to assist with tracking of longer and shorter priorities, tasks and utilization of funds from Council.

Councillor Huntley provided the update that the BIA met and discussed the closure of the King Street Bridge and are looking forward to the many events that are planned to celebrate our amazing community.

R-2022-112

Moved by: Graham

Seconded by: Shaw

That Council receive the Council/Committee verbal reports for information.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**12. General Business**

There was no General Business.

**13. Correspondence for Information**

There was no Correspondence for Information.

**14. Correspondence for Action**

**14.1 Mississaugas of Scugog Island First Nation - Re: Letter to Cavan Monaghan Council from Mississaugas of Scugog Island First Nation dated December 7, 2021**

R-2022-113

Moved by: Graham

Seconded by: Belch

That Staff provide a response to the letters of correspondence from Mississaugas of Scugog Island First Nation.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**15. By-laws**

**15.1 By-law No. 2022-09 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as "The Township of Cavan Monaghan Zoning By-law"**

**15.2 By-law No. 2022-10 being a by-law to authorize the execution of the IT Managed Services Agreement, between The Corporation of the Township of Cavan Monaghan and The Corporation of the County of Peterborough**

R-2022-114

Moved by: Belch

Seconded by: Huntley

That By-law No. 2022-09 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as "The Township of Cavan Monaghan Zoning By-law" and By-law No. 2022-10 being a by-law to authorize the execution of the IT Managed Services Agreement, between The Corporation of the Township of Cavan Monaghan and The Corporation of the County of Peterborough be read a first, second and third time and passed this 7<sup>th</sup> day of March signed by the Mayor and Clerk and the Corporate Seal attached.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
Huntley	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Carried**

**16. Unfinished Business**

There was no unfinished business.

**17. Notice of Motion**

There were no notices of motion.

**18. Confirming By-law**

**18.1 By-law No. 2022-11 being a by-law to confirm the proceedings of the meeting held March 7, 2022**

R-2022-115

Moved by: Huntley

Seconded by: Graham

That By-law No. 2022-11 being a by-law to confirm the proceedings of the meeting held March 7, 2022 be read a first, second and third time and

passed this 7<sup>th</sup> day of March signed by the Mayor and Clerk and the Corporate Seal attached.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Belch	X	
McFadden	X	
Huntley	X	
Graham	X	
Shaw	X	
<b>Results</b>	<b>5</b>	<b>0</b>
		<b>Carried</b>

**19. Adjournment**

R-2022-116

Moved by: Huntley

Seconded by: Shaw

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 3:16 p.m.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Huntley	X	
Graham	X	
Shaw	X	
Belch	X	
McFadden	X	
<b>Results</b>	<b>5</b>	<b>0</b>
		<b>Carried</b>

  
\_\_\_\_\_  
**Scott McFadden**  
Mayor

  
\_\_\_\_\_  
**Karlie Cornish-Tkalec**  
Deputy Clerk