



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

**Monday, January 27, 2025
12:30 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
	Chris Allison	Parks and Facilities Manager
	Kimberley Pope	Director of Finance/Treasurer
	Matthew Wilkinson	Planner
	Wayne Hancock	Director of Public Works
	Kyle Phillips	Chief Building Official/By-law Enforcement Officer
	Brigid Ayotte	Economic Development/Communications Officer
	Bill Balfour	Fire Chief

1. Call to Order

Mayor Graham called the meeting to order at 12:30 p.m.

2. Land Acknowledgement

Mayor Graham recited the land acknowledgement.

3. Approval of the Agenda

R-2025-18

Moved by: Byrne

Seconded by: Nachoff

That the agenda for the Regular Council Meeting be approved as amended to

include the Closed Session exception for Item 5.3 - personal matters about an identifiable individual, including municipal or local board employees.

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-2025-19

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:

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

Carried

5.2 Minutes of the Closed Session held December 16, 2024

5.3 Report - Corporate Services 2025-01 Cavan Monaghan Public Library Board and Municipal Revitalization and Heritage Advisory Committee Vacancy Appointments

Mayor Graham recessed at 12:50 p.m. until 1:00 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-2025-20

Moved by: Byrne

Seconded by: Huntley

That Council appoint Rob Swaffield and Denise Williams to the Cavan Monaghan Public Library Board and Chanelle Courville to the Municipal Revitalization and Heritage Advisory Committee for the 2022-2026 term of Council.

Carried

8. Public Meeting

8.1 Resolution to open the Public Meeting

R-2025-21

Moved by: Byrne

Seconded by: Huntley

That the Public Meeting be opened in accordance with Section 17 of the

Planning Act, R.S.O., 1990.

Carried

8.2 Report - PEB 2025-03 OPA-03-24, 988 County Road 10, Official Plan Amendment No. 17 Report

Matthew Wilkinson, Planner outlined that the Township of Cavan Monaghan seeks to change the designation from Institutional to Residential on a portion of the property known as 988 County Road 10, described as part of Lot 12, Concession 6 (Cavan) and more specifically known as Parts 1, 2 and 3 of Plan 45R-17774. The Residential designation will permit residential development on three (3) future lots.

On October 7, 2024, Township Council approved resolution R-2024-262 declaring a portion of the property at 988 County Road 10 to be surplus. Council also directed Staff to proceed with rezoning the portion of the property to permit the development of three (3) single detached residential lots for sale. Council also directed staff to provide Towerhill Developments with the first right of refusal on the purchase of these lots.

On December 2, 2024, Township Council approved Zoning By-law No. 2024-63 changing the zoning on a portion of the subject property from the Institutional Exception One (I-1) Zone to the Urban Residential One Subzone A Exception Six Holding Thirteen (UR1-A-6-H13) Zone.

The UR1-A-6-H13 Zone permits a single detached dwelling, an accessory apartment, a bed and breakfast, a group home, home business, private home daycare, and public park. The holding provision can be lifted after the approval of an Official Plan Amendment to redesignate the subject lands to permit residential uses by the County of Peterborough. The Zoning By-law conforms to the Township Official Plan.

As drafted, Official Plan Amendment No. 17 changes the designation from Institutional to Residential on a portion of the subject property. The Residential designation will apply to approximately 0.12 hectares (0.3 acres) of the subject property.

8.3 Questions/Comments from members of Council

Councillor Byrne inquired about the process for first right of refusal to the sale of the lots to the Developer and timelines for the transfer of fund.

8.4 Questions/Comments from members of the public

There were no questions from the public.

8.5 Consideration of the Report

R-2025-22

Moved by: Huntley

Seconded by: Nachoff

That Council receive and consider any public comments received at the

Public Meeting; and
That Council approve By-law No. 2025-04 to adopt Official Plan Amendment No. 17 to the Township of Cavan Monaghan Official Plan; and
That Council authorize the submission of the adopted Official Plan Amendment to Peterborough County for review and approval.

Carried

8.6 Resolution to close the Public Meeting

R-2025-23

Moved by: Byrne

Seconded by: Nachoff

That the Public Meeting be closed.

Carried

9. Delegation

9.1 Raymond Prince, Ganaraska Snowmobile Club - Snowmobile Use Agreement Request

R-2025-24

Moved by: Huntley

Seconded by: Nachoff

That Council receives the delegation from Raymond Prince of the Ganaraska Snowmobile Club requesting a snowmobile use agreement for information; and

That Council direct staff to work with Raymond Prince of the Ganaraska Snowmobile Club to finalize an agreement for a two year term, including a legal review and infrastructure assessment of the proposed roads prior to usage and after the term agreement.

Carried

10. Minutes

10.1 Minutes of the Regular Meeting held December 16, 2024

10.2 Minutes of the Special Budget Meeting held January 9, 2025 at 1:00 p.m.

10.3 Minutes of the Special Budget Meeting held January 9, 2025 at 5:00 p.m.

R-2025-25

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Regular Council Meeting held on December 16, 2024 and the minutes of the Special Council Meeting held January 9, 2025 at 1:00 p.m. and the minutes of the Special Council Meeting held January 9, 2025 at 5:00 p.m. be approved as presented.

Carried

11. Minutes from Committees and Boards

11.1 Sustainability Advisory Committee Meeting Minutes of September 20, 2024

R-2025-26

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Sustainability Advisory Committee Meeting held September 20, 2024 be approved as presented.

Carried

11.2 Cavan Monaghan Public Library Board Meeting Minutes of November 19, 2024

R-2025-27

Moved by: Huntley

Seconded by: Edgerton

That the minutes of the Cavan Monaghan Public Library Board Meeting held November 19, 2024 be received for information.

Carried

12. Reports

12.1 Report - Finance 2025-02 Final Draft 2025 Budget Presentation

R-2025-28

Moved by: Huntley

Seconded by: Nachoff

That Council receives the Final 2025 Budget Presentation for adoption; and

That Council approves the 2025 Operating Budget of \$11,496,430; and

That Council approves the 2025 Capital Budget of \$10,758,121; and

That Council approves the 2025 Environmental Budget of \$519,290; and

That Council approves the 2025 Water & Wastewater Operating Budget \$975,217 and a Capital Budget of \$1,075,000; and

That Council approves a 3.4% Municipal Residential Tax Rate increase to fund the 2025 Operating & Capital budgets.

Carried

12.2 Report - PEB 2025-01 Township Surplus Lands

R-2025-29

Moved by: Huntley

Seconded by: Nachoff

That Council declare surplus the lands identified as the Elmdale Road Property 15-09-030-001-09800, Lot 2, Concession 10 North Monaghan Ward; and

That Council direct Staff to dispose of surplus land in accordance with the

Disposition of Land By-law No. 2016-07.

Carried

12.3 Report - PEB 2025-02 Peterborough County Official Plan Status Report

R-2025-30

Moved by: Edgerton

Seconded by: Huntley

That Report PEB 2025-02 be received for information; and
That Township Staff continue to monitor and participate in the consultation process for the revised County Official Plan.

Carried

12.4 Report - PEB 2025-04 Fourth Quarter Activity Report - Planning, Economic Development and Building

R-2025-31

Moved by: Byrne

Seconded by: Nachoff

That Council receive Report PEB 2025-05 Fourth Quarter Activity Report for Planning, Economic Development & Building (PEB) for information.

Carried

12.5 Report - CAO Report and Capital Status

R-2025-32

Moved by: Byrne

Seconded by: Edgerton

That Council receive CAO Report and Capital Status for Information.

Carried

12.6 Council/Committee Verbal Reports

Councillor Byrne inquired about the County of Peterborough's notice in the newspaper regarding the five lot expansion in Ida, Cavan.

Mayor Graham spoke to the funeral for Paul Kennedy an active member of our community and Millbrook and District Lions Club. Mayor Graham also spoke to his great experience at the St. Thomas Anglican Church on Sunday where there was a musical performance by the Friendship Force.

Mayor Graham announced that the Township received the approval for the Fallis Line East Project and the funding of \$1.2 million dollars today from MPP, Laurie Scott and thanked her for the continued support and critical funding.

R-2025-33

Moved by: Nachoff

Seconded by: Byrne

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

Carried

13. General Business

There was no General Business.

14. Correspondence for Information

There was no Correspondence for Information.

15. Correspondence for Action

There was no Correspondence for Action.

16. By-laws

16.1 By-law No. 2025-03 being a by-law to appoint a Deputy Treasurer for the Township of Cavan Monaghan

16.2 By-law No. 2025-04 Adoption By-law for Official Plan Amendment No. 17 (988 County Road 10, Cavan)

R-2025-34

Moved by: Nachoff

Seconded by: Huntley

That By-law No. 2025-03 being a by-law to appoint a Deputy Treasurer for the Township of Cavan Monaghan and By-law No. 2025-04 Adoption By-law for Official Plan Amendment No. 17 (988 County Road 10, Cavan) be read a first, second and third time and passed this 27th day of January 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. 2025-05 being a by-law to confirm the proceedings of the meeting held January 27, 2025

R-2025-35

Moved by: Huntley

Seconded by: Nachoff

That By-law No. 2025-05 being a by-law to confirm the proceedings of the meeting held January 27, 2025 be read a first, second and third time and passed this 27th day of January signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

20. Adjournment

R-2025-36

Moved by: Nachoff

Seconded by: Edgerton

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 2:45 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk