

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

**Monday, February 5, 2024  
10:30 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
	Brigid Ayotte	Economic Development & Communications
		Officer

**1. Call to Order**

Mayor Graham called the meeting to order at 10:30 a.m.

**2. Land Acknowledgement**

Mayor Graham recited the land acknowledgement.

**3. Approval of the Agenda**

R-2024-29

Moved by: Byrne

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-2024-30

Moved by: Byrne

Seconded by: Huntley

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:

personal matters about an identifiable individual, including municipal or local board employees; and

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

**Carried**

**5.2 Minutes of the Closed Session held October 16, 2023**

**5.3 Report - Corporate Services 2024-01 Municipal Revitalization and Heritage Advisory Committee and the Business Improvement Area (B.I.A.) Board of Management Vacancy Appointments**

**5.4 Personal Matter**

**5.5 Proposed Property Acquisition**

Council adjourned until 1:00 p.m. (11:48 a.m.)

**6. Open Session at 1:00 p.m.**

**7. Report from Closed Session**

R-2024-31

Moved by: Byrne

Seconded by: Huntley

That Council appoints Catherine Buckham to the Municipal Revitalization and Heritage Advisory Committee and Stacey Knight to the Business Improvement Area (B.I.A.) Board of Management for the 2022-2026 term of Council.

**Carried**

**8. Minutes**

**8.1 Minutes of the Regular Meeting held January 15, 2024**

**8.2 Minutes of the Special Budget Meeting January 25, 2024 at 1:00 p.m.**

**8.3 Minutes of the Special Budget Meeting January 25, 2024 at 6:00 p.m.**

R-2024-32

Moved by: Byrne

Seconded by: Edgerton

That the minutes of the Regular Meeting held January 15, 2024 and the minutes of the Special Budget Meeting held January 25, 2024 at 1:00 p.m. and Special Budget Meeting January 25, 2024 at 6:00 p.m. be approved as presented.

**Carried**

**9. Minutes from Committees and Boards**

**9.1 Millbrook Downtown BIA Board of Management Meeting Minutes of June 1, July 6, August 10, September 14, October 5, November 2, November 9 and December 14, 2023**

R-2024-33

Moved by: Huntley

Seconded by: Nachoff

That the minutes of the Millbrook Downtown BIA Board of Management Meetings held on June 1, July 6, August 10, September 14, October 5, November 2, November 9 and December 14, 2023 be received for information.

**Carried**

**9.2 Cavan Monaghan Public Library Board Meeting Minutes of December 19, 2023 and the Special Meeting Minutes of January 9, 2024**

R-2024-34

Moved by: Nachoff

Seconded by: Byrne

That the minutes of the Cavan Monaghan Public Library Board Meeting held on December 19, 2023 and the Special Meeting Minutes of January 9, 2024 be received for information.

**Carried**

**10. Reports**

**10.1 Report - PEB 2024-04 Road Occupancy Permits for 2024 Events**

R-2024-35

Moved by: Byrne

Seconded by: Edgerton

That Council authorize staff to issue Road Occupancy Permits for Special Events on County Roads in the Township for events/festivals in 2024 as outlined below; and

That the Township of Cavan Monaghan provide a Certificate of Insurance to the County of Peterborough for the listed 2024 Events/Festivals as outlined:

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location/Closures</b>
June 8	9:00 a.m. – 3:00 p.m.	Millbrook Fair Parade	King Street from Tupper Street to Main Street, South on Main Street to Frederick Street East on Frederick Street to Fairgrounds.
July 6	6:00 a.m. – 6:00 p.m.	Millbrook Legion Car Show	King Street from Tupper Street to Union Street, Distillery Street from Anne

July 25	12:00 p.m. – 10:00 p.m.	Ladies Night	Street to King Street, Hay Street
September 14 (TBD)	9:00 a.m. – 9:00 p.m.	Harvest Table Dinner	King Street from Tupper Street to Union Street
October 5	9:00 a.m. – 9:00 p.m.	Fall Festival (BIA)	King Street from Tupper Street to Union Street
November 11	9:00 a.m. – 1:00 p.m.	Remembrance Day Parade	King Street from Tupper Street to Union Street
December 5	4:00 p.m. – 9:00 p.m.	Christmas In the Village	King Street from Tupper Street to Union Street
December 7	11:00 a.m. – 2:00 p.m.	Santa Claus Parade	Gathers at the Millbrook Christian Assembly, travels east on King Street to Needler's Lane in behind the arena

**Carried**

## **10.2 Council/Committee Verbal Reports**

Councillor Edgerton provided an update from the MRHAC meeting held on January 18 noting the resignation of Chair Peter Ramsay and the appointment of the new Chair Ashley Stewart (former Vice Chair) and the appointment of the new Vice Chair John Collver. The Committee discussed the Porch Light Project and the Restoration of the Bell that were not approved during the Budget process. Councillor Edgerton spoke to the Heritage Awards and encouraged application for nominations to be submitted to the Township.

Councillor Nachoff spoke to the upcoming Special Services Advisory Committee being held on February 6, noting he will report back with updates.

Councillor Byrne spoke to his attendance at an event held by the Maple Leaf Cavan FC at Kawartha Downs noting the great turn out and event, and thanked their volunteer staff.

Mayor Graham spoke to his meeting with the Medical Board and their year end, as well as attending the Library Board Meeting which they further discussed refinements of the Strategic Plan and hope to finalize it at the upcoming Board meeting.

R-2024-36

Moved by: Byrne

Seconded by: Nachoff

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

**Carried**

**11. General Business**

There was no General Business.

**12. Correspondence for Information**

There was no Correspondence for Information.

**13. Correspondence for Action**

**13.1 County of Prince Edward Resolution Re: Province to expand the life span of Fire Apparatus**

R-2024-37

Moved by: Edgerton

Seconded by: Byrne

That Council for the Township of Cavan Monaghan send a letter of support to the County of Prince Edward supporting their resolution to expand the life span of Fire Apparatus.

**Carried**

**13.2 County Road 10 Lane Width and Intersection of County Road 10 and Fallis Line - Yvette Hurley**

R-2024-38

Moved by: Byrne

Seconded by: Nachoff

That Council of the Township of Cavan Monaghan send a letter to the County of Peterborough and request that Peterborough County accelerate the County Road 10, Millbrook, Corridor Study from 2025 to 2024 to guide and support the forthcoming and future development in the Millbrook area as identified in the County's Transportation Master Plan update; and That the County of Peterborough consider extending the study from Fallis Line to Highlands Street North given the new growth including the new Fire and Ambulance Station.

**Carried**

**14. By-laws**

There were no By-laws for review.

**15. Unfinished Business**

There was no Unfinished Business.

**16. Notice of Motion**

There were no Notices of Motion.

**17. Confirming By-law**

**17.1 By-law No. 2024-07 being a by-law to confirm the proceedings of the meeting held February 5, 2024**

R-2024-39

Moved by: Huntley

Seconded by: Nachoff

That By-law No. 2024-07 being a by-law to confirm the proceedings of the meeting held February 5, 2024 be read a first, second and third time and passed this 5th day of February signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**18. Adjournment**

R-2024-40

Moved by: Huntley

Seconded by: Edgerton

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 1:18 p.m.

**Carried**

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**Matthew Graham**  
**Mayor**

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**Cindy Page**  
**Clerk**