



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

**Tuesday, February 20, 2024  
12:00 p.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 Hartman	Deputy Clerk
	Karen Ellis	Director of Planning
	Matt Wilkinson	Planner
	Wayne Hancock	Director of Public Works
	Kimberley Pope	Director of Finance/Treasurer

**1. Call to Order**

Mayor Graham called the meeting to order at 12:00 p.m.

**2. Land Acknowledgement**

Mayor Graham recited the land acknowledgement.

**3. Approval of the Agenda**

R-2024-41

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-2024-42

Moved by: Byrne

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 February 5, 2024**

**5.3 Proposed Property Acquisition Update**

**5.4 Aird & Berlis LLP, Re: Sale and Redevelopment of Municipally-owned lands 1066 Syer Line**

Council adjourned until 1:00 p.m. (12:15 p.m.)

**6. Report from Closed Session**

There was no report from Closed Session.

**7. Public Meeting**

**7.1 Resolution to open the Public Meeting**

R-2024-43

Moved by: Byrne

Seconded by: Huntley

That the Public Meeting be opened in accordance with Section 34 of the Planning Act, R.S.O. 1990.

**Carried**

**7.2 Report - PEB 2024-05 Watson -Temporary Garden Suite Zoning By-law Amendment**

Matt Wilkinson, Planner spoke the Zoning By-law Amendment application submitted by the landowner Michelle Watson on January 19, 2024 for lands in part of Lot 8, Concession 7 (Cavan), known municipally as 584 Larmer Line. The Application was deemed complete on January 22, 2024. The Zoning By-law Amendment is required to permit the temporary use of a garden suite for a period of up to twenty (20) years on the property. The Amendment will also permit the garden suite to be located a maximum of five (5) metres closer to the front lot line than the existing dwelling.

The property is currently developed with a single detached dwelling and

an accessory building. The accessory building will be removed to accommodate the establishment of the garden suite on the property.

As drafted, By-law No. 2024-08 will rezone a portion of the subject lands from the Rural Residential (RR) Zone to the Rural Residential Exception Twenty-nine Temporary Use Six (RR-29-T6) Zone.

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

There were no questions or comments from members of Council.

**7.4 Questions/Comments from members of Public**

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

**7.5 Consideration of the Report**

R-2024-44

Moved by: Byrne

Seconded by: Huntley

That By-law No. 2024-08 be approved to rezone a portion of the subject lands from the Rural Residential (RR) Zone to the Rural Residential Exception Twenty-nine Temporary Use Six (RR-29-T6) Zone.

**Carried**

**7.6 Resolution to close the Public Meeting**

R-2024-45

Moved by: Huntley

Seconded by: Nachoff

That the Public Meeting be closed.

**Carried**

**8. Public Input**

**8.1 Resolution to open the meeting for public input**

R-2024-46

Moved by: Byrne

Seconded by: Nachoff

That the meeting be opened for public input.

**Carried**

**8.2 Report - PEB 2024-06 OPA Vargas Properties Inc. Official Plan Amendment and Plan of Subdivision Applications Report-File Nos. OPA-04-21 and 15T-21005**

Michael Testaguzza, Planner for The Biglieri Group was in attendance to speak to the applications.

Karen Ellis, Director of Planning Works reviewed the report outlining the Vargas Properties Inc. Official Plan Amendment and Plan of Subdivision

Applications Report-File Nos. OPA-04-21 and 15T-21005. Ms. Ellis spoke to the Ministerial Order on the lands and the process to date.

**8.3 Members from the public wishing to speak**

Steve Warner, 28 Huston Street, Millbrook  
Malcom Byard, 889 Hwy 7A, Cavan  
Perry Armstrong, 651 Fallis Line, Millbrook

**8.4 Consideration of the Report**

R-2024-47

Moved by: Huntley

Seconded by: Nachoff

That Council approve By-law No. 2024-09 to adopt Official Plan Amendment No.15 to the Township of Cavan Monaghan; and

That Council authorize the submission of the adopted Official Plan Amendment to Peterborough County for review and approval; and

That Council receive and consider any public comments received on February 20, 2024; and

That Council support the approval of Application 15T-21-005 subject to the draft plan conditions provided in Attachment No. 6 to this Report and any revisions thereto required from public comment received on February 20, 2024.

**Carried**

**8.5 Report - PEB 2024-07 CSU Developments Inc. Official Plan Amendment and Plan of Subdivision Applications Report- File Nos. OPA-03-21 and 15T-21007**

Michael Testaguzza, Planner for The Biglieri Group was in attendance to speak to the applications.

Karen Ellis, Director of Planning reviewed the report outlining the CSU Developments Inc. Official Plan Amendment and Plan of Subdivision Applications Report- File Nos. OPA-03-21 and 15T-21007. Ms. Ellis spoke to the Ministerial Order on the lands and the process to date.

**8.6 Members from the public wishing to speak**

Chris Gracier, 44 McGuire Drive, Millbrook  
Graham Whitelaw, 29 Brookside Street, Millbrook  
Malcom Byard, 889 Hwy 7A, Cavan

**8.7 Consideration of the Report**

R-2024-48

Moved by: Huntley

Seconded by: Nachoff

That Council approve By-law No. 2024-10 to adopt Official Plan Amendment No.16 to the Township of Cavan Monaghan; and

That Council authorize the submission of the adopted Official Plan Amendment to Peterborough County for review and approval; and  
That Council receive and consider any public comments received on February 20, 2024; and  
That Council support the approval of Application 15T-21007 subject to the draft plan conditions provided in Attachment No. 5 to this Report and any revisions thereto required from public comment received on February 20, 2024.

**Carried**

**8.8 Resolution to close the meeting for public input**

R-2024-49

Moved by: Byrne

Seconded by: Huntley

That the meeting be closed for public input.

**Carried**

Mayor Graham recessed from 2:40 p.m. to 2:53 p.m.

**9. Minutes**

**9.1 Minutes of the Regular Meeting held February 5, 2024**

R-2024-50

Moved by: Byrne

Seconded by: Huntley

That the minutes of the Regular Meeting held February 5, 2024 be approved as presented.

**Carried**

**10. Minutes from Committees and Boards**

**10.1 Municipal Revitalization and Heritage Advisory Committee Meeting Minutes of June 15, September 21 and October 10, 2023**

R-2024-51

Moved by: Edgerton

Seconded by: Nachoff

That the minutes of the Municipal Revitalization and Heritage Advisory Committee Meetings held on June 15, September 21 and October 10, 2023 be approved as presented.

**Carried**

**11. Reports**

**11.1 Report - PEB 2024-08 Proposed Telecommunication Tower 574 Carmel Line**

R-2024-52

Moved by: Huntley

Seconded by: Graham

That Council receive Report PEB 2024-08 for information; and,  
That Council direct Planning Staff to issue a statement of concurrence to Spectra Point Inc. on behalf of Rogers Communication Inc. for the construction of a 90.0 metres (295 feet) guyed tower communications structure with the associated radio equipment cabinet on lands located at 574 Carmel Line because the project satisfies the intent of the Township's policies with regard to the siting of new telecommunication facilities (Maps showing the location of the subject property and the location of the proposed structure are provided as Attachment Nos. 1 and 2 to this Report); and,

That the statement of concurrence include the following matters for consideration by the Proponent and Innovation, Science and Economic Development Canada (ISED):

- a) the proposed road works on Carmel Line be completed to the satisfaction of the Township Public Works Department, and the extension of Carmel Line is assumed into the Township road system;
- b) a sediment and erosion control plan, prepared by a qualified professional, is submitted to and accepted by the Township prior to any on-site activities;
- c) the use of tower lighting that reduces harm to migratory birds (i.e. the use of flashing lights instead of steady burning lights); and
- d) that the letter of concurrence has a three (3) year expiration date.

**Defeated**

R-2024-53

Moved by: Byrne

Seconded by: Nachoff

That Council defer Report PEB 2024-08 Proposed Telecommunication Tower 574 Carmel Line and direct Staff to seek advice and clarification on a letter of non concurrence and report back to Council.

**Carried**

## **11.2 Report- Corporate Services 2024-02 Pound Keeper Services**

R-2024-54

Moved by: Nachoff

Seconded by: Huntley

That Council direct staff to enter into an agreement with the Peterborough Humane Society for Pound Keeper Services for the Township of Cavan Monaghan.

**Carried**

## **11.3 Report - Finance 2024-02 Final 2024 Budget Presentation**

R-2024-55

Moved by: Nachoff

Seconded by: Huntley

That Council receives the Final 2024 Budget Presentation for adoption;  
 and  
 That Council approves the 2024 Operating Budget of \$10,697,850; and  
 That Council approves the 2024 Capital Budget of \$12,070,663; and  
 That Council approves the 2024 Environmental Budget of \$528,690; and  
 That Council approves the 2024 Water & Wastewater Operating Budget of \$1,006,876 and a Capital Budget of \$1,680,302; and  
 That Council approves a 3.37% Municipal Residential Tax Rate increase to fund the 2024 Operating & Capital budgets including the approval of Corporate Services 2024-02 to amend the Humane Society Fees budget to \$12,000.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Byrne		X
Nachoff	X	
Graham	X	
Edgerton		X
Huntley	X	
<b>Results</b>	<b>3</b>	<b>2</b>
		<b>Carried</b>

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

R-2024-56

Moved by: Byrne

Seconded by: Nachoff

That Council receive report CAO Report and Capital Status for information.

**Carried**

#### **11.5 Council/Committee Verbal Reports**

Councillor Nachoff spoke to his attendance at the Annual General Meeting for Gananaska Region Conservation Authority last week and the appointment of a new President and Vice President, noting the Treasurer maintained the same and he will continue his role as the Gananaska Forest Recreational Users Committee representative.

Mayor Graham noted the final Strategic Plan meeting for the Library Board is tonight at 7:00 p.m. and his attendance that Police Services Board Meeting last Tuesday as they progress with their Strategic Plan and the ceremony that was held to recognize some of the great work of our First Responders. Mayor Graham also spoke to his attendance at the Medical Board and their good year end discussion.

R-2024-57

Moved by: Bryne

Seconded by: Nachoff

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

**Carried**

**12. General Business**

There was no General Business.

**13. Correspondence for Information**

There was no Correspondence for Information.

**14. Correspondence for Action**

There was no Correspondence for Action.

**15. By-laws**

**15.1 By-law No. 2024-08 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as “The Township of Cavan Monaghan Zoning By-law” (Watson)**

**15.2 By-law No. 2024-09 Official Plan Amendment No. 15 (Vargus Subdivision)**

**15.3 By-law No. 2024-10 Official Plan Amendment No. 16 (CSU Subdivision)**

R-2024-58

Moved by: Nachoff

Seconded by: Edgerton

That By-law No. 2024-08 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as “The Township of Cavan Monaghan Zoning By-law” (Watson) and that By-law No. 2024-09 Official Plan Amendment No. 15 (Vargus Subdivision) and that By-law No. 2024-10 Official Plan Amendment No. 16 (CSU Subdivision) be read a first, second and third time and passed this 20<sup>th</sup> day of February signed by the Mayor and Clerk and the Corporate Seal attached.

**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. 2024-11 being a by-law to confirm the proceedings of the meeting held February 20, 2024**

R-2024-59

Moved by: Huntley



Seconded by: Byrne

That By-law No. 2024-11 being a by-law to confirm the proceedings of the meeting held February 20, 2024 be read a first, second and third time and passed this 20<sup>th</sup> day of February signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**19. Adjournment**

R-2024-60

Moved by: Byrne

Seconded by: Edgerton

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 3:58 p.m.

**Carried**

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**Matthew Graham**  
**Mayor**

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**Cindy Page**  
**Clerk**