



Minutes
The Township of Cavan Monaghan
Regular Council Meeting

Monday, April 6, 2020
1:00 p.m.
Remote Locations

Those members in attendance were:

Council	Scott McFadden	Mayor
	Matthew Graham	Deputy Mayor
	Tim Belch	Councillor
	Ryan Huntley	Councillor
	Cathy Moore	Councillor
Staff	Yvette Hurley	CAO
	Elana Arthurs	Clerk
	Cindy Page	Deputy Clerk
	Kimberley Pope	Director of Finance / Treasurer
	Wayne Hancock	Director of Public Works
	Kyle Phillips	Chief Building Official / By- law Enforcement Officer

1. Open Session

2. Call to Order

Mayor McFadden called the meeting to order at 1:15 p.m.

3. Approval of the Agenda

R/06/04/20/01

Moved by: Moore

Seconded by: Graham

That the agenda for the Regular Council Meeting be approved.

Recorded	For	Against
Belch	X	
Huntley	X	
Moore	X	
Graham	X	
McFadden	X	

Results**5****0****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. Minutes**6.1 Minutes of the Regular Council Meeting held March 16, 2020**

R/06/04/20/02

Moved by: Moore

Seconded by: Huntley

That the minutes of the Regular Council Meeting held March 16, 2020 be approved as presented.

Recorded**For****Against**

Huntley

X

Graham

X

Moore

X

Belch

X

McFadden

X

Results**5****0****Carried****6.2 Minutes of the Special Council Meeting held March 31, 2020**

R/06/04/20/03

Moved by: Graham

Seconded by: Huntley

That the minutes of the Special Council Meeting held March 31, 2020 be approved as presented.

Recorded**For****Against**

Graham

X

Moore

X

Belch

X

Huntley

X

McFadden	X	
Results	5	0

Carried

7. Minutes from Committees and Boards

7.1 Cavan Monaghan Public Library Board minutes of the meeting held February 18, 2020

R/06/04/20/04

Moved by: Graham

Seconded by: Moore

That the minutes of the Cavan Monaghan Public Library Board meeting held February 18, 2020 be received.

Recorded	For	Against
Moore	X	
Huntley	X	
Belch	X	
Graham	X	
McFadden	X	
Results	5	0

Carried

8. Reports

8.1 Report - Public Works-2020-04 Water Wastewater Allocation Policy and Water Wastewater Capacity and Allocation Assessment Millbrook

R/06/04/20/05

Moved by: Moore

Seconded by: Belch

That Council receive the Water and Wastewater Capacity and Allocation Assessment for Millbrook as information; and

That Council approve the updated Municipal Water and Wastewater Reserve Capacity Allocation Policy; and

That the Staff be directed to continue to obtain relevant data about the new developments, including measuring water and sewer flows, number of dwellings constructed and occupied, and dwelling population. This information is important for determining the per capita flows for water and wastewater for comparison to the modified D-5-1 efficiency assumptions; and

That Staff be directed to continue through the Township's Consultant - Cambium Inc. - to monitor sewer flows, and determine the impact of inflow and infiltration reduction programs; and

That Staff proceed to introduce programs/processes to implement additional approaches to address peak flows. These could include, but are not limited to private downspout and sump pump disconnection program, constructing a wastewater storage tank, or optimizing/re-rating the wastewater plant to assist in addressing the peak wastewater servicing limitation; and

That Township Staff be directed to provide Council with an annual uncommitted reserve capacity report annually; and

That Staff be directed to review annually, and update if necessary, its Wastewater and Water Reserve Capacity Allocation Policy to ensure it meets current objectives and is appropriate for the current rate of development in Millbrook; and

That Staff be directed to issue a Request for Proposals (RFP) for engineering services to complete a Water and Wastewater Master Servicing Plan that is compliant with Phases 1 and 2 of the Municipal Class Environmental Assessment (MECA) process and all other applicable regulations or legislation; and

That Staff bring back a report to Council as can be scheduled outlining strategies to achieve a reserve capacity of 1,625 ERU or more as part of Staff's report on the sewer flow monitoring; and

That Council approve the update to the User Fees and Charges By-law No. 2020-20 for the fee addition for Allocation requests of 1-5 units ERU and for 5 units ERU or greater, under the Planning Department Services section Planning Fees.

Recorded	For	Against
Belch	X	
Moore	X	
Huntley	X	
Graham	X	
McFadden	X	
Results	5	0

Carried

Mayor McFadden moved to 8.5 due to connection issues with Mr. Hancock.

8.5 Report - CAO-2020-03 Community Centre User Fees and Charges By-law Amendment

R/06/04/20/06

Moved by: Moore

Seconded by: Graham

That Council approve By-law No. 2020-20 being a by-law to amend By-law No. 2020-03 being a by-law to impose and consolidate User Fees and Charges; and

That Staff be directed to set up a meeting with the Executive of Millbrook & District Minor Hockey to discuss the financial commitment that was made toward the new Community Centre.

Recorded	For	Against
Graham	X	
Belch	X	
Huntley	X	
Moore	X	
McFadden	X	
Results	5	0

Carried

8.6 Report - CAO-2020 Report and Capital Status Update

R/06/04/20/07

Moved by: Moore

Seconded by: Huntley

That Council receive Report - CAO-2020 Report and Capital Status for information.

Recorded	For	Against
Moore	X	
Huntley	X	
Belch	X	
Graham	X	
McFadden	X	
Results	5	0

Carried

8.7 Council/Committee Verbal Reports

Deputy Mayor Graham spoke to the closure of some trails due to the spring thaw and asked everyone to use caution.

Councillor Huntley spoke to the BIA meeting that is planned via Zoom Technology.

Councillor Moore spoke to the Library Board and that they are looking into virtual meetings.

Councillor Belch indicated that the Ganaraska Conservation Authority is planning to hold a remote meeting this month.

R/06/04/20/08

Moved by: Moore

Seconded by: Graham

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

Recorded	For	Against
Belch	X	
Moore	X	
Huntley	X	
Graham	X	
McFadden	X	
Results	5	0

Carried

Councillor Belch left the meeting. (1:36 p.m.)

8.2 Report - Public Works-2020-05 Fill Management By-law

R/06/04/20/09

Moved by: Graham

Seconded by: Huntley

That Council adopt By-law No. 2020-19, being a by-law to Control the Dumping of Fill and Alteration of Grades in Cavan Monaghan and that By-law No. 2012-27 be repealed effective April 6, 2020; and

That Council approve the update to the User Fees and Charges By-law No. 2020-20 for the fee increase from 0.60 per m³ to 1.90 per m³ or fill greater than 500 m³, under the Planning Department Services section Site Alternation and Fill Control.

Recorded	For	Against
Huntley	X	
Graham	X	
Moore	X	
McFadden	X	
Results	4	0

Carried

Councillor Belch returned to the meeting (1:41 p.m.)

8.3 Report - Public Works-2020-06 Tender T-PW-20-02 Hot Mix Asphalt

R/06/04/20/10

Moved by: Huntley

Seconded by: Belch

That Council award the Hot Mix Asphalt Tender T-PW-20-02 to Coco Paving, for the amount of \$55,810.95 with H.S.T. of \$7,255.41. The total tender amount with net municipal H.S.T. and 20% contingency of \$11,162.19 is \$68,151.86.

Recorded	For	Against
Moore	X	
Graham	X	
Belch	X	
Huntley	X	
McFadden	X	
Results	5	0

Carried

8.4 Report - Public Works-2020-07 Tender T-PW-20-01 Slurry Seal

R/06/04/20/11

Moved by: Moore

Seconded by: Huntley

That Council award the Slurry Seal Tender T-PW-20-01 to Miller Paving LTD., for the amount of \$203,725.20 with H.S.T. of \$26,484.28. The total tender amount with the net municipal H.S.T. is \$207,310.76; and
That Council approve the reallocation of funds for the amount of \$25,000.00 from the Anne St. paving, account 02-5605-4112, to cover the additional costs.

Recorded	For	Against
Moore	X	
Belch	X	
Huntley	X	
Graham	X	

McFadden	X	
Results	5	0

Carried

Councillor Moore left the meeting. (2:05 p.m.)

9. General Business

Councillor Moore returned to the meeting. (2:11 p.m.)

9.1 COVID-19 - Mayor McFadden

R/06/04/20/12

Moved by: Belch

Seconded by: Moore

Whereas it has been identified in recent media reports that there are residents within Cavan Monaghan that have tested positive for COVID-19; Now therefore be it resolved that the Council of the Township of Cavan Monaghan request from Peterborough Public Health the procedures that are being put in place by Peterborough Public Health to ensure that those tested or assumed as positive for COVID-19 are maintaining mandatory self-isolation.

Recorded	For	Against
Graham	X	
Moore	X	
Belch	X	
Huntley	X	
McFadden	X	
Results	5	0

Carried

10. Correspondence for Information

There was no correspondence for information brought forward for discussion.

11. Correspondence for Action

There was no correspondence for action.

12. By-laws

12.1 By-law No. 2020-19 being a by-law to control the dumping of fill and alternation of grades

12.2 By-law No. 2020-20 being a by-law to amend By-law No. 2020-03 being a by-law to impose and consolidate user fees and charges

R/06/04/20/13

Moved by: Graham

Seconded by: Moore

That By-law No. 2020-19 being a by-law to control the dumping of fill and alteration of grades; and that By-law No. 2020-20 being a by-law to amend By-law No. 2020-03 being a by-law to impose and consolidate user fees and charges be read a first, second and third time and passed this 6th day of April, 2020 signed by the Mayor and Clerk and the Corporate Seal attached.

Recorded	For	Against
Moore	X	
Belch	X	
Graham	X	
Huntley	X	
McFadden	X	
Results	5	0

Carried

13. Unfinished Business

There was no unfinished business.

14. Notice of Motion

There were no notices of motion.

15. Confirming By-law

15.1 By-law No. 2020-21 being a by-law to confirm the proceedings of the regular meeting held April 6, 2020

R/06/04/20/14

Moved by: Graham

Seconded by: Moore

That By-law No. 2020-21 being a by-law to confirm the proceedings of the meeting held April 6, 2020 be read a first, second and third time and passed this 6th day of April, 2020 signed by the Mayor and Clerk and the Corporate Seal attached.

Recorded	For	Against
Huntley	X	

Belch	X	
Graham	X	
Moore	X	
McFadden	X	
Results	5	0

Carried

16. Adjournment

R/06/04/20/15

Moved by: Graham

Seconded by: Huntley

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 2:15 p.m.

Recorded	For	Against
Graham	X	
Belch	X	
Huntley	X	
Moore	X	
McFadden	X	
Results	5	0

Carried

Scott McFadden
Mayor

Elana Arthurs
Clerk