

Minutes
The Township of Cavan Monaghan
Regular Council Meeting

Monday, December 21, 2020

1:00 p.m.

Remote Locations

Those members in attendance remotely were:

| | | |
|---------|----------------|--|
| Council | Scott McFadden | Mayor |
| | Matthew Graham | Deputy Mayor |
| | Tim Belch | Councillor |
| | Ryan Huntley | Councillor |
| | Cathy Moore | Councillor |
| Staff | Yvette Hurley | CAO |
| | Elana Arthurs | Clerk |
| | Cindy Page | Deputy Clerk |
| | Kimberley Pope | Director of Finance / Treasurer |
| | Karen Ellis | Director of Planning |
| | Wayne Hancock | Director of Public Works |
| | John Connolly | Executive Director of Planning & Development |
| | Bill Balfour | Fire Chief |

1. Open Session

2. Call to Order

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

3. Approval of the Agenda

R/21/12/20/01

Moved by: Belch

Seconded by: Graham

That the agenda for the Regular Council meeting be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Huntley | X | |
| Graham | X | |
| Moore | X | |
| Belch | X | |
| McFadden | X | |
| Results | 5 | 0 |

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. Presentations

6.1 Nick McDonald, RPP Meridian Planning – Regulating Cannabis in the Township of Cavan Monaghan

R/21/12/20/02

Moved by: Graham

Seconded by: Huntley

That Council receive the presentation on regulating cannabis in the Township of Cavan Monaghan for information.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Graham | X | |
| Huntley | X | |
| Moore | X | |
| Belch | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

7. Delegations

7.1 Isabella Fabiilli – Safety Concerns re: Construction in the Highlands of Millbrook Area

Ms. Fabiilli spoke to her concerns with the new development construction in Millbrook.

R/21/12/20/03

Moved by: Huntley

Seconded by: Graham

That Council receive the presentation from Ms. Fabiilli regarding the construction in the new development.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Huntley | X | |
| Moore | X | |
| Graham | X | |
| Belch | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

8. Minutes

8.1 Minutes of the Regular Meeting held December 7, 2020

R/21/12/20/04

Moved by: Graham

Seconded by: Moore

That the minutes of the Regular Council Meeting held December 7, 2020 be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Belch | X | |
| Huntley | X | |
| Moore | X | |
| Graham | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

8.2 Minutes of the Special Meeting held December 10, 2020

R/21/12/20/05

Moved by: Graham

Seconded by: Huntley

That the minutes of the Special Council Meeting held December 10, 2020 be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Huntley | X | |
| Belch | X | |
| Graham | X | |
| Moore | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

9. Minutes from Committees and Boards

9.1 Minutes of the Municipal Revitalization and Heritage Advisory Committee Meeting held November 19, 2020

R/21/12/20/06

Moved by: Huntley

Seconded by: Graham

That the minutes of the Municipal Revitalization and Heritage Advisory meeting held November 19, 2020 be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Belch | X | |
| Huntley | X | |
| Moore | X | |
| Graham | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

9.2 Minutes of the Millbrook Valley Trails Advisory Committee Meeting held November 23, 2020

R/21/12/20/07

Moved by: Moore

Seconded by: Belch

That the minutes of the Millbrook Valley Trails Advisory Committee meeting held November 23, 2020 be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Graham | X | |
| Moore | X | |
| Huntley | X | |
| Belch | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10. Reports

10.1 Report - Planning-2020-49 Regulating Cannabis in the Township of Cavan Monaghan

R/21/12/20/08

Moved by: Huntley

Seconded by: Graham

That Council receives Report Planning 2020-49 for education and discussion purposes; and

That Council provide direction to staff to bring back the identified and additional options discussed, including a legal review, prior to being presented for public input and brought back to Council for a final decision in 2021.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Graham | X | |
| Moore | X | |
| Belch | X | |
| Huntley | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10.2 Report – Finance-2020-23 Investing in Canada Infrastructure Program: COVID-19 Resilience Infrastructure Stream

R/21/12/20/09

Moved by: Moore

Seconded by: Graham

That Council approves a project submission application for funding under the COVID-19 Resilience Infrastructure Stream: Local Government Intake towards the \$400,000 Capital project for the upgrades to the Municipal Office as per Tender CAO 20-01 Report approved by Council on December 7, 2020.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Belch | X | |
| Huntley | X | |
| Moore | X | |
| Graham | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10.3 Report – Finance-2020-24 2021 User Fees and Charges By-law

R/21/12/20/10

Moved by: Graham

Seconded by: Moore

That Council approves By-law No. 2020-77 being a by-law to Impose and Consolidate User Fees and Charges, effective January 1, 2021.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Moore | X | |
| Huntley | X | |
| Belch | X | |
| Graham | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10.4 Report – Planning-2020-47 Pristine Homes Part Lot Control Exemption By-law – Block 135, Plan 45M-256

R/21/12/20/11

Moved by: Graham

Seconded by: Belch

That By-law No. 2020-75 be approved to temporarily remove Part Lot Control from Block 135 on Plan 45M-256 as permitted under Section 50(7) of the Planning Act; and

That By-law No. 2020-75 be forwarded to Peterborough County for approval.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Huntley | X | | |
| Belch | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.5 Report – Planning-2020-48 Coldbrook Drive (Veltri) Subdivision Agreement

R/21/12/20/12

Moved by: Huntley

Seconded by: Graham

That Council recognize Coldbrook Drive as the road name for the new street in Subdivision Application 15T-16001;

That Council agrees to the transfer of ownership of Block 30 in Plan 15T-16001 for open space provided that such lands are not part of any parkland dedication by the Township; and

That By-law No. 2020-76 be approved to authorize the Mayor and Clerk to sign the Subdivision Agreement between Veltri and Son Limited and the Corporation of the Township of Cavan Monaghan.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Graham | X | | |
| Moore | X | | |
| Belch | X | | |
| Huntley | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

R/21/12/20/13

Moved by: Graham

Seconded by: Moore

That Staff develop a policy to ensure that the developer covers expenses that are caused by the developer and incurred by affected residents during new development in the Township permissible through legislation; and

That Staff review the process and structure of the Subdivision Agreement and investigate options for a policy or a document for specific provisions to include timelines and particulars relevant to development and report back to Council.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Moore | X | | |
| Huntley | X | | |
| Graham | X | | |
| Belch | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.6 Report – Economic Development-2020-09 Township-wide Community Improvement Plan

R/21/12/20/14

Moved by: Graham

Seconded by: Huntley

That Council receive Report 2020-09 Township-wide Community Improvement Plan; and

That Council direct Staff to prepare an application for funding through the Rural Economic Development (RED) program for the purposes of hiring a consultant to explore opportunities to expand upon Community Improvement Plan(s) in the Township of Cavan Monaghan; and

That Council consider allocating \$15,000 in the 2021 budget as matching funds for the RED application.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Belch | X | | |
| Huntley | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.7 Report – Fire-2020-03 Master Fire Plan

R/21/12/20/15

Moved by: Huntley

Seconded by: Moore

That Council approves the Master Fire Plan and Community Risk Assessment completed by Emergency Management and Training Inc.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Belch | X | | |
| Huntley | X | | |
| Moore | X | | |
| Graham | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.8 Report – Public Works-2020-25 Fill By-law – Transfer of Funds

R/21/12/20/16

Moved by: Graham

Seconded by: Belch

That Council approve the annual transfer of revenues received through the Fees & Charges – Site Alteration Account 01-4960-9199 into the Fill Management Reserve for future use towards infrastructure improvements.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Huntley | X | | |
| Belch | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.9 Report – Public Works-2020-26 Rehabilitation Work – Well No. 1 - Municipal Water Supply

R/21/12/20/17

Moved by: Moore

Seconded by: Huntley

That Council approve emergency rehabilitation works at Well No. 1 at the Municipal Well Site on King Street from Lotowater Technical Services Inc., Paris, Ontario in the amount of \$21,500.00 + net municipal H.S.T of \$378.40 for a total of \$21,878.40; and

That the funds be utilized from the 2020 W&WW Operating Budget GL 03-4831-4100.

| Recorded | For | Against | |
|-----------------|------------|----------------|--|
| Huntley | X | | |
| Belch | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | |

Carried

10.10 Report – Corporate Services-2020-23 Off-Road Vehicles in the Cavan Ward

R/21/12/20/18

Moved by: Graham

Seconded by: Belch

That Council review and adopt By-law No. 2020-78 being a by-law to amend By-law No.2020-62 being a by-law to regulate the operation of Off-Road Vehicles (ORVs) in the Millbrook and North Monaghan Ward within the jurisdiction of the Township of Cavan Monaghan to include prohibiting ORVs in the Cavan Ward; and

That Staff be directed to summarize the comments from the Nov. 30th Public Meeting and the submissions received during the commenting period and to bring back a report to Council in 2021 to discuss the future use of ORV's in the Cavan Ward.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Moore | X | |
| Graham | X | |
| Belch | X | |
| Huntley | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10.11 Report – CAO-2020-11 Response to Mayor Therrien letter dated November 6, 2020

R/21/12/20/19

Moved by: Belch

Seconded by: Huntley

That Council direct staff to draft a letter in response to Mayor Therrien's letter dated November 6th, 2020 to be forwarded onto the City of Peterborough; and

That staff respond specifically to the statements in the letter pertaining to servicing and assessment to provide clarity.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Graham | X | |
| Moore | X | |
| Belch | X | |
| Huntley | X | |
| McFadden | X | |
| Results | 5 | 0 |

Carried

10.12 Report – CAO-2020-Report and Capital Project Status

R/21/12/20/20

Moved by: Graham

Seconded by: Moore

That Council receive Report – CAO-2020-Report and Capital Project Status for information.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Belch | X | | |
| Huntley | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

10.13 Council/Committee Verbal Reports

R/21/12/20/21

Moved by: Graham

Seconded by: Moore

That the Council/Committee verbal reports be received for information.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Huntley | X | | |
| Belch | X | | |
| Moore | X | | |
| Graham | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

11. General Business

There was no General Business

12. Correspondence for Information

There was no Correspondence for Information.

13. Correspondence for Action

There was no Correspondence for Action.

14. By-laws

- 14.1 By-law No. 2020-75 being a by-law to temporarily exempt certain lands within Registered Plan 45M-256 for the Township of Cavan Monaghan from Part Lot Control
- 14.2 By-law No. 2020-76 being a by-law to authorize the execution of a Subdivision Agreement between Veltri and Son Limited and the Corporation of the Township of Cavan Monaghan
- 14.3 By-law No. 2020-77 being a by-law to impose and consolidate user fees and charges
- 14.4 By-law No. 2020-78 being a by-law to amend By-law No. 2020-62 being a by-law to regulate the operation of Off-Road Vehicles (ORVs) in the Millbrook and North Monaghan Ward within the jurisdiction of the Township of Cavan Monaghan

R/21/12/20/22

Moved by: Graham

Seconded by: Moore

That By-law No. 2020-75 being a by-law to temporarily exempt certain lands within Registered Plan 45M-256 for the Township of Cavan Monaghan from Part Lot Control; and that By-law No. 2020-76 being a by-law to authorize the execution of a Subdivision Agreement between Veltri and Son Limited and the Corporation of the Township of Cavan Monaghan; and that By-law No. 2020-77 being a by-law to impose and consolidate user fees and charges; and By-law No. 2020-78 being a by-law to amend By-law No. 2020-62 being a by-law to regulate the operation of Off-Road Vehicles (ORVs) in the Millbrook and North Monaghan Ward within the jurisdiction of the Township of Cavan Monaghan be read a first, second and third time and passed this 21st day of December, signed by the Mayor and Clerk and the Corporate Seal attached.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Huntley | X | | |
| Belch | X | | |
| Graham | X | | |
| Moore | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

15. Unfinished Business

There was no unfinished business.

16. Notice of Motion

There were no notices of motion.

17. Confirming By-law

17.1 By-law No. 2020-79 being a by-law to confirm the proceedings of the meeting held December 21, 2020

R/21/12/20/23

Moved by: Huntley

Seconded by: Belch

That By-law No. 2020-79 being a by-law to confirm the proceedings of the meeting held December 21, 2020 be read a first, second and third time and passed this 21st day of December, signed by the Mayor and Clerk and the Corporate Seal attached.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Belch | X | | |
| Huntley | X | | |
| Moore | X | | |
| Graham | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

18. Adjournment

R/21/12/20/24

Moved by: Huntley

Seconded by: Belch

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 3:07 p.m.

| Recorded | For | Against | |
|-----------------|------------|----------------|----------------|
| Moore | X | | |
| Huntley | X | | |
| Graham | X | | |
| Belch | X | | |
| McFadden | X | | |
| Results | 5 | 0 | Carried |

Scott McFadden
Mayor

Elana Arthurs
Clerk