



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

**Monday, May 1, 2023
11:00 a.m.
Council Chambers**

Those members in attendance were:

Council	Matthew Graham	Mayor
	Ryan Huntley	Deputy Mayor
	Nelson Edgerton	Councillor
	Gerry Byrne	Councillor
	Lance Nachoff	Councillor
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Karlie Cornish-Tkalec	Deputy Clerk/Corporate Services Administrator
	Drew Hutchison	Engineering Technician
	Wayne Hancock	Director of Public Works
	John Connolly	Executive Director of Planning and Development
	Chris Allison	Park & Facilities Manager
	Brigid Ayotte	Economic Development Communications Officer

1. Call to Order

Mayor Graham called the meeting to order at 11:00 a.m.

2. Land Acknowledgement

Mayor Graham recited the Land Acknowledgement.

3. Approval of the Agenda

R-2023-114

Moved by: Huntley

Seconded by: Nachoff

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

Carried

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-2023-115

Moved by: Huntley

Seconded by: Nachoff

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; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

5.2 Minutes of the Closed Session held March 20, 2023

5.3 Aird & Berliss LLP, RE: Sale and Redevelopment of Municipally-owned lands 1066 Syer Line

Council adjourned until 1:00 p.m. (12:02 p.m.)

Council reconvened at 1:00 p.m.

6. Report from Closed Session

There was no report from Closed Session.

7. Delegations

7.1 Nancy Hurley - Old Millbrook School EarlyON Child and Family Centre

R-2023-116

Moved by: Byrne

Seconded by: Huntley

That Council receives the delegation from Nancy Hurley on behalf of Old Millbrook School EarlyON Child and Family Centre for information and add the request for a Shade Structure to the 2024 Capital Budget for discussion and that Staff explore a temporary option for 2023.

Carried

8. Minutes

8.1 Minutes of the Regular Meeting held April 3, 2023

R-2023-117

Moved by: Huntley

Seconded by: Nachoff

That the minutes of the Regular Meeting held April 3, 2023 be approved as presented.

Carried

9. Reports

9.1 Report - Finance 2023-05 Actual to Budget, January to March 2023

R-2023-118

Moved by: Huntley

Seconded by: Edgerton

That Council receives the Actual to Budget Report, for the period of January 1 to March 31, 2023.

Carried

9.2 Report - Parks and Facilities 2023-02 Parks and Recreation Plan - Phase One Community Engagement and Millbrook Arena Update

R-2023-119

Moved by: Nachoff

Seconded by: Huntley

That Council allow Robert Lockhart of Rethink Group to speak to the process around the Community Forum for the Park and Recreation Vision 2035 being held May 10.

Carried

R-2023-120

Moved by: Huntley

Seconded by: Nachoff

That Council receive the report Parks and Facilities 2023-02 on the Phase One Community Engagement for information.

Carried

9.3 Report - PEB 2023-17 Springville Heights Subdivision (Woodview Properties Inc.) Pre-Servicing Agreement

R-2023-121

Moved by: Nachoff

Seconded by: Huntley

That By-law No. 2023-29 be approved to authorize the Mayor and Clerk to sign the Pre-Servicing Agreement between Woodview Properties Inc. and the Township of Cavan Monaghan with the insertion of final financial numbers authorized by the Township Solicitor and/or C.A.O.

Carried

9.4 Report - PEB 2023-18 First Quarter Activity Report - Planning, Economic Development and Building

R-2023-122

Moved by: Edgerton

Seconded by: Nachoff

That Council receive Report PEB 2023-18 First Quarter Activity Report –

Planning, Economic Development & Building (PEB) for information.

Carried

9.5 Report - Public Works 2023-12 County of Peterborough Cooperative Tender T-02-2023 Surface Treatment

R-2023-123

Moved by: Nachoff

Seconded by: Edgerton

That Council award the Cavan Monaghan portion of Peterborough County cooperative Tender T-02-2023 to Dufferin Construction Company at the lowest tender amount of \$372,736.00 with H.S.T. of \$48,455.62. The total tender amount with the net municipal H.S.T. is \$379,296.15; and

That Council approves a 10% Contingency in the amount of \$37,929.62 for this project. The total amount for approval including contingencies is \$417,225.77; and

That Council receives this report as per the approved amount of \$385,000.00 in the 2023 Capital Budget for Surface Treatment and approves the surplus funds transfer of \$19,232.85 (Slurry Seal 2023 Capital Budget), and transfer \$12,992.92 from the CCBF - Canada Community-Building Fund (formerly Federal Gas Tax) revising the total available budget for Surface Treatment to \$417,225.77.

Carried

9.6 Report - Public Works 2023-02 Request to Stop Up, Close and Sell Township Road Allowance – Described as Former Jamieson Street and Former Workman Street

R-2023-124

Moved by: Byrne

Seconded by: Nachoff

That Council deem the Township road allowance described as Part 4 on the draft plan as surplus; and

That Council deem the Township road allowance described as the former Jamieson Street and the former Workman Street as surplus; and

That Council hereby stop up and close these unopened road allowances as described on the draft reference plan and as described on Service Ontario plan and that a By-law be brought forward when this reference plan is registered to stop up, to close and to sell the road allowance in accordance with the requirements of the Municipal Act; and

That Council direct staff to not proceed with a formal appraisal for these lands; and

That Council direct staff to sell the property at the value of \$11,000.00. This land value is based on the land area of 1.1 acres and the real estate valuation of \$10,000.00 per acre for agricultural land value for this area; and

That all of the costs associated with stopping up, closing and selling the

road allowance be the sole responsibility of the purchaser.

Carried

9.7 Report - Corporate Services 2023-04 4th Line Theatre 2023 Summer Season - Community Festival Designation

R-2023-125

Moved by: Nachoff

Seconded by: Huntley

That the Township of Cavan Monaghan designate the 4th Line Theatre's 2023 Summer Season as a Community Festival and municipally significant; and

That Council direct staff to send a letter with the following information included; 4th Line Theatre Company is a not-for-profit summer theatre company whose summer season events have attracted thousands of tourists to our municipality, a number which has grown every year since 1992, when 4th Line Theatre was founded. 4th Line Theatre is requesting more than 12 days of special occasion permits from the Alcohol and Gaming Commission in order to serve alcohol for all 42 performances this 2023 Summer Season at the Winslow farm, as they have successfully secured and managed more than 12 special occasion permits without fault each summer season for several years running. The proceeds raised by the sale of alcohol during 4th Line Theatre's 2023 Summer Season event is crucial to the financial success of the event, and ultimately, the company itself, which, in turn, directly affects the economic growth of our municipality. 4th Line Theatre's 2023 Summer Season event consists of 42 performance dates, which are: June 27, June 28, June 29, June 30, July 1, July 4, July 5, July 6, July 7, July 8, July 11, July 12, July 13, July 14, July 15, July 17, July 18, July 19, July 20, July 21, July 22, August 1, August 2, August 3, August 4, August 5, August 8, August 9, August 10, August 11, August 12, August 15, August 16, August 17, August 18, August 19, August 21, August 22, August 23, August 24, August 25, August 26.

Carried

9.8 Report - Corporate Services 2023-05 Financial Compliance Report - 2022 Municipal Election

R-2023-126

Moved by: Edgerton

Seconded by: Nachoff

That Council receive report Corporate Services 2023-05 for information.

Carried

9.9 Report - Corporate Services 2023-06 172nd Millbrook Fair - Community Festival Designation

R-2023-127

Moved by: Huntley

Seconded by: Nachoff

That the Township of Cavan Monaghan designate the 172nd Millbrook Fair as a Community Festival and municipally significant; and That the Millbrook Agricultural Society be responsible for policing costs during the hours of operation of the Beer Barn and Traxside Lounge; and That the Community Festival Designation be conditional upon written approval from the Peterborough Police with the minimum police presence on the Fairgrounds being as follows:

Two (2) Officers on June 8th from 5:00 p.m. to 12:00 a.m.

Four (4) Officers on June 9th from 5:00 p.m. to 2:00 a.m.

Four (4) Officers on June 10th from 12:00 p.m. to 2:00 a.m.

Two (2) Officers on June 11th from 12:00 p.m. to 5:30 p.m.

Carried

9.10 Council/Committee Verbal Reports

Councillor Nachoff provided the status update on the Ganaraska Forest reopening since the storm in 2022 noting that 95% of the trails are open to the public and the remaining 5% are private owners.

Mayor Graham spoke to the first dedicated meeting of the Cavan Monaghan Public Library Board to review the Library's Strategic Plan with the new Board member and his attendance in the absence of Councillor Nachoff at the Millbrook Valley Trails Advisory Committee meeting noting that May 6 is the Work Day.

R-2023-128

Moved by: Nachoff

Seconded by: Huntley

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

Carried

10. General Business

There was no general business.

11. Correspondence for Information

There was no correspondence for information.

12. Correspondence for Action

12.1 Peterborough County Plowmen's Association Letter of Request

R-2023-129

Moved by: Byrne

Seconded by: Edgerton

That Council support the success of the Peterborough County Plowmen's Association 2023 Plowing Match and make a donation of \$200 to be

funded from the GL # 01-4780-3150.

Carried

12.2 Cavan Calling Festival in Cavan, Ireland from 26th to 30th July 2023

R-2023-130

Moved by: Byrne

Seconded by: Huntley

That Staff send a letter of thanks for the invitation to Cavan Calling Festival in Cavan, Ireland from 26th to 30th July 2023 along with a photograph from their visit to our Township as we want to wish our friends in Ireland great success in bringing everyone together to celebrate our ancestry.

Carried

13. By-laws

13.1 By-law No. 2023-29 being a by-law to authorize the execution of a Pre-Servicing Agreement between Woodview Properties Inc. (Subdivider) and the Township of Cavan Monaghan (Municipality)

R-2023-131

Moved by: Huntley

Seconded by: Nachoff

That By-law No. 2023-29 being a by-law to authorize the execution of a Pre-Servicing Agreement between Woodview Properties Inc. (Subdivider) and the Township of Cavan Monaghan (Municipality) be read a first, second and third time and passed this 1st day of May signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

14. Unfinished Business

There was no unfinished business.

15. Notice of Motion

There were no notices of motion.

16. Confirming By-law

16.1 By-law No. 2023-30 being a by-law to confirm the proceedings of the meeting held May 1, 2023

R-2023-132

Moved by: Byrne

Seconded by: Nachoff

That By-law No. 2023-30 being a by-law to confirm the proceedings of the

meeting held May 1, 2023 be read a first, second and third time and passed this 1st day of May signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

17. Adjournment

R-2023-133

Moved by: Edgerton

Seconded by: Nachoff

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 2:19 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk