



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

**Tuesday, September 6, 2022  
12:00 p.m.  
Remote Locations**

**Those members in attendance were:**

Council	Scott McFadden	Mayor
	Matthew Graham	Deputy Mayor
	Bill Shaw	Councillor
	Tim Belch	Councillor
	Ryan Huntley	Councillor
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Karlle Cornish-Tkalec	Deputy Clerk/Corporate Services Administrator
	Karen Ellis	Director of Planning
	Chris Allison	Manager of Parks and Facilities
	Wayne Hancock	Director of Public Works
	Kimberley Pope	Director of Finance/Treasurer
	John Connolly	Executive Director of Planning and Development
	Kyle Phillips	Chief Building Official/By-law Enforcement

**1. Open Session**

**2. Call to Order**

Mayor McFadden called the meeting to order at 12:01 p.m.

**3. Approval of the Agenda**

R-2022-308

Moved by: Graham

Seconded by: Belch

That the agenda for the Regular Council meeting 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>

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

There were no pecuniary interests noted.

**5. Closed Session**

**5.1 Resolution to move into Closed Session**

R-2022-309

Moved by: Graham

Seconded by: Shaw

That the Council for the Township of Cavan Monaghan move into Closed Session under Section 239(2) of the Municipal Act (2001), as amended, to consider:

a proposed or pending acquisition or disposition of land by the municipality or local board.

<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>

**5.2 Minutes of the Closed Session held August 2, 2022**

**5.3 Report - Corporate Services 2022-15 RFP-CS-22-01 Sale and Redevelopment of Municipally-owned Lands 1066 Syer Line Follow-up Report**

Mayor McFadden recessed until 1:00 p.m. (12:16 p.m.)

**6. Report from Closed Session**

There was no report from Closed Session.

**7. Presentation**

**7.1 Jamie Schmale, Member of Parliament - Proposed Federal Electoral Map**

Jamie Schmale, Member of Parliament for the Haliburton-Kawartha Lakes-Brock riding and was in attendance to speak to the proposed Federal Electoral Map's proposed boundaries.

R-2022-310

Moved by: Graham

Seconded by: Shaw

That Council for the Township of Cavan Monaghan receive the delegation for information from Jamie Schmale, MP; and

That Council request Staff to register to participate and speak at the Virtual Public hearing participation forum for Federal Electoral Districts Redistribution 2022 on October 29th.

<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>

## 8. Delegations

### 8.1 John Workman - Speed Reduction on Stewart Line in Cavan

R-2022-311

Moved by: Graham

Seconded by: Huntley

That Council receive the delegation for information from John Workman on speed reduction on Stewart Line and direct the Director of Public Works to include it as part of the annual review of the Traffic and Parking By-law.

<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>

### 8.2 Alex Schmidt - Ganny Enduro MTB Race

R-2022-312

Moved by: Graham

Seconded by: Belch

That the Ganny Enduro Race information presented by Alex Schmidt be

supported by Council in principle subject to Staff satisfaction and Millbrook Agricultural Society confirmed support and that there is proper signage, parking, insurance and safety precautions in place; and  
That the information be forwarded to the Millbrook Valley Trails Advisory Committee.

<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>

## 9. Public Meeting

### 9.1 Resolution to open the Public Meeting

R-2022-313

Moved by: Graham

Seconded by: Belch

That the Public Meeting be opened as per Section 34 of the Planning Act, R.S.O. 1990 P.13, as amended.

<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>

### 9.2 Report - Planning 2022-42 Plumpton Zoning By-law Amendment

Karen Ellis, Director of Planning outlined that Darrel Plumpton applied to the Township of Cavan Monaghan for a zoning by-law amendment. The Application applies to lands located at 16 Frederick Street in Millbrook as identified by property roll number 1509-020-010-155-00. The Zoning By-law Amendment is required to permit the construction of a detached garage with an accessory apartment on the second floor on the subject property.

The subject property is approximately 0.31 hectares (0.76 acres) in size with approximately 21.3 metres (70 feet) of frontage on Frederick Street. The property is developed with a single detached dwelling approximately 111.5 square metres (1200 square feet) in size (main level) and a

detached garage, approximately 36.8 square metres (396 square feet) in size. The dwelling is serviced with municipal piped water and sewer services and Frederick Street is a year round municipally maintained road. The owner is proposing to demolish the existing detached garage and replace it with a new accessory building approximately 80.3 square metres (864 square feet) in size. The new building will be two storeys. The proposed accessory apartment will be located on the second floor of the accessory building. The purpose of the proposed amendment is to rezone the subject lands to permit an accessory apartment within a portion of a new detached garage as a temporary use for a period of up to three years.

The subject property is zoned “Urban Residential One (UR1) Zone” and the Natural Linkage (NL) Zone as displayed on Map F-2A of By-law No. 2018-58, as amended. Currently, By-law No. 2018-58, as amended, permits a maximum of one accessory apartment within a detached dwelling. Unless expressly permitted by the By-law, no accessory building or structure can be used for human habitation. The Township Official Plan (S. 3.9) permits separate accessory apartments on a temporary basis only. A Temporary Use By-law is required to permit an accessory dwelling unit in an accessory building. The Amendment seeks to provide relief from Section 11.2 of By-law No. 2018-58, as amended, to allow the accessory apartment to be located within a detached accessory building. The subject property is proposed to be rezoned from the Urban Residential One (UR1) Zone to the Urban Residential One Exception Ten Temporary Use Six (UR1-10-T6) Zone to permit an accessory apartment within a portion of the new detached garage as a temporary use for a period of up to three (3) years.

### **9.3 Questions/Comments from members of Council**

Deputy Mayor Graham questioned if there was the ability to extend the road/driveway to access the dwelling in case of emergency.

Councillor Huntley asked if the Official Plan gets updated to remove the three-year time limit, would this property have the time limit automatically removed.

Mayor McFadden asked if regular Development Charges would apply to this application. Asked for clarification that no Development Charges would be applied for the use of water and wastewater allocations.

### **9.4 Questions/Comments from members of the Public**

There were no questions or comments from members of the Public.

### **9.5 Consideration of the Report**

Councillor Belch left the meeting 2:01 p.m.

R-2022-314

Moved by: Graham

Seconded by: Huntley

That Council receive all comments related to Zoning By-law Amendment Application ZBA-05-22; 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>
Huntley	X	
Graham	X	
Shaw	X	
McFadden	X	
<b>Results</b>	<b>4</b>	<b>0</b>
		<b>Carried</b>

#### **9.6 Resolution to close the Public Meeting**

R-2022-315

Moved by: Graham

Seconded by: Shaw

That the Public Meeting be closed.

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

Councillor Belch returned to the meeting 2:04 p.m.

R-2022-316

Moved by: Graham

Seconded by: Huntley

That Council direct the Director of Public Works to create a policy to outline the process to address accessory suits and allocation of Water and Wastewater including Development Charges.

<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>

## 10. Minutes

### 10.1 Minutes of the Regular Meeting held August 2, 2022

R-2022-317

Moved by: Graham

Seconded by: Shaw

That the minutes of the regular meeting held August 2, 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>

## 11. Reports

### 11.1 Report - Finance 2022-15 Actual to Budget, January to June 2022

R-2022-318

Moved by: Shaw

Seconded by: Huntley

That Council receives the Actual to Budget, for the period of January 1 to June 30, 2022.

<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>

### 11.2 Report - Finance 2022-16 Rehabilitation of Main Street Watermain, Investing in Canada Infrastructure Program (ICIP) Green Funding

R-2022-319

Moved by: Shaw

Seconded by: Belch

As Council approved the rehabilitation of Main Street Watermain of \$312,500 in the Water and Wastewater 2022 Capital Budget on February 22, 2022 which identified the Investing in Canada Infrastructure Program (ICIP) Green application (September 2021), as provincially nominated (January 2022), and federal approval notice confirmed (April 2022); and

Be it therefore resolved that the Township of Cavan Monaghan is committed to the completion of the rehabilitation of Main Street Watermain with reimbursement eligibility of \$229,156, through the ICIP Green funding, for costs and contracts incurred on or after March 2, 2022; and

Be it further resolved that the Corporation of the Township of Cavan Monaghan will enter into a Transfer Payment Agreement (TPA) with the Province meeting the conditions outlined therein as signed by the Mayor and Clerk.

<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>

### **11.3 Report - Planning 2022-44 Second Quarter Activity Report - Building, Economic Development and Planning**

R-2022-320

Moved by: Shaw

Seconded by: Graham

That Council receives Report Planning 2022-44 Second Quarter Activity Report – Building, Economic Development & Planning 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>
		<b>Carried</b>

### **11.4 Report - Planning 2022-34 Transport Pathways By-law**

Terry Cox from ORCA joined the meeting to speak about what a Transport Pathway is and why the By-law is important.

R-2022-321

Moved by: Shaw

Seconded by: Huntley

That By-law No. 2022-51 be approved to prohibit the establishment of



transport pathways that increase vulnerability of the Township's municipal drinking water sources.

<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>

**11.5 Report - Planning 2022-43 Cameron Court (Cameron (Ida) Subdivision Agreement**

R-2022-322

Moved by: Graham

Seconded by: Huntley

That Council recognize Cameron Court as the road name for Street A in Subdivision Application 15T-15001; and

That By-law No. 2022-52 be approved to authorize the Mayor and Clerk to sign the Subdivision Agreement between Ian Malcolm Cameron, 1494339 Ontario Limited and the Corporation of the Township of Cavan Monaghan with the insertion of final financial numbers and other minor edits authorized by the Township Solicitor and/or C.A.O.

<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>

**11.6 Report - ECD 2022-07 Community Improvement Plan Expansion**

R-2022-323

Moved by: Graham

Seconded by: Shaw

That Council adopt By-law No. 2022-53 being a by-law to adopt a Community Improvement Plan; and

That Council adopt By-law No. 2022-54 being a by-law to Designate Community Improvement Project Areas; and

That Council authorizes Staff, as directed by the C.A.O., to establish a CIP Implementation Committee and assign a Community Improvement Administrator to assist with the implementation of the Millbrook Community Improvement Plan.

<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>

**11.7 Report - Public Works 2022-18 Waste Management One Year Contract Extension with Wither Waste Management**

R-2022-324

Moved by: Graham

Seconded by: Shaw

That Council approve a one (1) year contract extension with Withers Waste Management for curbside collection and disposal services from September 9, 2022 until September 9, 2023; and

That the Clerk and Mayor be authorized to sign By-law No. 2022-56 being a by-law to execute a Waste Management Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd., o/a Withers Waste Management, for waste collection and disposal services.

<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>

**11.8 Report - Corporate Services 2022-16 Compliance Audit Committee 2022 Municipal Election**

R-2022-325

Moved by: Graham

Seconded by: Huntley

That Council approve By-law No. 2022-55 being a by-law to appoint members to a Compliance Audit Committee, for the 2022 Municipal Election.

<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>

**11.9 Report - Corporate Services 2022-17 Millbrook Agricultural Society Event – 1st Annual Kicking COVID Down the Track Truck and Tractor Pull**

R-2022-326

Moved by: Graham

Seconded by: Belch

That Council for the Township of Cavan Monaghan designate the event hosted by the Millbrook Agricultural Society on October 14<sup>th</sup> and 15<sup>th</sup>, 2022 as a Municipally Significant Event; and

The Millbrook Agricultural Society be responsible for two (2) police officers and the policing costs associated during the hours of operation for the refreshment area that will serve alcohol on both October 14 and October 15 from 5:30 p.m. to 12:00 a.m.

<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>

**11.10 Report - CAO Report and Capital Status**

R-2022-327

Moved by: Shaw

Seconded by: Belch

That Council receives Report – CAO Report and Capital Status 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>
		<b>Carried</b>

### 11.11 Council/Committee Verbal Reports

Councillor Belch noted the hopes to have the Ganaraska Forest cleaned up to open again in September.

Deputy Mayor Graham noted the next Millbrook Valley Trails Advisory Committee meeting at the end of the month.

Mayor McFadden noted the Library Board meets later this month.

R-2022-328

Moved by: Shaw

Seconded by: Belch

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

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

### 12. General Business

There was no General Business.

### 13. Correspondence for Information

There was no Correspondence for Information.

### 14. Correspondence for Action

#### 14.1 Notice of Application for Zoning By-law Amendment and Draft Plan of Subdivision Approval- 1071, 1117 and 1151 Brealey Drive, Peterborough

R-2022-329

Moved by: Graham

Seconded by: Belch

That Council direct Staff to send a letter of support to the City of Peterborough outlining:

Whereas the City of Peterborough have received an application for residential development adjacent to our Crestwood Community; and  
Whereas the lands in question are ideal for residential development from a servicing location and need for affordable family housing; and  
Whereas there are both an elementary and a secondary school within a short walk to this site; and

Whereas Brealey Drive has public transit allowing east access to Fleming

College;

Now Therefore be it resolved that the Township of Cavan Monaghan have no objection to this plan and encourage the City of Peterborough to make this an affordable family community.

<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>

**14.2 Richard Weldon, Kawartha Downs - Request for Support Letter**

R-2022-330

Moved by: Huntley

Seconded by: Shaw

That Council receives the letter for support from Richard Weldon as information and direct Staff to follow up with Mr. Weldon regarding the Regional Facility request.

<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>

**15. By-laws**

- 15.1 By-law No. 2022-51 being a by-law to prohibit the establishment of transport pathways that increase the vulnerability of municipal drinking water sources**
- 15.2 By-law No. 2022-52 being a by-law to authorize the execution of a Subdivision Agreement between Ian Malcom Cameron and 1494339 Ontario Ltd. (Subdivider) and the Corporation of the Township of Cavan Monaghan (Municipality)**
- 15.3 By-law No. 2022-53 being a by-law to adopt a Community Improvement Plan**
- 15.4 By-law No. 2022-54 being a by-law to Designate Community Improvement Project Areas**
- 15.5 By-law No. 2022-55 being a by-law to Appoint Members to the Compliance Audit Committee for the 2022 Municipal Election**

**15.6 By-law No. 2022-56 being a by-law to execute a Waste Management Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd., o/a Withers Waste Management, for curbside waste collection and disposal services**

R-2022-331

Moved by: Graham

Seconded by: Shaw

That By-law No. 2022-51 being a by-law to prohibit the establishment of transport pathways that increase the vulnerability of municipal drinking water sources and that By-law No. 2022-52 being a by-law to authorize the execution of a Subdivision Agreement between Ian Malcom Cameron and 1494339 Ontario Ltd. (Subdivider) and the Corporation of the Township of Cavan Monaghan (Municipality) and that By-law No. 2022-53 being a by-law to adopt a Community Improvement Plan and that By-law No. 2022-54 being a by-law to Designate Community Improvement Project Areas and that By-law No. 2022-55 being a by-law to Appoint Members to the Compliance Audit Committee for the 2022 Municipal Election and that By-law No. 2022-56 being a by-law to execute a Waste Management Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd., o/a Withers Waste Management, for curbside waste collection and disposal services be read a first, second and third time and passed this 6<sup>th</sup> day of September signed by the Mayor and Clerk and the Corporate Seal attached.

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

**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. 2022-57 being a by-law to confirm the proceedings of the meeting held September 6, 2022**

R-2022-332

Moved by: Graham

Seconded by: Belch

That By-law No. 2022-57 being a by-law to confirm the proceedings of the meeting held September 6, 2022 be read a first, second and third time and passed this 6<sup>th</sup> day of September signed by the Mayor and Clerk and the Corporate Seal attached.

<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>

**19. Adjournment**

R-2022-333

Moved by: Shaw

Seconded by: Huntley

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 3:00 p.m.

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

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**Scott McFadden**  
**Mayor**

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**Cindy Page**  
**Clerk**