



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

**Tuesday, February 18, 2025
1:00 p.m.
Council Chambers**

Those members in attendance were:

Council	Matthew Graham	Mayor
	Lance Nachoff	Councillor
	Nelson Edgerton	Councillor
	Gerry Byrne	Councillor
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Mark Froment	Deputy Clerk
	Karen Ellis	Director of Planning
	Matthew Wilkinson	Planner
	Jessica Fradley	Water & Wastewater Technician
	Wayne Hancock	Director of Public Works

Those members absent were:

Ryan Huntley Deputy Mayor

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-2025-50

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

There was no Closed Session.

6. Public Meeting

6.1 Resolution to open the Public Meeting

R-2025-51

Moved by: Byrne

Seconded by: Edgerton

That the Public Meeting be opened in accordance with Section 17 and 34 of the Planning Act, R.S.O., 1990.

Carried

6.2 Report - PEB 2025-09 Official Plan and Zoning By-law Amendments (1702 Cedar Valley Road) Report File Nos. OPA-04-24 and ZBA-11-24

Matt Wilkinson, Planner, spoke to the Official Plan and Zoning By-law Amendment Applications submitted to the Township on behalf of Daryl Paxton (Owner of Baxter Creek Golf Course), by Marnie Saunders of D.M. Wills Associates Limited. The Applications pertain to a portion of an existing lot of record at 1702 Cedar Valley Road in Part of Lot 23, Concession 6 (Cavan). The Amendments are required to redesignate and rezone a portion of the property to permit the consideration of a severance of the existing dwelling at 988 County Road 28 from the golf course. The Amendments will also remove the required setback for Minimum Distance Separation (MDS).

The property subject to the Applications is approximately 68 hectares (167.2 acres) in size with approximately 465 metres (1525 feet) of frontage on Cedar Valley Road, 1,325 metres (4350 feet) of frontage on County Road 28 and 1,175 metres (3850 feet) of frontage on Larmer Line. Approximately 0.63 hectare (1.55 acres) of land with approximately 80 metres (262 feet) of frontage on County Road 28 is proposed to be severed. The proposed severance currently contains one (1) existing detached residential dwelling connected to private individual well and septic system and one (1) drive shed attached to the dwelling. The residential dwelling is set back approximately 50 metres (164 feet) from the centerline of County Road 28. The main access to the subject property is provided by an existing entrance from Cedar Valley Road. Additionally, the property can be accessed by several accessory driveways from County Road 28 located to the east of the proposed severance and from Larmer Line to the north. The retained land will have an approximate area of 67.04 hectares (165.64 acres) and will maintain all other existing frontages. The maintenance driveway for the golf course abuts the proposed northern interior lot line of the severed parcel.

6.3 Questions/Comments from members of Council

Councillor Byrne asked if there was someone currently living in the house and if there was an option to have more severances in the future.

Mayor Graham commented that the applications had no bearing on future developments.

Councillor Byrne questioned why the severed lot was an odd shape and size.

Councillor Nachoff asked if there was a shared driveway for the severed lots.

6.4 Questions/Comments from members of the public

Marnie Saunders, Planner, D.M. Wills Associates Limited

6.5 Consideration of the Report

R-2025-52

Moved by: Nachoff

Seconded by: Byrne

That Council review and consider all verbal and written comments received at the public meeting;

That Council approve By-law No. 2025-09 to adopt Official Plan Amendment No. 19 to the Township of Cavan Monaghan Official Plan;

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

That Council approve By-law No. 2025-10 to change the zoning regulations to implement the policies of Official Plan Amendment No. 19, as presented.

Carried

6.6 Resolution to close the Public Meeting

R-2025-53

Moved by: Byrne

Seconded by: Nachoff

That the Public Meeting be closed.

Carried

7. Minutes

7.1 Minutes of the Regular Meeting held February 3, 2025

R-2025-54

Moved by: Byrne

Seconded by: Edgerton

That the minutes of the Regular Council Meeting held February 3, 2025 be

approved as presented.

Carried

8. Minutes from Committees and Boards

8.1 Sustainability Advisory Committee Meeting Minutes of December 13, 2024

R-2025-55

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Sustainability Advisory Committee Meeting held December 13, 2024 be approved as presented.

Carried

9. Reports

9.1 Report - Public Works 2025-01 Drinking Water Quality Management System (DWQMS) - Millbrook Water System

R-2025-56

Moved by: Nachoff

Seconded by: Byrne

That Council endorse the contents of the Limited Scope DWQMS Operational Plan for the Millbrook Water System as step one of the Accreditation process; and

That Top Management, as defined in the Operational Plan, be delegated authority to endorse changes to the Operational Plan of minor or administrative nature.

Carried

9.2 Report - Public Works 2025-02 Annual MECP Drinking Water Reports

R-2025-57

Moved by: Byrne

Seconded by: Nachoff

That Council receives Public Works Report 2025-02 Annual MECP Drinking Water Reports for information.

Carried

9.3 Report - CAO Report and Capital Status

R-2025-58

Moved by: Edgerton

Seconded by: Nachoff

That Council receive CAO Report and Capital Status for information.

Carried

9.4 Council/Committee Verbal Reports

Councillor Byrne spoke to the “The Local Advantage – With Peterborough County” event series being held on the second Wednesday of the month at the Cavan Monaghan Community Centre Meeting Room and encouraged businesses to drop in and explore the valuable resources available to help them grow.

Mayor Graham thanked the Public Works and Parks and Facilities Staff for their long hours and hard work dealing with the precipitation. Mayor Graham thanked the Recreation Staff for a great and successful Family Day Event.

R-2025-59

Moved by: Nachoff

Seconded by: Byrne

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. 2025-09 Adoption of Official Plan Amendment No. 19 - 1702 Cedar Valley Road

13.2 By-law No. 2025-10 Adoption of Zoning By-law Amendment - 1702 Cedar Valley Road

13.3 By-law No. 2025-11 being a by-law to execute an agreement between the Ontario Federation of Snowmobile Clubs - District 3 and the Township of Cavan Monaghan to authorize the use of snowmobiles on selected Township roads

R-2025-60

Moved by: Byrne

Seconded by: Edgerton

That By-law No. 2025-09 Adoption of Official Plan Amendment No. 19 - 1702 Cedar Valley Road and By-law No. 2025-10 Adoption of Zoning By-law Amendment - 1702 Cedar Valley Road and By-law No. 2025-11 being a by-law to execute an agreement between the Ontario Federation of Snowmobile Clubs - District 3 and the Township of Cavan Monaghan to

authorize the use of snowmobiles on selected Township roads be read a first, second and third time and passed this 18th day of February 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.

16. Confirming By-law

16.1 By-law No. 2025-12 being a by-law to confirm the proceedings of the meeting held February 18, 2025

R-2025-61

Moved by: Nachoff

Seconded by: Byrne

That By-law No. 2025-12 being a by-law to confirm the proceedings of the meeting held February 18, 2025 be read a first, second and third time and passed this 18th day of February signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

17. Adjournment

R-2025-62

Moved by: Byrne

Seconded by: Nachoff

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 1:23 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk