



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

**Monday, October 21, 2024  
11:30 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 (joined 11:39 a.m.)

Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Mark Froment	Deputy Clerk
	Bill Balfour	Fire Chief
	Kimberley Pope	Director of Finance/Treasurer
	Brigid Ayotte	Economic Development and Communications Officer
	Wayne Hancock	Director of Public Works
	Jessica Fradley	Water and Wastewater Technician
	Drew Hutchinson	Engineering Technician

**1. Call to Order**

Mayor Graham called the meeting to order at 11:30 a.m.

**2. Land Acknowledgement**

Mayor Graham recited the land acknowledgement.

**3. Approval of the Agenda**

R-2024-272

Moved by: Huntley

Seconded by: Edgerton

That the agenda for the Regular Council Meeting be approved as amended to add **Item 5.4 – Millbrook Arena** advice that is subject to solicitor-client privilege including communications necessary for that purpose.

**Carried**

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

There were no pecuniary interests noted.

**5. Closed Session**

Councillor Nachoff joined the meeting at 11:39 a.m.

**5.1 Resolution to move into Closed Session**

R-2024-273

Moved by: Edgerton

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 labour relations or employee negotiations; and advice that is subject to solicitor-client privilege including communications necessary for that purpose.

**Carried**

**5.2 Minutes of the Closed Session held August 12, 2024**

**5.3 Jane Mizanski, Gallagher Benefit Services (Canada) Group Inc. - Pay Equity Review**

**5.4 Millbrook Arena – Mayor Graham**

Mayor Graham recessed Closed Session at 12:55 p.m. Council will reconvene at the end of Regular Session to discuss the added item **5.4 Millbrook Arena**.

**Regular Session – 1:00 p.m.**

Mayor Graham reconvened the meeting at 1:00 p.m.

**6. Report from Closed Session**

Mayor Graham spoke to the Closed Session discussion and presentation from Jane Mizanski, Gallagher Benefit Services regarding the Pay Equity Review for Non-Union Employees for the Township of Cavan Monaghan.

R-2024-274

Moved by: Byrne

Seconded by: Nachoff

That Council receive the Non-Union Compensation Review Final Report from Jane Mizanski, Gallagher Benefit Services Group Inc. and it be added to the agenda as additional information; and

That Council has carried out a Non-Union Compensation Review to ensure that the Township is compliant with the Pay Equity Act; and

That Council adopt the revised Salary Grid for Non-Union Employees by utilizing a 60th percentile pay policy; and

That the Salary Grid for Non-Union Employees come into force and effect by November 1<sup>st</sup>, 2024.

**Carried**

**7. Minutes**

**7.1 Minutes of the Regular Meeting held October 7, 2024**

R-2024-275

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Regular Meeting held October 7, 2024 be approved as presented.

**Carried**

**8. Minutes from Committees and Boards**

**8.1 Cavan Monaghan Public Library Board Meeting Minutes of September 17, 2024**

R-2024-276

Moved by: Nachoff

Seconded by: Huntley

That the minutes of the Cavan Monaghan Public Library Board Meeting held September 17, 2024 be received for information.

**Carried**

**9. Reports**

**9.1 Report - PEB 2024-48 Provincial Planning Statement, 2024**

R-2024-277

Moved by: Byrne

Seconded by: Nachoff

That Council receive Report PEB 2024-48 for information.

**Carried**

**9.2 Report - Public Works 2024-22 RFQ PW-24-01 Brookside Street Storm Sewer Construction**

R-2024-278

Moved by: Huntley

Seconded by: Nachoff

That Council award the Brookside Street Storm Sewer Construction RFQ-PW-24-01, Phase 1 to Nick Carchidi Excavating at the RFQ amount of \$85,362.71 with net municipal H.S.T. of \$1,502.38 and a 10% contingency of \$8,686.51. The total RFQ amount is \$95,551.60 as approved within the 2024 Capital Budget under Brookside Street Reconstruction; and That Council award the Brookside Street Storm Sewer Construction RFQ-PW-24-01, Phase 2 to Nick Carchidi Excavating at the RFQ amount of

\$110,475.36 with net municipal H.S.T. of \$1,944.37 and a 10% contingency of \$11,241.97. The total RFQ amount is \$123,661.70 to be funded through pre-approval in the amount of \$125,000.00 in the 2025 Public Works Capital Budget for the Brookside Street Storm Sewer Construction.

**Carried**

**9.3 Report - CAO Report and Capital Status**

R-2024-279

Moved by: Huntley

Seconded by: Nachoff

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

**Carried**

**9.4 Council/Committee Verbal Reports**

Councillor Nachoff spoke to his attendance at the Kawartha Conservation Authority Meeting noting they passed the 2025 preliminary budget for consideration for the Conservation Levy.

Councillor Byrne spoke to attending a new technology demonstration for a wastewater system partnership that Fleming College is undertaking.

R-2024-280

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**

There was no Correspondence for Action.

**13. By-laws**

**13.1 By-law No. 2024-56 being a by-law to regulate traffic and parking within the limits of the Township of Cavan Monaghan**

R-2024-281

Moved by: Nachoff

Seconded by: Edgerton

That By-law No. 2024-56 being a by-law to regulate traffic and parking within the limits of the Township of Cavan Monaghan be read a first,

second and third time and passed this 21<sup>st</sup> day of October 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.

**5.4 Millbrook Arena – Mayor Graham**

R-2024-282

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: advice that is subject to solicitor-client privilege including communications necessary for that purpose.

**Carried**

Council rose from Closed Session and Mayor Graham provided a verbal update on the status of the Arena located at 4 Needlers Lane, known as the Old Millbrook Arena. Mayor Graham noted we had received legal advice on Friday to close the Arena due to a recent air quality test and that air sampling testing is being currently conducted to ensure the health and safety of the users and community.

**16. Confirming By-law**

**16.1 By-law No. 2024-57 being a by-law to confirm the proceedings of the meeting held October 21, 2024**

R-2024-283

Moved by: Byrne

Seconded by: Nachoff

That By-law No. 2024-57 being a by-law to confirm the proceedings of the meeting held October 21, 2024 be read a first, second and third time and passed this 21<sup>st</sup> day of October signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**17. Adjournment**

R-2024-284

Moved by: Byrne

Seconded by: Edgerton

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn

at 2:43 p.m.

**Carried**

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**Matthew Graham**  
**Mayor**

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**Cindy Page**  
**Clerk**