



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

**Thursday, January 9, 2025
1:00 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
	Kyle Phillips	Chief Building Official/By-law Enforcement Officer
	Bill Balfour	Fire Chief
	Chris Allison	Manager of Parks and Facilities
	Kimberley Pope	Director of Finance/Treasurer
	Megan Lytle	Finance Clerk
	Drew Hutchison	Engineering Technician
	Brigid Ayotte	Economic Development/Communications Officer

1. Call to Order

Mayor Graham called the meeting to order at 1:00 p.m.

2. Land Acknowledgement

Mayor Graham recited the Land Acknowledgement.

3. Approval of the Agenda

R-2025-01

Moved by: Byrne

Seconded by: Nachoff

That the agenda for the Special 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

There was no closed session.

6. Presentation

6.1 Cavan Monaghan Public Library Board Budget - Karla Buckborough and Earl McLeod

R-2025-02

Moved by: Nachoff

Seconded by: Byrne

That Council approve adding the revised 2025 Operating and Capital Budget presentation from the Cavan Monaghan Public Library Board.

Carried

R-2025-03

Moved by: Byrne

Seconded by: Nachoff

That the updated 2025 Operating and Capital Budget requests from the Cavan Monaghan Public Library Board be received for information.

Carried

6.2 Millbrook Downtown Business Improvement Area Board of Management - Deputy Mayor Ryan Huntley

Deputy Mayor Huntley spoke on behalf of the BIA to the proposed Millbrook Downtown Business Improvement Area proposed 2025 Budget and 12.5% levy increase.

R-2025-04

Moved by: Byrne

Seconded by: Nachoff

That the proposed 2025 budget and levy update from Deputy Mayor Huntley for the Millbrook Downtown Business Improvement Area be received for information.

Carried

7. Report

7.1 Report - Finance 2025-01 2nd Draft 2025 Budget Presentation

Kimberley Pope, Director of Finance/Treasurer reviewed the 2nd Draft of the 2025 Operating and Capital Budget and outlined the options for consideration before Council to approve a Municipal Residential Tax Rate or provide staff direction on the further budget reductions to fund a final budget report for January 27, 2025.

Mayor Graham recessed at 2:07 p.m. until 2:15 p.m.

R-2025-05

Moved by: Huntley

Seconded by: Edgerton

That Council direct to reduce the Capital Budget by \$5,000.00 to remove the David Suzuki Foundation's Butterfly Project and allocate \$1,000.00 into the Parks and Facilities Operating Budget for Gardens, as amended.

Carried

R-2025-06

Moved by: Graham

Seconded by: Edgerton

That Council direct to reduce the Capital Budget by \$7,000.00 to amend the Station Park Sign project to \$7,000.00 total.

Carried

Mayor Graham recessed at 3:49 p.m. until 3:56 p.m.

R-2025-07

Moved by: Nachoff

Seconded by: Huntley

That Council receive the 2nd Draft 2025 Budget Presentation for information; and

That Council direct Staff to make the changes provided and bring the updated report for tonight's public meeting at 5:00 p.m.

Carried

8. Confirming By-law

8.1 By-law No. 2025-01 being a by-law to confirm the proceeding of the special meeting held January 9, 2025 at 1:00 p.m.

R-2025-08

Moved by: Edgerton

Seconded by: Nachoff

That By-law No. 2025-01 being a by-law to confirm the proceeding of the special meeting held January 9, 2025 at 1:00 p.m. be read a first, second

and third time and passed this 9th day of January signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

9. Adjournment

R-2025-09

Moved by: Edgerton

Seconded by: Huntley

That the Special Council Meeting of the Township of Cavan Monaghan adjourn at 4:07 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk