



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

**Monday, December 2, 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
	Mark Froment	Deputy Clerk
	Karen Ellis	Director of Planning
	Matthew Wilkinson	Planner
	Kimberley Pope	Director of Finance/Treasurer
	Brigid Ayotte	Economic Development and Communications Officer

**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-2024-326

Moved by: Byrne

Seconded by: Huntley

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-2024-327

Moved by: Bryne

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:

advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and personal matters about an identifiable individual, including municipal or local board employees.

**Carried**

**5.2 Minutes of the Closed Session held October 21, 2024**

**5.3 Aird & Berlis LLP Re: Kawartha Pine Ridge District School Board - Deferral of Decision on Accommodation Planning Concepts**

**5.4 Report - Corporate Services 2024-07 Millbrook Valley Trails Advisory Committee Appointment (CP)**

Mayor Graham recessed at 12:12 p.m.

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

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

**7. Report from Closed Session**

R-2024-328

Moved by: Byrne

Seconded by: Huntley

That Council direct Staff to make public the letter prepared by Aird & Berlis LLP to the Kawartha Pine Ridge District School Board - Deferral of Decision on Accommodation Planning Concepts by adding it as additional documentation to the agenda; and

That Council appoint Saskia Mattern to the Millbrook Valley Trails Advisory Committee for the 2022-2026 term of Council.

**Carried**

**8. Public Meeting**

**8.1 Resolution to open the Public Meeting**

R-2024-329

Moved by: Byrne

Seconded by: Nachoff

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

**Carried**

**8.2 Report - PEB 2024-55 Zoning By-law Amendment (ZBA-08-24)**

Matthew Wilkinson, Planner, spoke to the Zoning By-law Amendment noting that Township Council passed motion R-2024-262 on October 7, 2024, directing Staff to proceed with rezoning the identified portion in the northwest corner of the subject property to permit the development of a single residential dwellings. The subject property is located on Part Lot 12, Concession 6 (Cavan), known municipally as 988 County Road 10.

The Zoning By-law Amendment will rezone the identified portion of the subject lands from the Institutional Exception One (I-1) Zone to the Urban Residential One Subzone A Exception Six Holding Thirteen (UR1-A-6-H13) Zone to permit residential uses consistent with the neighbouring residential parcels.

The holding provision attached to the UR1-A-6-H13 Zone will be removed upon approval of an Official Plan Amendment to permit the residential use.

With the approval of the Zoning By-law Amendment residential uses will be permitted in accordance with the regulations in By-law No. 2018-58, as amended.

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

Councillor Byrne asked if anyone was included in the required Notice circulation.

**8.4 Questions/Comments from members of the public**

There were no questions from members of the public.

**8.5 Consideration of the Report**

R-2024-330  
Moved by: Nachoff  
Seconded by: Huntley  
That Council receive and consider any public comments received on December 2, 2024; and  
That By-law No. 2024-63 be approved to rezone a portion of the subject lands from the Institutional Exception One (I-1) Zone to the Urban Residential One Subzone A Exception Six Holding Thirteen (UR1-A-6-H13) Zone.

**Carried**

**8.6 Resolution to close the Public Meeting**

R-2024-331  
Moved by: Byrne  
Seconded by: Nachoff  
That the Public Meeting be closed.

**Carried**

**9. Presentation**

**9.1 Cheque Presentation**

Mayor Graham and Council took a photo presenting the cheques to Tamara Easto, Chair of the Millbrook and District Foodshare and Al Lang, President of the Millbrook Agricultural Society for the annual \$2500 donation.

**10. Minutes**

**10.1 Minutes of the Regular Meeting held November 18, 2024**

**10.2 Minutes of the Special Meeting held November 21, 2024**

R-2024-332

Moved by: Byrne

Seconded by: Edgerton

That the minutes of the Regular Council Meeting held November 18, 2024 and the Special Council Meeting held November 21, 2024 be approved as presented.

**Carried**

**11. Minutes from Committees and Boards**

**11.1 Cavan Monaghan Public Library Board Meeting Minutes of October 15, 2024**

R-2024-333

Moved by: Huntley

Seconded by: Nachoff

That the minutes of the Cavan Monaghan Public Library Board Meeting held October 15, 2024 be received for information.

**Carried**

**11.2 Millbrook Valley Trails Advisory Committee Meeting Minutes of October 28, 2024**

R-2024-334

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Millbrook Valley Trails Advisory Committee held October 28, 2024 be approved as presented.

**Carried**

## **12. Reports**

### **12.1 Council/Committee Verbal Reports**

Deputy Mayor Huntley spoke to the Annual General Meeting of the BIA where their proposed budget and levy was presented and ideas for 2025 were discussed.

Councillor Nachoff spoke to the attendance at the Board of Directors meeting of the GRCA and noted their 2025 budget has been passed. Councillor Nachoff also attended the Millbrook Valley Trails Advisory Committee noting they discussed projects for 2025 and last minutes tasks before the snow arrives.

Mayor Graham spoke to attending the Cavan Monaghan Public Library Board meeting noting they discussed the Strategic Plan, navigating IT with the County of Peterborough and discussed the proposed 2025 Budget updates.

Mayor Graham wished Squirrel Creek Farms well as they are working through their equipment failure to get back up and operating.

R-2024-335

Moved by: Byrne

Seconded by: Nachoff

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

## **13. General Business**

There was no General Business.

## **14. Correspondence for Information**

### **14.1 Letter from the Ministry of Municipal Affairs and Housing Re: Minister's Zoning Order Regulation 5/23 in the Township of Cavan Monaghan (1840 Brown Line Road)**

R-2024-336

Moved by: Byrne

Seconded by: Huntley

That Council receive the letter from the Ministry of Municipal Affairs and Housing regarding the Minister's Zoning Order Regulation 5/23 in the Township of Cavan Monaghan (1840 Brown Line Road) for information.

**Carried**

## **15. Correspondence for Action**

There was no Correspondence for Action.

**16. By-laws**

**16.1 By-law No. 2024-63 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as "The Township of Cavan Monaghan Zoning By-law" (ZBA 08-24)**

**16.2 By-law No. 2024-64 being a by-law authorizing the temporary borrowing of funds to offset the current expenditures of the Township of Cavan Monaghan**

**16.3 By-law No. 2024-65 to provide for the levy and collection of 2024 interim realty taxes and penalties for non-payment thereof**

R-2024-337

Moved by: Byrne

Seconded by: Huntley

That By-law No. 2024-63 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as "The Township of Cavan Monaghan Zoning By-law" and that By-law No. 2024-64 being a by-law authorizing the temporary borrowing of funds to offset the current expenditures of the Township of Cavan Monaghan and that By-law No. 2024-65 to provide for the levy and collection of 2024 interim realty taxes and penalties for non-payment thereof be read a first, second and third time and passed this 2<sup>nd</sup> day of December signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**17. Unfinished Business**

There was no Unfinished Business.

**18. Notice of Motion**

There were no Notices of Motion.

**19. Confirming By-law**

**19.1 By-law No. 2024-66 being a by-law to confirm the proceedings of the meeting held December 2, 2024**

R-2024-338

Moved by: Byrne

Seconded by: Nachoff

That By-law No. 2024-66 being a by-law to confirm the proceedings of the meeting held December 2, 2024 be read a first, second and third time and passed this 2<sup>nd</sup> day of December signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**20. Adjournment**

R-2024-339

Moved by: Huntley

Seconded by: Nachoff

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 1:09 p.m.

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**Matthew Graham**  
**Mayor**

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**Cindy Page**  
**Clerk**