



Agenda
The Township of Cavan Monaghan
Regular Council Meeting

Tuesday, September 8, 2020

11:00 a.m.

The Municipal Office is currently closed to the public, attendance in the Council Chambers will not be permitted. A link to the livestreaming of this meeting will be available through our website at

www.cavanmonaghan.net

Council Members may be participating remotely.

Pages

1. Open Session
2. Call to Order
3. Approval of the Agenda
4. Disclosure of Pecuniary Interest and the General Nature Thereof
5. Closed Session
 - 5.1 Resolution to move into Closed Session
 - 5.2 Minutes of the Closed Session held June 15, 2020
 - 5.3 Letter from Cassels Brock & Blackwell LLP Re: Township of Cavan Monaghan Growth Management Strategy 2020/County of Peterborough Official Plan

litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
6. Moment of Silence in recognition of former Reeve and Warden Dave Nelson - 1:00 p.m.
7. Report from Closed Session
8. Public Meeting
 - 8.1 Resolution to open the Public Meeting

8.2	Report - Planning-2020-26 Proposed Housekeeping Zoning By-law Amendment re: Ebenezer Cemetery (KE)	5 - 12
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8.5	Consideration of the Report	
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15.	Correspondence for Action	
16.	By-laws	
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16.2	By-law No. 2020-51 being a by-law to temporarily exempt certain lands within Registered Plan 45M-256 for the Township of Cavan Monaghan from Part Lot Control	132 - 132
16.3	By-law No. 2020-52 being a by-law to amend By-law No. 2018, as amended, otherwise known as The Township of Cavan Monaghan Zoning By-law	133 - 134
17.	Unfinished Business	
18.	Notice of Motion	
19.	Confirming By-law	
19.1	By-law No. 2020-53 being a by-law to confirm the proceedings of the meeting held September 8, 2020	135 - 135

20. Upcoming Events/Meetings

**20.1 Thursday, September 17 - Municipal Revitalization and Heritage
Advisory Committee - 9:00 a.m.**

**20.2 Monday, September 28 - Millbrook Valley Trails Advisory Committee -
6:00 p.m.**

21. Adjournment



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-26
Subject:	Proposed Housekeeping Zoning By-law Amendment re: Ebenezer Cemetery

Recommendations:

1. That Council review and consider all public and agency comments received regarding this application; and
 2. That By-law No. 2020-52 be approved.
-

Overview:

Township Staff became aware of a mapping error in the Township of Cavan Monaghan Zoning By-law No. 2018-58, as amended, as it affects the Ebenezer Cemetery and the adjacent agricultural parcels. The lands known municipally as 115 Stewart Line in part Lot 2, Concession 11 of the Cavan Ward and lands known municipally as 52 Sharpe Line in Part Lot 1, Concession 11 of the Cavan Ward are the properties affected by the mapping error. A key map showing the location of these lands is provided as Attachment No.1 to this Report.

A zoning by-law amendment is required to correct the error.

Zoning By-law Amendment

The proposed Zoning By-law Amendment (File No. ZBA-01-20) will introduce Schedule (mapping) changes to Schedule A, Map B-1 of the Township of Cavan Monaghan Zoning By-law No. 2018-58, as amended.

The purpose and effect of the Zoning By-law Amendment is to change the zone category on a portion of lands known municipally as 115 Stewart Line in part Lot 2, Concession 11 of the Cavan Ward from the 'Institutional (I) Zone' to the 'Agricultural (A) Zone' and to change the zone category on a portion of lands known municipally as 52 Sharpe Line in part Lot 1, Concession 11 of the Cavan Ward from the 'Agricultural (A)

Zone' to the 'Institutional (I) Zone'. This change will restore the zones to those intended to be in effect prior to the error in mapping – a housekeeping zoning matter.

The Institutional (I) Zone for the Ebenezer Cemetery was incorrectly applied to an approximately 0.63 hectare (1.56 acres) area in the north west corner of 115 Stewart Line – the wrong property. The Institutional (I) Zone will be removed from 115 Stewart Line and replaced with the Agricultural (A) Zone to reflect the existing agricultural use of the property.

The Institutional (I) Zone will be added to approximately 0.23 hectares (0.56 acres) of land in the north west corner of 52 Sharpe Line to reflect the appropriate zoning, location and size of the Ebenezer Cemetery (based on aerial photography). The zoning on the remainder of 52 Sharpe Line will remain unchanged.

A complete copy of the By-law No. 2020-52 is provided as Attachment No. 2 to this Report.

Response to Notice

Notice of the Zoning By-law Amendment application was circulated, by first class prepaid mail, to all assessed persons within 120 metres (400 feet) of the lands affected by the Zoning By-law Amendment, to all required ministries and agencies and to all Township Department Directors. Signs were posted on the subject properties. The Notice of Public Meeting was posted on the Township website. The notice complies with the requirements of the Planning Act.

Township staff has no objection to the Application.

As of the date of this Report, no objections to the zoning by-law amendment have been received from the public or ministry/agency.

Township of Cavan Monaghan Official Plan

The subject lands are designated Agricultural and Natural Linkage in the Township Official Plan. The zoning by-law amendment affects only those lands that are located within the Agricultural designation

Agricultural uses are permitted in the Agricultural designation. Existing public uses are also permitted in the Agricultural designation (S. 5.1.2 c). Although the Cemetery is no longer active and the lands are not owned by the Township, the Cemetery can be considered a public use because the Township is responsible for the care and maintenance of the lands and the monument.

Cultural heritage resources are to be identified, protected, conserved and managed for present and future generations (S. 3.5). The Ebenezer Cemetery is an identified cultural asset that is being maintained for future generations. The Institutional (I) Zone will recognize the existence of the Cemetery and help protect the sensitive use of the lands.

The Application conforms to the Township Official Plan.

Peterborough County Official Plan

The subject lands are located on lands within the Agricultural Area of the County Official Plan. Agricultural uses are permitted in this area.

Heritage policies are contained in Section 5.2 of the Plan. The policies strive to ensure that heritage resources in the County are managed in a manner which perpetuates their existence and maintains their heritage value and benefit to the municipality (S. 5.2.1). The prevention, demolition, destruction, inappropriate alteration or use of heritage resources is discouraged (S. 5.2.2.).

The zoning by-law amendment will recognize the existing cemetery use on the subject lands. The Institutional (I) Zone will help prevent the possible demolition, destruction or inappropriate alteration of the existing monument.

The Application conforms to the County Official Plan.

Provincial Policy Statement (2020) (PPS)

The subject lands are located within a prime agricultural area. Prime agricultural areas are to be protected for long term use for agriculture. The permitted uses in prime agricultural areas do not include cemeteries.

The Ebenezer Cemetery is an existing use that does not adversely impact the agricultural uses on the adjacent lands. No change in land use is proposed, simply recognition of the historical use of the property. Given that the PPS does not include any specific policy framework for the protection of cultural heritage resources or the recognition of existing uses, Staff is of the opinion that the Application conforms to the PPS.

A Place to Grow – Growth Plan for the Greater Golden Horseshoe (2019)

In accordance with Section 4.2.7 of the Growth Plan, cultural heritage resources will be conserved in order to foster a sense of place and benefit communities, particularly in strategic growth areas.

The Application conforms to and supports the policies of the Growth Plan.

Financial Impact:

Costs associated with the processing of the proposed amendment will be covered in the 2020 Operating Budget of the Planning Department.

Attachments:

Attachment No. 1: Key Map

Attachment No. 2: By-law No. 2020-52

Respectfully Submitted by,

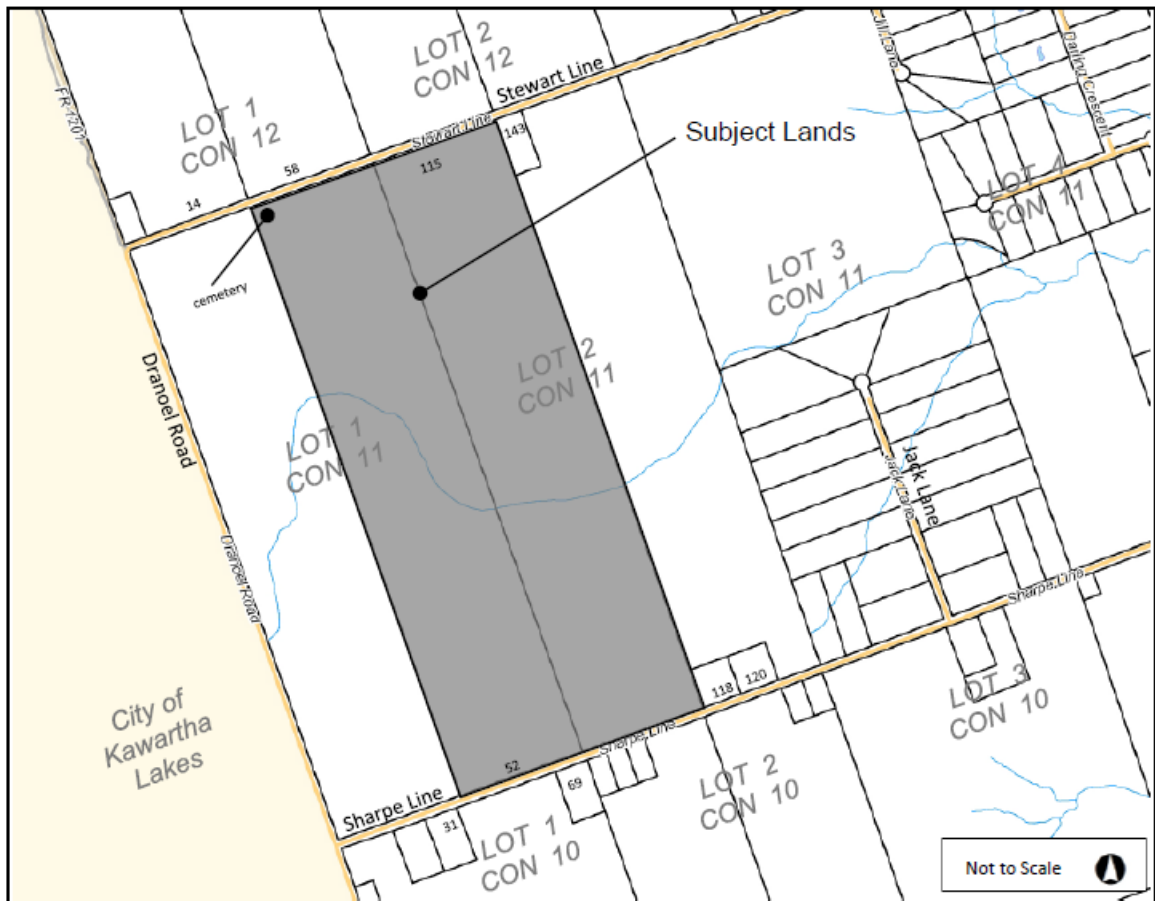
Reviewed by,

Karen Ellis,
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map

Key Map



Attachment No. 2: By-law No. 2020-52

The Township of Cavan Monaghan

By-law No. 2020-52

**Being a by-law to amend By-law No. 2018-58, as amended, otherwise known as
“The Township of Cavan Monaghan
Zoning By-law”.**

Whereas the Township of Cavan Monaghan recently approved Comprehensive Zoning By-law No. 2018-58, as amended for all lands in the Township of Cavan Monaghan;

And Whereas the Township recognized that there is a mapping error in By-law No. 2018-58, as amended;

And Whereas the Township now wishes to correct this mapping error;

And Whereas Section 34 of the Planning Act permits the Council of the Township of Cavan Monaghan to pass an amending Zoning By-law;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Schedule A, Map B-1 to By-law 2018-58, as amended is hereby amended by changing the zone category on a portion of lands known municipally as 115 Stewart Line in part Lot 2, Concession 11 of the Cavan Ward from the ‘Institutional (I) Zone’ to the ‘Agricultural (A) Zone’ as shown on Schedule “1” attached hereto and forming part of this this By-law.
2. Schedule A, Map B-1 to By-law 2018-58, as amended is hereby amended by changing the zone category on a portion of lands known municipally as 52 Sharpe Line in part Lot 1, Concession 11 of the Cavan Ward from the ‘Agricultural (A) Zone’ to the ‘Institutional (I) Zone’ as shown on Schedule “1” attached hereto and forming part of this this By-law.
3. All other relevant provisions of By-Law 2018-58, as amended, shall apply.

If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

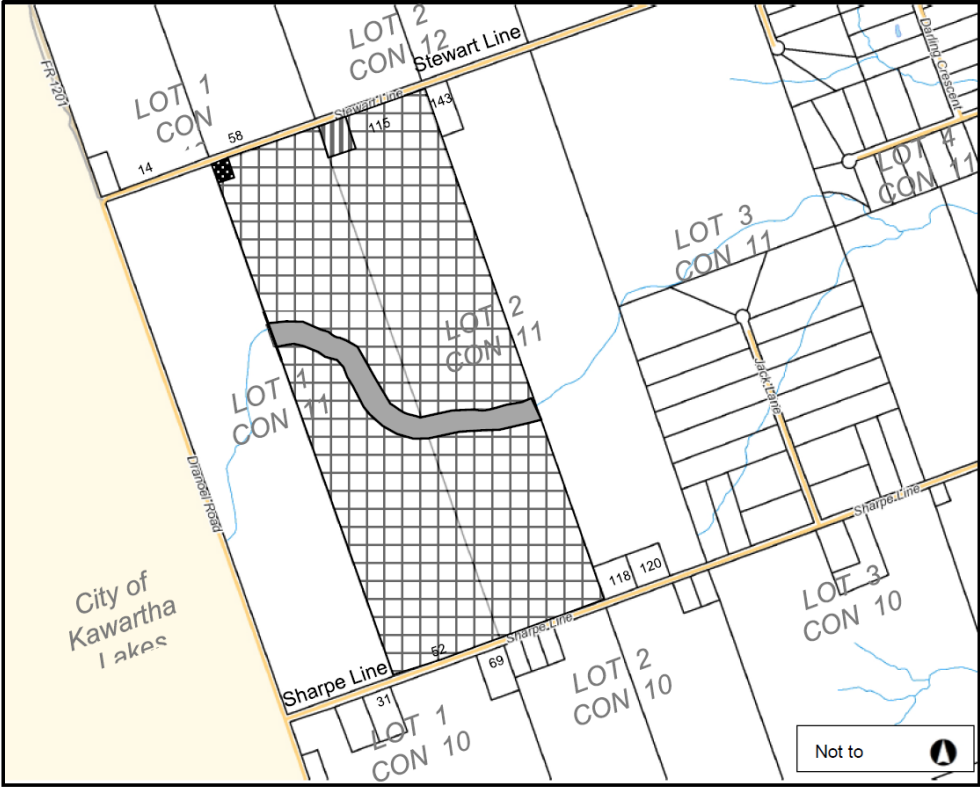
If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk

Schedule “1” to By-law No. 2020-52



Areas Affected by this By-law
115 Stewart Line, Part Lot 2, Con. 11
And
52 Sharpe Line, Part Lot 1, Con. 11
Cavan Ward
Township of Cavan Monaghan

Certificate of Authentication
This is Schedule “1” to By-law
No. 2020-52 passed this
8th day of September, 2020



Rezone from the Institutional (I) Zone
to the Agricultural (A) Zone



Rezone from the Agricultural (A) Zone
to the Institutional (I) Zone



Area to remain zoned the Agricultural (A) Zone



Area to remain zoned the Natural Linkage (NL) Zone

Mayor

Clerk

Delegation Request

Please complete the following form. You may submit to the Township of Cavan Monaghan by either:

- * Printing and **faxing a copy to 705-932-3458**
- * Saving this file to your computer and **emailing it to earthurs@cavanmonaghan.net**

Once your delegation request is received, the Clerk's Department will contact you to confirm receipt.

Date	<input type="text" value="2020-08-25"/>	Meeting date	<input type="text" value="2020-09-08"/>
Subject	<input type="text" value="Leaf and Yard Waste Diversion Opportunity"/>		
Name	<input type="text" value="Woodleigh Farms Ltd. - Norm Lamothe"/>		
Address	<input type="text" value="528 Sharpe Line"/>		
Town / City	<input type="text" value="Cavan"/>		
Province	<input type="text" value="Ontario"/>	Postal Code	<input type="text" value="L0A 1C0"/>
Phone (daytime)	<input type="text" value="705-761-2063"/>	Phone (evening)	<input type="text" value="705-761-2063"/>
Fax number	<input type="text"/>	Email address	<input type="text" value="woodleighfarms@gmail.com"/>

Do you require any Accessibility Accommodation? ☐ Yes ☒ No

Name of group or person(s) being represented, if applicable:

Woodleigh Farms Ltd.

Brief statement of issue or purpose of deputation:

Woodleigh Farms Ltd. is interested in pursuing a formal relationship with the Township of Cavan Monaghan for the diversion of its Leaf and Yard Waste program from to our farm to be used a soil amendment for agricultural purposes. We are proposing a local, cost effective solution for the community.

Personal information on this form is collected under the legal authority of the Municipal Act, as amended. The information is collected and maintained for the purpose of creating a record that is available to the general public, pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. Questions about this collection should be directed to the Township Clerk, Township of Cavan Monaghan 988 County Road 10, Millbrook, ON L0A 1G0 www.cavanmonaghan.net 705-932-9326

Planning for Tomorrow Today



Introduction

Norm Lamothe – Woodleigh Farms Ltd.

Agriculture

- 6th generation farmer
- 500-acre farming operation (Cavan, Ontario)

Past Professor

- Food and Farming Program (Durham College)

Community Involved

- Millbrook Agricultural Society, Millbrook
Figure Skating Club, Millbrook Minor Hockey

Entrepreneurship

- Co-founder, Deveron UAS Corp.
- Aviation Businesses (brokerage, flight training)







Why Do We Care?

- It is estimated that the normal levels of carbon in cultivated soils around the World have been reduced by 50 to 70%
- In North America, we have seen a decline of over 50% of our soil organic matter over the past 100 years
- In Ontario, 82% of agriculture lands are seeing a decrease in soil organic matter year-over-year
- Primarily through tillage, carbon materials are exposed to air where they are oxidized (CO₂), making soils vulnerable to erosion, wind and rain events

Our Goals

On-Farm Solutions

- Creation of value-adds from existing sources
 - Forest residues, organic waste materials
- Building organic matter
 - Crop rotations, cover crops

Securing Off-farm Sources of Organic Matter

- Municipal waste diversion
 - Leaf and yard waste , organics, biosolids







Project Benefits

Environmental

- Helping to decarbonize the atmosphere
- Municipal waste diversion
- Improve local soil quality
- Decrease farm leaching and runoff

Economic

- Create a high-value product from waste materials
- Capital savings for the Township

Social

- Local job creation
- Local collaborations

Timelines

January 2019 to Present

January 2019 - Met with Peterborough County, Waste Management

March 2019 - Met with Peterborough County, Leadership

March 2019 - Secured NRC IRAP funding for a 1-year Feasibility Study

September 2019 - Hired two Innovation and Infrastructure Leads

October 2019 - Met with Township of Cavan-Monaghan staff

Fall 2019 - Received Cavan-Monaghan's leaf and yard waste – pilot basis

November 2019 - MECP Inspection of Leaf and Yard Waste Facility
(O.Reg. 101/94) and approval

February 2020 – OMAFRA, NASM approval for storage & field application

Spring 2020 - Received Cavan-Monaghan's leaf and yard waste – pilot basis

Timeline & Goals - Next Steps

Fall 2020

- Invitation to Council Members and Township Staff to visit and tour our farm and facilities
- Secure long-term (5-10 year) relationship with the Township for the diversion of Leaf and Yard Waste materials
- Proposing a \$30.00 + HST per tonne of material received as a tipping fee, delivered to our designated receiving site(s)



Questions?

Norm Lamothe

Woodleigh Farms Ltd.

(705) 761-2063

woodleighfarms@gmail.com



Minutes
The Township of Cavan Monaghan
Regular Council Meeting

Tuesday, August 4, 2020
1:00 p.m.
Remote Locations

Those members in attendance 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
	Brigid Ayotte	Economic and Community Development Coordinator

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/04/08/20/01

Moved by: Graham

Seconded by: Moore

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

Recorded	For	Against
Belch	X	
Huntley	X	
Moore	X	

Graham	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. Public Meeting

6.1 Resolution to open the Public Meeting

R/04/08/20/02

Moved by: Moore

Seconded by: Huntley

That the Public Meeting be opened pursuant to Section 17 of the Planning Act, R.S.O, 1990 P.13, as amended.

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

Carried

6.2 Report - Planning-2020-23 Justco Ltd. Zoning By-law Amendment

Ms. Ellis spoke to the application for the Zoning By-law Amendment, noting the reason for the application, the review that was provided and the comments that were received. She spoke to expediting the process for the applicant and the request that Council approve the By-law at this Council meeting.

6.3 Questions/Comments from members of Council

Council enquired about the number of employees that may be employed at Justco Ltd.

6.4 Questions/Comments from members of the Public

Kent Randall – EcoVue 311 George St. N, Peterborough

6.5 Consideration of the report

R/04/08/20/03

Moved by: Huntley

Seconded by: Belch

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

That, following the public meeting, By-law No. 2020-44 be presented to Council for approval.

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

Carried

6.6 Resolution to close the Public Meeting

R/04/08/20/04

Moved by: Graham

Seconded by: Belch

That the Public Meeting be closed.

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

Carried

7. Delegations

There were no delegations.

8. Minutes

8.1 Minutes of the Regular Council meeting held July 6, 2020

R/04/08/20/05

Moved by: Graham

Seconded by: Huntley

That the minutes of the Regular Council meeting held July 6, 2020 be approved as presented.

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

Carried

8.2 Minutes of the Special Council meeting held July 20, 2020

R/04/08/20/06

Moved by: Moore

Seconded by: Huntley

That the minutes of the Special Council meeting held July 20, 2020 be approved as presented.

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

Carried

9. Minutes from Committees and Boards

There were no minutes from Committees and Boards.

10. Reports

10.1 Report - Finance-2020-17 Actual to Budget, January to June 2020

Councillor Belch left the meeting. (1:20 p.m.)

R/04/08/20/07

Moved by: Graham

Seconded by: Huntley

That Council receives the Actual to Budget Report for the period of January 1 to June 30, 2020.

Recorded	For	Against
Moore	X	
Huntley	X	
Graham	X	
McFadden	X	
Results	4	0

Carried

10.2 Report - Planning-2020-22 Cameron (Duguay) OPA and ZBA Applications OPA-01-20 and ZBA-12-17 Report

R/04/08/20/08

Moved by: Graham

Seconded by: Huntley

That Council approve By-law No. 2020-43 to adopt Official Plan Amendment No. 5 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 the Zoning By-law Amendment be presented to Council for approval when the related Plan of Subdivision Application has been draft approved by Peterborough County and the details of the plan of subdivision are finalized.

Recorded	For	Against
Graham	X	
Moore	X	
Huntley	X	
McFadden	X	

Results

4

0

Carried

10.3 Report - Planning-2020-24 Justco Limited Site Plan Approval Application

Councillor Belch returned to the meeting. (1:25 p.m.)

R/04/08/20/09

Moved by: Graham

Seconded by: Moore

That the Site Plan application submitted for the construction of a new industrial building and associated parking and loading, stormwater management and servicing facilities on property at 50 Elmdale Road in part of Lot 4, Concession 10 of the North Monaghan Ward be accepted with the following revisions:

- i. the addition of details about the garbage/recycling enclosure;
 - ii. the addition of signage details, if required; and
 - iii. the revision of stormwater management plan details to the satisfaction of Township Staff and Otonabee Conservation Staff;
2. That the accepted plans and supporting documentation be forwarded to the Township Solicitor for preparation of a site plan agreement;
 3. That the Township Solicitor be requested to include a clause in the Site Plan Agreement acknowledging that the subject lands are located within the hazard distance of a propane facility;
 4. That the Township Solicitor be requested to include a clause in the Site Plan Agreement acknowledging that garbage and recycling collection and disposal is the responsibility of the property owner; and
 5. That on-site water requirements be reviewed at the time of building permit.

Recorded

For

Against

Belch

X

Moore

X

Graham

X

Huntley

X

McFadden

X

Results

5

0

Carried

10.4 Report - Economic Development-2020-04 Economic Development Inquiry Update - 2nd Quarter

R/04/08/20/10

Moved by: Moore

Seconded by: Graham

That Council receive Report ECD 2020-04 Economic Development Inquiry Update 2nd Quarter for information.

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

Carried

10.5 Report - Public Works-2020-16 Contract Extension - Wither's Waste Management Organic Waste

R/04/08/20/11

Moved by: Graham

Seconded by: Huntley

That Council approve By-law No. 2020-41 being a by-law to extend the Organic Waste Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd. (Withers Waste Management) for organic waste curbside collection and disposal services;

That staff be directed to amend section 1.1 of the agreement to reflect an end date of December 31, 2020;

That Council approve for the Township to receive collection of Organic Waste at the Township Transfer Station in Molok Units; and

That staff be directed to bring back a report in November 2020 for Council to consider organic waste collection beyond 2020.

Recorded	For	Against
Moore	X	
Belch	X	
Graham	X	
Huntley	X	
McFadden	X	

Results

5

0

Carried

Mayor McFadden called for a recess. (1:42 p.m.)
The Regular Council meeting resumed. (1:46 p.m.)

10.6 Report - Public Works-2020-17 Speed Limit on Syer Line

R/04/08/20/12

Moved by: Graham

Seconded by: Huntley

That Council approve amending the Traffic and Parking By-law No. 2019-25 to indicate that the speed limit for Syer Line, from Tapley 1/4 Line to 200 metres West of the bridge be decreased to 60 km/hr. and 200 metres West of the bridge to the CPR bridge be decreased to 50 km/hr.; and
That Council direct staff to bring back an annual report on requests and proposed changes to the Township's Traffic By-law each September.

Recorded

For

Against

Graham

X

Belch

X

Huntley

X

Moore

X

McFadden

X

Results

5

0

Carried

10.7 Report - Public Works-2020-18 Update for Information - Groundwater Monitoring

R/04/08/20/13

Moved by: Belch

Seconded by: Graham

That Council receives Public Works Report No. 2017-19 - Update for Information Report - Groundwater Monitoring.

Recorded

For

Against

Huntley

X

Belch

X

Moore	X	
Graham	X	
McFadden	X	
Results	5	0

Carried

10.8 Report - Fire-2020-03 Mutual Aid Plan Update

R/04/08/20/14

Moved by: Belch

Seconded by: Graham

That Council approve By-law No. 2020-48 being a by-law to authorize the Township of Cavan Monaghan Fire Department to adopt and participate in the County of Peterborough Mutual Aid Plan; and

That Council repeal By-law No. 2005-65.

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

Carried

10.9 Report - Corporate Services-2020-14 Cavan Monaghan Policing Services

R/04/08/20/15

Moved by: Graham

Seconded by: Moore

That Council approve the Amending Agreement with the City of Peterborough and the Peterborough Police Services effective October 1, 2020 - September 30, 2021.

Recorded	For	Against
Moore	X	
Huntley	X	
Graham	X	

Belch	X	
McFadden	X	
Results	5	0

Carried

10.10 Report - Corporate Services-2020-15 Procedural By-law Amendment - Electronic Participation

R/04/08/20/16

Moved by: Graham

Seconded by: Belch

That Council approve By-law No. 2020-46 being a by-law to amend By-law No. 2018-13 as amended being a by-law to govern the calling, place and proceedings of meetings "Otherwise known as the Procedural By-law".

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

Carried

10.11 Report - Corporate Services-2020-16 Integrity Commissioner Services

R/04/08/20/17

Moved by: Moore

Seconded by: Graham

That Council approve By-law No. 2020-47 being a by-law to appoint Cunningham, Swan, Carty, Little & Bonham LLP as the Integrity Commissioner for the Township of Cavan Monaghan effective September 1, 2020.

Recorded	For	Against
Graham	X	
Belch	X	
Moore	X	

Huntley	X	
McFadden	X	
Results	5	0

Carried

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

R/04/08/20/18

Moved by: Graham

Seconded by: Huntley

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

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

Carried

10.13 Council/Committee Verbal Reports

Deputy Mayor Graham spoke to the messages provided from Peterborough Public Health noting the mandatory masks as of August 1, 2020.

Councillor Huntley spoke to the BIA meetings being held via Zoom.

R/04/08/20/19

Moved by: Belch

Seconded by: Graham

That Council receive the Council/Committee verbal reports 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 brought forward.

13. Correspondence for Action

There was no correspondence for action.

14. By-laws

14.1 By-law No. 2020-41 being a by-law to execute a Waste Management Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd. o/a Withers Waste Management, for the curbside collection of organic waste

14.2 By-law No. 2020-42 being a by-law to authorize an agreement with the Peterborough Police Service

14.3 By-law No. 2020-43 Adoption for Official Plan Amendment No. 5 - Cameron

14.4 By-law No. 2020-44 being a by-law to amend By-law No. 2018-58, as amended, otherwise known as The Township of Cavan Monaghan Zoning By-law

14.5 By-law No. 2020-45 being a by-law to amend By-law No. 2019-25 to regulate traffic and parking within the limits of the Township of Cavan Monaghan

14.6 By-law No. 2020-46 being a by-law to amend By-law No. 2018-13 as amended, being a by-law to govern the calling, place and proceedings of meeting "Otherwise known as the Procedural By-law"

14.7 By-law No. 2020-47 being a by-law to appoint an Integrity Commissioner for the Township of Cavan Monaghan

14.8 By-law No. 2020-48 being a by-law to authorize the Township of Cavan Monaghan Fire Department to adopt and participate in the County of Peterborough Mutual Aid Plan

R/04/08/20/20
Moved by: Belch

Seconded by: Huntley

That By-law No. 2020-41 being a by-law to execute a Waste Management Agreement between the Township of Cavan Monaghan and 2337700 Ontario Ltd. o/a Withers Waste Management, for the curbside collection of organic waste; and that By-law No. 2020-42 being a by-law to authorize an agreement with the Peterborough Police Service; and that By-law No. 2020-43 Adoption for Official Plan Amendment No. 5 – Cameron; and that By-law No. 2020-44 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. 2020-45 being a by-law to amend By-law No. 2019-25 to regulate traffic and parking within the limits of the Township of Cavan Monaghan; and that By-law No. 2020-46 being a by-law to amend By-law No. 2018-13 as amended, being a by-law to govern the calling, place and proceedings of meeting "Otherwise known as the Procedural By-law"; and that By-law No. 2020-47 being a by-law to appoint an Integrity Commissioner for the Township of Cavan Monaghan; and that By-law No. 2020-48 being a by-law to authorize the Township of Cavan Monaghan Fire Department to adopt and participate in the County of Peterborough Mutual Aid Plan be read a first, second and third time and passed this 4th day of August, 2020 signed by the Mayor and Clerk and the corporate seal attached.

Recorded	For	Against
Belch	X	
Moore	X	
Graham	X	
Huntley	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. 2020-49 being a by-law to confirm the proceedings of the meeting held August 4, 2020

R/04/08/20/21

Moved by: Graham

Seconded by: Huntley

That By-law No. 2020-49 being a by-law to confirm the proceedings of the meeting held August 4, 2020 be read a first, second and third time and passed this 4th day of August, signed by the Mayor and Clerk and the corporate seal attached.

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

Carried

18. Adjournment

R/04/08/20/22

Moved by: Huntley

Seconded by: Graham

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 2:13 p.m.

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

Carried

Scott McFadden
Mayor

Elana Arthurs
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Kimberley Pope, Finance Department
Report Number:	Finance 2020-19
Subject:	2018-2020 Actual to Budget Comparison up to July 31, 2020

Recommendation:

That Council receives the 2018-2020 Actual to Budget Comparison Report, for the period from January 1 to July 31 for each fiscal year.

Overview:

The purpose of this report is to provide Council with an Actual to Budget Report, as of July 31, 2020 in comparison to the last two fiscal years (2018-2019) in accordance with the Purchasing Policy By-law No. 2020-22 and the annual Operating Budget, approved by Council.

As a follow-up to the previous two Actual to Budget Reports (1st Quarter, Finance 2020-10 and 2nd Quarter, Finance 2020-17) Councilor Huntley requested a comparison between fiscal years at the same point in time, for information purposes.

Each Department Head is responsible for procurement, purchasing and acquisitions within the approved budget or any amendment to same as approved by Council and the Treasurer is authorized to pay the accounts. All procurement reports recommending such matters requires endorsement by the Treasurer and the Chief Administrative Officer or designates.

The Purchasing Policy By-law No. 2020-22, being a by-law respecting the procurement of Goods and Services for the Township of Cavan Monaghan, provides guidance for an open and honest procurement program, with transparency as a cornerstone of the decision-making process. This policy promotes and maintains the integrity of the purchasing process and protects Council, vendors and staff involved in the process by providing clear direction and accountabilities.

Financial Impact:

The Year to Date (YTD) Actuals are provided as of July 31, 2020 with comparison to the last two fiscal years (2018-2019) in the side by side comparison on the attachment provided.

Attachment:

2018-2020 Operating Budget Comparison Annual Summary ending July 31.

Respectfully Submitted by,

Reviewed by,

Kimberley Pope
Director of Finance/Treasurer

Yvette Hurley
Chief Administrative Officer

2020 Consolidated Departments in comparison to 2019 & 2018 YTD

up to July 31, 2020

	<u>2020</u>			<u>2019</u>			<u>2018</u>		
	YTD Actual	Budget	Budget Used	YTD Actual	Budget	Budget Used	YTD Actual	Budget	Budget Used
Operating Budget									
Planning	\$112,970	\$325,452	34.71%	\$72,805	\$195,920	37.16%	\$39,814	\$198,480	20.06%
Building (funded through Building Reserve)	\$137,328	\$362,760	37.86%	\$122,209	\$241,985	50.50%	\$127,580	\$211,089	60.44%
Protective Services (Operating)	\$361,660	\$758,509	47.68%	\$333,361	\$705,005	47.28%	\$361,100	\$623,611	57.90%
Protective Services (Vehicles)	\$22,788	\$50,634	45.01%	\$44,216	\$50,292	87.92%	\$24,840	\$45,000	55.20%
By-law Enforcement	\$2,997	\$8,121	36.90%	\$2,578	\$5,950	43.33%	\$5,880	\$11,230	52.36%
Public Works (Operating)	\$760,255	\$1,522,435	49.94%	\$787,210	\$1,501,480	52.43%	\$679,317	\$1,388,444	48.93%
Public Works (Solar)	\$43,230	\$22,269	194.13%	\$12,926	\$7,204	179.43%	\$2,492	\$387	643.95%
Public Works (Vehicles)	\$144,992	\$424,235	34.18%	\$216,845	\$363,284	59.69%	\$187,152	\$321,466	58.22%
Public Works (Environmental)	\$171,075	\$390,425	43.82%	\$152,852	\$338,912	45.10%	\$150,315	\$254,420	59.08%
Parks & Facilities (Operating)	\$388,091	\$1,136,531	34.15%	\$248,072	\$628,860	39.45%	\$251,520	\$615,443	40.87%
Parks & Facilities (Vehicles)	\$6,023	\$14,688	41.01%	\$8,656	\$10,635	81.39%	\$4,308	\$15,220	28.31%
Office of the CAO & ECD	\$188,940	\$423,630	44.60%	\$169,697	\$361,670	46.92%	\$165,655	\$334,220	49.56%
Office of the Clerk	\$166,258	\$286,478	58.04%	\$120,853	\$277,704	43.52%	\$143,686	\$256,183	56.09%
Finance & Information Technology	\$179,323	\$290,644	61.70%	\$105,523	\$277,780	37.99%	\$124,613	\$268,978	46.33%
Consolidated Department Net Changes	\$2,685,931	\$6,016,811	44.64%	\$2,397,802	\$6,016,811	39.85%	\$2,268,274	\$6,016,811	37.70%
Council	\$107,969	\$186,715	57.83%	\$113,681	\$206,130	55.15%	\$90,822	\$176,695	51.40%
Library, Boards & Authorities	\$358,293	\$451,343	79.38%	\$369,506	\$414,795	89.08%	\$351,228	\$392,672	89.45%
Police Contract & Services	\$768,133	\$1,310,023	58.64%	\$741,436	\$1,274,537	58.17%	\$718,956	\$1,232,501	58.33%
Consolidated Other Services/Levy Changes	\$1,234,395	\$1,948,081	63.36%	\$1,224,623	\$1,948,081	62.86%	\$1,161,006	\$1,948,081	59.60%
Total Department & Other Services/Levy	\$3,920,325	\$7,964,892	49.22%	\$3,622,425	\$7,964,892	45.48%	\$3,429,280	\$7,964,892	43.05%
Water & Wastewater Expenses	\$657,954	\$1,549,108	42.47%	\$748,106	\$1,539,950	48.58%	\$748,540	\$1,489,567	50.25%
Total, including Water & Wastewater	\$4,578,280	\$9,514,000	48.12%	\$4,370,531	\$9,504,842	45.98%	\$4,177,820	\$9,454,459	44.19%



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Kimberley Pope, Finance Department
Report Number:	Finance 2020-18
Subject:	COVID-19 Update No.3, Waiving of Penalty/Interest Charges and loss of Revenues (April 1 to August 31, 2020)

Recommendation:

That Council receive Finance Report 2020-18 for information purposes.

Overview:

The CAO & Director of Finance continue to support the waiving of late payment penalties (current year billings) during the COVID-19 municipal closure and, in support of the stages of the province's reopening plan. The waiving of late payment penalties will be extended until the final annual tax installment due date of October 31, 2020.

The Municipality will reactivate interest charges (on previous year arrears) effective September 1, 2020 as these interest charges are applied to outstanding taxes and/or billings prior to the COVID-19 pandemic. Local municipalities within the Peterborough County independently recommenced penalty and/or interest charges between July 14 and September 1, 2020.

On August 12, 2020 the Ontario government announced \$4 billion in emergency assistance to provide Ontario's 444 municipalities with the support they need to respond to COVID-19 as part of the federal-provincial Safe Restart Agreement. "Municipalities play a key role in delivering critical services that Ontarians rely on and are at the frontlines of a safe reopening of the economy. This investment will provide support to municipalities ... to help them address financial pressures related to COVID-19, maintain critical services and protect vulnerable people as the province safely and gradually opens." The funding will be released under two phases; Immediate Funding for Municipal Pressures (Phase 1, funding allocated on a per household basis) and Additional Municipal Pressures (Phase 2, applications due by October 30, for municipalities who can demonstrate operating costs and pressures exceeding Phase 1 allocation due to greater financial impacts arising from COVID-19).

As Premier Ford has indicated, "by working together, we have united the country in the face of the immense challenges brought on by COVID-19 and secured a historic deal with the federal government to ensure a strong recovery for Ontario and for Canada".

The Township of Cavan Monaghan was allocated \$217,000 under Phase 1, Immediate Funding for Municipal Pressures as part of the federal-provincial Safe Restart Agreement as per the letter received from the Minister of Municipal Affairs and Housing. Phase 1 payments are expected to be released to municipalities in September.

As outlined in previous COVID-19 Finance Reports, 2020-05 and 2020-14, in March 2020 the Township of Cavan Monaghan activated the Emergency Response Plan, delegated authority to waive user fees and charges and declared a State of Emergency to reinforce the need for residents to take necessary precautions to reduce the impacts of the present COVID-19 pandemic. The Province also released the 2020 Provincial Economic and Fiscal Update and Ontario's Action Plan and provided a 90-day deferral of the quarterly education property tax remittance to school boards.

Financial Impact:

The Municipality has experienced operating costs and pressures of \$302,875 due to the COVID-19 pandemic. This total consists of \$188,760 in revenue losses, for the waiving the late payment penalties and loss of rental revenues, plus operating costs of \$114,115 from additional expenditures between April and August of 2020;

- \$103,257 Penalty & Interest on Property Taxes
- \$ 17,756 Water and Wastewater Penalty Fees
- \$ 67,747 Parks & Facilities Rental Revenue Losses
- \$114,115 Operating Costs (Emergency Fund "77")

The Safe Restart Phase 1 funding, of \$217,000, will be utilized to support the COVID-19 operating costs, loss of revenues and pressures as outlined above. The Municipality will submit Phase 2 reports, by October 30, outlining the greater financial impacts that demonstrate costs and pressures that exceeded our Phase 1 household allocation of \$217,000.

Although the Gaming & Casino Revenues (OLG) are not utilized to offset operating costs for the Municipality, these funds are added into reserves to supplement capital projects for the Municipality. In 2020, as per the last OLG update, the Municipality has received 60% less in OLG revenues as a comparison to last year at this time. This results in a Gaming & Casino Revenue loss of approximately \$127,400 to date.

Historically, over the past three years, the average penalty/interest payment penalties were \$14,000/month (property taxes) and \$2,000/month (water & wastewater). The Parks & Facilities department have estimated the loss in rental revenues based on cancelled hours/bookings due to the closures at the CMCC, Old Millbrook Arena, Old Millbrook School, Maple Leaf Park and the Municipal Office.

The late payment penalty revenues are part of the annual Operating Budget which offset the following expenses, such as; allocated wages for tax collections and arrears, bailiff and tax sale administration, notices, postage/courier fees, and tax rebates (vacancy, charity, senior/low income, disabled and credit supplementals). The rental revenues are included in the annual Operating Budget to offset the operating costs of the municipal parks & facilities.

Any excess penalty, interest and revenues at year end are carried forward as an operating surplus to mitigate the future municipal tax rate or transferred to the water and wastewater reserves to mitigate future utility rates, where applicable.

Respectfully Submitted by,

Reviewed by,

Kimberley Pope
Director of Finance/Treasurer

Yvette Hurley
Chief Administrative Officer



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-28
Subject:	County Official Plan Project Status Report

Recommendation:

That Report Planning 2020-28 be received for information.

Overview:

In May of 2017, the County of Peterborough launched the County Official Plan project with a work plan and public consultation strategy approved by Council. In October of 2017, the Township of Cavan Monaghan joined the project.

Planning Staff have been participating in Technical Advisory Committee (TAC) meetings on a regular basis to help develop the content of the new Official Plan. Minutes from the Technical Advisory Committee meetings are regularly circulated to Council via the Township Clerk's Office. Copies of the Minutes are also found at <https://www.ptbocounty.ca/en/growing/new-county-op.aspx#>.

Regular status reports on the progress of the County Official Plan project have been prepared by Bryan Weir, Director of Planning for Peterborough County and provided to County Council and local Councils. The most recent reports are dated February 5, 2020 and August 26, 2020. Copies of these Update Reports are provided for information as Attachment Nos. 1 and 2 to this Report.

Financial Impact:

None at this time.

Attachments:

- Attachment No. 1: County Council Staff Report PLG 2020 002
- Attachment No. 2: County Council Staff Report PLG 2020 012

Respectfully Submitted by,

Karen Ellis
Director of Planning

Reviewed by,

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: County Council Staff Report PLG 2020 002



Staff Report County Council

To: Warden and Members of Council
From: Bryan Weir, Director of Planning
Date: February 5, 2020

Subject: PLG 2020-002 County Official Plan Project Update

Recommendation: That County Council receive this report for information, and that this report be forwarded to all local Councils as an update on the County Official Plan Project.

Overview

This report is being provided to Council as an update on the County Official Plan process.

Background

In May 2017 the County Official Plan project was officially launched, and the Work Plan and Public Consultation Strategy approved by Council. This was followed by a series of Open Houses intended to make the public aware that this process was being undertaken, and to undertake a preliminary survey to determine which planning issues were of greatest concern to the community.

Since that time, the Official Plan (OP) project has been mentioned in several reports to Council either through comments on changing Provincial legislation and the impact of those changes to the project, or as a stand-alone update on the project to garner Council support for changes to the Technical Advisory Committee structure.

Analysis

Currently, all eight local Municipalities have opted into the new County Official Plan. This Plan will be one of only a few in the province which are structured in a way so as to serve both the upper and lower tier Municipalities. While this does mean a marginally higher workload in the development phase of the Official Plan, there are efficiencies once the Plan is in effect (e.g. only one Amendment for Provincial conformity exercises or County-wide policy changes, a consistent set of mapping standards across all Townships etc.).

The Technical Advisory Committee (TAC) is made up of staff from all eight local Municipalities and representatives from both Curve Lake and Hiawatha First Nations.



Staff Report

recommendations titled 'Health in Official Plans: A Toolkit', which the TAC reviewed and developed policies based on the recommendations therein.

County and local Municipal staff continue to field questions and requests for information related to the Official Plan project, and local Municipal staff have also identified local interest groups and associations to be notified. To date our consultation database contains 34 individual comments and/or requests for notification from the general public and 27 interest groups/associations. Comments from members of the public are accepted at any time.

Identified Issues, Challenges and Key Interest Areas

During the initial public consultation phase, the County conducted a poll to determine which parts of the Official Plan were a priority for the community. The results indicate that almost every aspect of the Plan holds significance to the greater community, which means that County staff and the TAC are tasked with balancing not only the requirements of Provincial policy but also the protection of the natural environment, its resources and agricultural areas, with the increased desire for economic growth and development, and greater consideration for public health and safety.

In addition to the above 'balancing act', the County has heard from local Councils, local Municipal staff and members of the public that severances are a key area of interest and there is demand to see increased development by consent. This request poses another set of challenges, both trying to fit it in with the priorities of the community identified above, and within the greater Provincial policy context which requires that majority of development take place within existing settlement areas, for development to be allocated in accordance with the Land Needs Assessment and for excess lands (where no development may be permitted) to be identified.

Local Municipalities and members of the public have indicated a need for not only more affordable housing, but alternative forms of housing. The rising cost of homes is making it difficult for new home buyers to enter the market, and alternatives are being sought in order to bridge this gap. Homelessness is also on the rise and while most services are found within the City of Peterborough, those in need of a home may also want the option to return to their home community. As part of the development of the Official Plan, County staff and the TAC will be looking at options to provide a greater range of housing within the County.

The provision of employment lands has also been identified as a key interest area to be addressed through the new Official Plan. Currently there is very little employment land that remains available across the County, and the provision of additional employment

Staff Report

lands is a way of promoting economic development and creating jobs within our communities. This will need to be carefully considered as the Official Plan project moves forward to ensure there are sufficient employment lands, in appropriate locations and for a variety of employment types across the County to accommodate Provincial employment forecasts. The amount of employment lands needed will be informed by the Land Needs Assessment as required by the Provincial Growth Plan.

Changing Provincial legislation has caused significant delays to the Official Plan project. Shortly after the project was launched, a new Growth Plan (2017) took effect. This policy change was drastic in comparison to the previous version of the Growth Plan (2006). The new legislation went into much greater detail, prohibited or restricted development in many areas of the County and implemented Natural Heritage and Agricultural Systems immediately. In addition, a series of Provincial guidance documents were referenced and expected to be implemented but these guidance documents were not released together with the 2017 Growth Plan, making it impossible to move forward with certain aspects of the new Official Plan (completing the Land Needs Assessment, for example). Due to the strict policy environment, and financial and technical burden of the studies needed to be completed to obtain conformity with the Growth Plan, County Council – together with the Councils of Northumberland County and City of Kawartha Lakes – formally requested to be removed from the Provincial Growth Plan. An amended Growth Plan took effect in May 2019, with the County still subject to its policies. Since this time, County staff and the TAC have been developing draft Official Plan policies within the Provincial policy limits.

Furthermore, in February 2019, heads of Council were provided a letter from the Ministry of Municipal Affairs and Housing stating that an interim pause on reviews of major planning documents be considered in light of the Provincial review of the Planning Act and Provincial Policy Statement and their potential impact on these types of projects. County staff and the TAC considered the content of the Minister's letter, but have continued with the development of the Official Plan where possible so as not to cause further delays. The Provincial Policy Statement (PPS) did undergo a review in 2019, and comments have been provided to the Province through County Council. To date, the proposed amendments to the PPS remain in draft format.

The changing Provincial policy has not only had direct impact on the process of the new Official Plan, but indirectly through use of staff time which was occupied in determining how changes would impact the OP project, reviewing and commenting on draft documents, guidelines and mapping, attending Provincial workshops and forums, and providing direction on other applications currently in process.

Staff Report

Next Steps

TAC meetings have been scheduled throughout 2020 to continue with policy development, and mapping review and refinement.

The Technical Advisory Committee will also consult with local agencies for their input on policies that relate to their mandate (e.g. Conservation Authorities), and develop consultation policies and strategies with First Nations communities through the Community Economic Development Initiative (CEDI) Project.

County staff, in consultation with Council and the Technical Advisory Committee, will work towards the preparation of a Land Needs Assessment as required by the Provincial Growth Plan (to address both population and employment growth). Once completed, the results of the Land Needs Assessment will need to be implemented in the draft Official Plan and lands allocated to all local Municipalities to accommodate growth. It is expected that the growth allocation and deeming of 'excess lands' will be determined by County Council.

In 2020, County staff intend to meet with staff from Ministry of Municipal Affairs and Housing (MMAH) to discuss potential issues related to Provincial policy implementation, and determine how these issues can best be addressed. It is likely that County staff and/or a future consultant will work closely with the Ministry to ensure that the Land Needs Assessment is completed in accordance with Provincial requirements.

Prior to the official release of a draft Official Plan document, it will come before County Council together with a report outlining the intended means of public engagement. Although a Public Engagement Strategy has been previously approved by County Council, this will allow members of Council to carefully review the proposed engagement strategy and provide input on the public process. County staff will then attend local Councils for a review of the Official Plan document, and to ensure major local issues have not been overlooked. MMAH will also be provided with a draft of the new Official Plan for review and comment in accordance with the Planning Act and associated Regulations.

Once Councils have had the opportunity to review and provide input on a draft of the new Official Plan, the revised document will be formally released to the community for review and comment in accordance with the engagement strategy endorsed by Council. Notification will be sent to everyone in the consultation database, to the identified associations and interest groups, and posted in local newspapers. At this point in time, County staff intend to utilize the County website and social media to spread the word with assistance from local Municipalities through their social media accounts.



Staff Report

Financial Impact

None at this time.

Anticipated Impacts on Local and/or First Nations Communities

None at this time. Curve Lake and Hiawatha First Nations communities are represented on the Technical Advisory Committee and are collaboratively working on consultation policies and strategies to be included in the new Official Plan document.

Link to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Financial Responsibility |
| <input checked="" type="checkbox"/> Housing | <input checked="" type="checkbox"/> Industry & Business |
| <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development |

In consultation with:

1. CAO Troy Speck
2. Iain Mudd, Manager of Planning
3. Keziah Holden, Senior Planner

Communication Completed/required:

Report to be forwarded to all local Municipal Councils.

Attachments

None

Respectfully Submitted,

Original Signed by:
Bryan Weir
Director of Planning

For more information, please contact
Bryan Weir, Director of Planning
bweir@ptbocounty.ca
(705) 743-0380 ext. 2400

Attachment No. 2: County Council Staff Report PLG 2020 012



Staff Report County Council

To: Warden and Members of Council
From: Bryan Weir, Director of Planning
Date: August 26, 2020

Subject: PLG 2020 012 County Official Plan Project Update

Recommendation: That County Council receive for information the Director of Planning's report regarding an update on the County Official plan project,

And that this report be forwarded to all local Councils and First Nations in the County.

Overview

This report is being provided to Council as an update on the development of the new County Official Plan.

Background

As work continues on the development of a new County Official Plan, this update is provided since one has not been presented since the COVID-19 pandemic outbreak.

Analysis

On February 5, 2020, Council received report PLG 2020-002, being an update on the new County Official Plan project. Since that time, the COVID-19 pandemic emerged as one of the greatest general municipal challenges of all time. However, work on the County Official Plan did proceed, albeit in a different fashion.

The Technical Advisory Committee (TAC), made up of staff from all eight local Municipalities and representatives from both Curve Lake and Hiawatha First Nations, continued to meet using online technologies. With the exception of a month or two, the TAC have met regularly during the last 6 months to discuss and identify key issues, and work towards the development of the new Official Plan. To date the TAC has held 18 meetings, which does not include the former sub-committee of the TAC. Minutes from each of the TAC meetings can be found on the County website and are also provided directly to TAC members for their use thereby keeping all apprised on project progress.

Staff Report

The TAC has conducted a review of all policy sections with the exception of those policies directly related to undertaking a Growth Analysis. This analysis hinges upon the release of the final version of the Provincial Land Needs Assessment methodology. A draft of the methodology was published on the Environmental Registry earlier this year with the commenting period closing on July 31, 2020. Draft Official Plan policies were also reviewed using the new Provincial Policy Statement that came into effect in the spring.

Releasing draft policy for public comment at this time would not benefit the project since many policies still remain unwritten with many of those related to the outcome of a Growth Analysis. It is intended that this work will start once the final Land Needs Assessment methodology has been released by the Province.

However, for information, the following general description of the Goals and Objectives have been reviewed and confirmed by the TAC. These are presented by Policy Section and represent the general framework and direction for policy development.

County Official Plan – Goals and Objectives

Implementation

- Provide direction for implementing the Official Plan, including specific criteria for assessing development applications – will also address First Nations consultation
- Allow for the use of a number of planning tools by local Municipalities
- Manage transportation and infrastructure for new development
- Encourage development of healthy communities and opportunities to address climate change

Settlement Areas and Growth Management

*much of this section still needs to be addressed through Growth Management Study; only a small portion has been reviewed by TAC

- Promote development patterns which minimize land consumption and servicing costs
- Identify settlement areas that can accommodate future growth based on population forecasts and allocations
- Establish a hierarchy of settlement areas based on provincial criteria
- Provide direction for intensification and greenfield development
- Address housing and promote a variety of housing options

Natural Heritage Features and Natural Hazards

- Identify and protect natural heritage features and key hydrologic features
- Recognize linkages between and among natural heritage features
- Direct development away from natural hazard areas
- Implement the provincial Natural Heritage System overlay

Staff Report

Mineral Mining and Aggregate Resources

- Protect known significant deposits of aggregates for future extraction
- Identify lands that are currently licensed for aggregate extraction or have potential for future extraction
- Prevent land use conflicts with legally existing operations and those uses that could hinder future extraction of aggregate resources
- Mitigate extraction in a manner which minimizes social, economic and environmental impacts

Water Resources

- Protect existing and future sources of drinking water from incompatible land uses in accordance with provincial legislation
- Protect 'at capacity' lakes from further development
- Establish a minimum shoreline setback to protect the quality of water and hydrologic functions of our lake systems
- Manage growth in waterfront areas

Countryside Area

- Protect the agricultural system for the long-term use for agriculture
- Manage development in the countryside that is consistent with maintaining the rural and cultural landscape
- Encourage rural economic activity that does not adversely impact agricultural uses

Employment, Industry and Economy

*additional work following Growth Management Study will likely be necessary

- Balance the natural and cultural resources in the County with development in the tourism and recreation sector
- Ensure available lands, services and policies are in place to attract a wide range of investment and businesses
- Encourage a diverse economy while recognizing and promoting existing economies in agriculture, tourism, aggregate extraction and forestry

The production of new Land Use Schedules and mapping has commenced. Using mapping from current local municipal Official Plans, internal staff have collaborated with municipal staff to produce mapping that will achieve the following:

- Create larger, more readable maps
- Increase the number of maps for each municipality
- Present a more understandable mapping scheme/legend
- Incorporate Amendments to local Official Plan schedules
- Create consistency across all municipalities

Staff Report

- Contain possible change in boundaries of, and within, Settlement Area boundaries based on the Growth Analysis.

The creation of new mapping will be an ongoing task over the next number of months. We will be working with each local municipality and also with the Province as we strive to gain insights regarding how certain natural heritage features will be identified.

As mentioned above, one of the outstanding tasks relates to determining how and where growth will be accommodated. This is achieved by undertaking a Growth Analysis. Composed of both a Land Needs Assessment and a Land Availability Analysis, this work will likely be performed through the engagement of a consulting firm. Once the Province releases the final Land Needs Assessment methodology, the County will then be in a position to issue a Request for Proposal for this work.

Public consultation is a key component of the Official Plan project but its approach has been impacted by COVID-19. Staff will be providing consultation considerations that adhere to COVID-19 protocols in a later report. With a project of this magnitude, the public will want to review text and maps in a way that is easy, understandable and safe. In addition, it will be important to provide the public with the opportunity to comment on the Growth Analysis. As staff develop such a strategy, input from County Councillors and local municipal staff regarding consultation expectations would be appreciated. The consultation strategy will be developed through the TAC and presented to Council later this year, subject to the timing of the release of the final Land Needs Assessment methodology by the Province.

Financial Impact

None at this time.

Anticipated Impacts on Local and/or First Nations Communities

None at this time. All 8 municipalities as well as Curve Lake and Hiawatha First Nations communities are represented on the Technical Advisory Committee and are collaboratively working on consultation policies and strategies for inclusion in the new Official Plan.

Link to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Financial Responsibility |
| <input type="checkbox"/> Housing | <input checked="" type="checkbox"/> Industry & Business |
| <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development |



Staff Report

In consultation with:

1. Acting CAO, Sheridan Graham
2. Iain Mudd, Manager of Planning
3. Keziah Holden, Senior Planner

Communication Completed/required: Report to be forwarded to all local Municipal Councils and First Nations in Peterborough County.

Attachments: None.

Respectfully Submitted,

Original Signed by:

Bryan Weir
Director of Planning

For more information, please contact
Bryan Weir, Director of Planning
bweir@ptbocounty.ca
(705) 743-0380 ext. 2400



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-27
Subject:	Pristine Homes Part Lot Control Exemption By-law – Block 131, Plan 45M-256

Recommendations:

1. That By-law No. 2020-51 be approved to temporarily remove Part Lot Control from Block 131 on Plan 45M-256 as permitted under Section 50(7) of the Planning Act; and
2. That By-law No. 2020-51 be forwarded to Peterborough County for approval.

Overview:

Pristine Homes applied to the Township of Cavan Monaghan for an exemption of part lot control as it applies to Block 131 of Plan 45M-256 (Phase 1B of Towerhill South). The Block is designated and zoned to permit the development of a townhouse dwelling unit on each lot. A key map showing the location of Block 131 is provided as Attachment No. 1 to this Report.

Part Lot Control (Section 50(5) of the Planning Act) prohibits the conveyance of a portion of a lot on a registered plan of subdivision without consent issued from the County Land Division Committee. To exempt the property from Part Lot Control, Council can pass a part lot control exemption by-law.

By-law No. 2020-51 has been drafted to temporarily exempt Block 131 on Plan 45M-256 from Part Lot Control. By exempting Block 131 on Plan 45M-256 from Part Lot Control, the parcel of land associated with each townhouse unit can be registered in Land Titles.

The By-law contains a sunset clause of December 31, 2024. The time frame allows the owner to construct the townhouse units, confirm the property lines, and register and convey ownership of each parcel. After December 31, 2024, Part Lot Control will once

again be in effect on the land and consent would once again be required for the division of the land.

The Planning Act requires the Authority for subdivision approval to authorize Part Lot Control Exemption By-laws passed by the local Municipality. As County Council is the approval authority for subdivisions in the Township of Cavan Monaghan, County Council must approve the By-law before it becomes effective.

Cavan Monaghan Township and Peterborough County have approved part lot control exemption by-laws for Blocks 132, 133, 134, 136, 137, 138, 139, 140, 141, 142, and 143 of the Subdivision. A part lot control exemption by-law for Block 135 remains outstanding.

Financial Impact:

None at this time. The required application fee has been received by the Township.

Attachments:

Attachment No. 1: Key Map
Attachment No. 2: By-law No. 2020-51

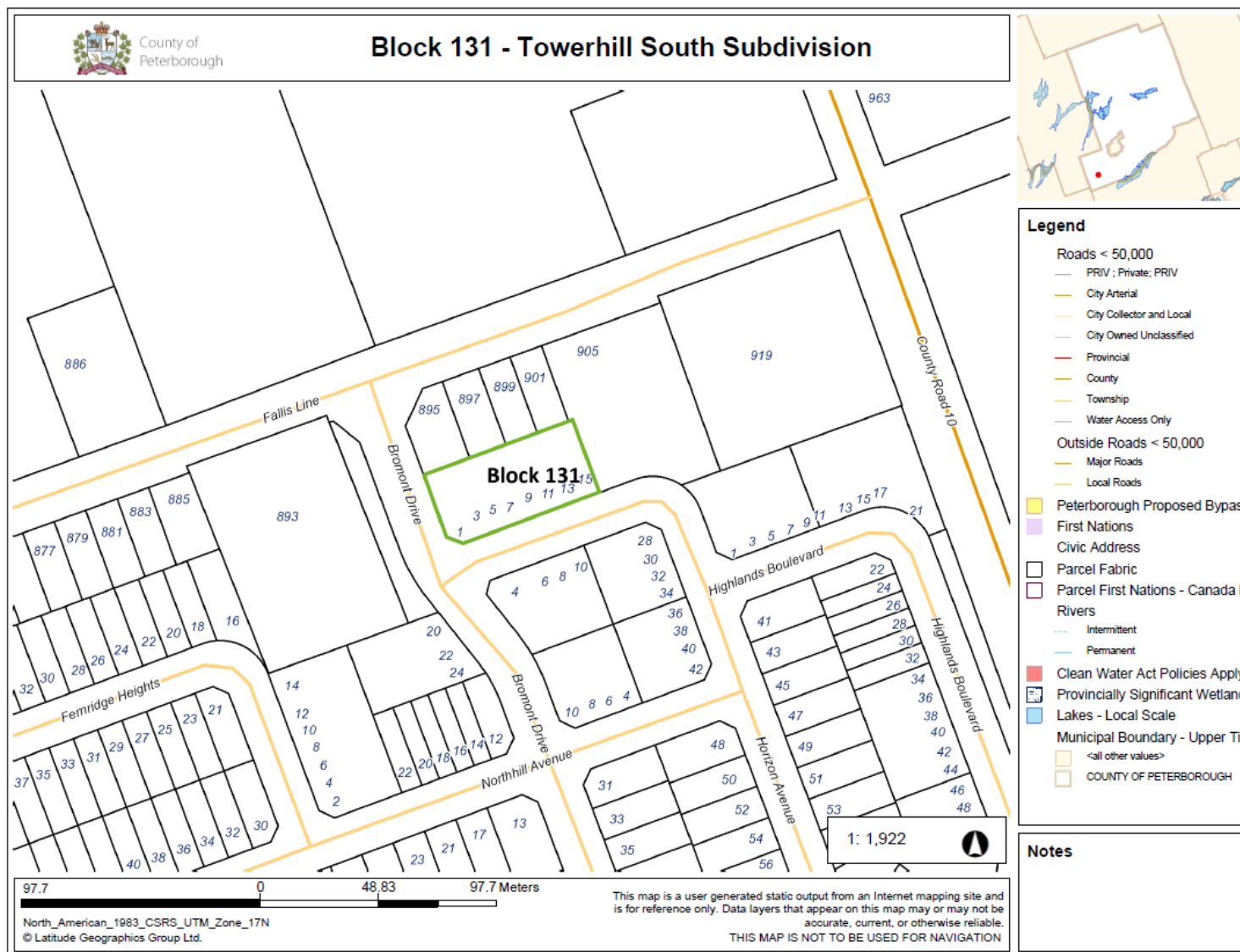
Respectfully Submitted by,

Reviewed by,

Karen Ellis, B.A.A.
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map



Attachment No. 2: By-law No. 2020-51

The Township of Cavan Monaghan

By-law No. 2020-51

**Being a by-law to temporarily exempt certain lands within
Registered Plan 45M-256 for the Township of Cavan Monaghan from
Part Lot Control**

Whereas Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provides that part lot control shall apply when land is within a plan of subdivision registered before or after the coming into force of the Act.

And Whereas Section 50(7) of the Act provides that a Council may, by By-law, provide that Section 50(5) does not apply to designated lands within a registered plan of subdivision.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Block 131, Plan 45M-256, pursuant to Section 50(7), to permit the construction of dwelling units, one on each of the said parcels to be created by Reference Plan.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 19 inclusive on Reference Plan 45R-16998, which is a plan of survey of Block 131, Plan 45M-256, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 19 inclusive on Plan 45R-16998.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. While this By-law is in effect, Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13 does not apply to Block 131, Plan 45M-256 for the Township of Cavan Monaghan
2. This By-law shall come into force and effect upon the approval of the Council of the Corporation of the County of Peterborough and shall continue in full force and effect until December 31, 2024, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-29
Subject:	Jack & Lorna Scriver Severance Application B-34-20

Recommendations:

1. That the Township of Cavan Monaghan support severance application B-34-20 because it conforms to the Township's Official Plan; and
2. That the completed Municipal Appraisal Form be forwarded to the Peterborough County Land Division Department.

Overview:

On behalf of Jack and Lorna Scriver, Emily Hunt of LLF Lawyers LLP applied to the Peterborough County Land Division Department for approval of an easement (Application B-32-20) on the property located in part Lot 5, Concession 13 of the Cavan Ward (Roll No. 1509-010-050-12100). The location and configuration of the proposed easement is shown on the map provided as Attachment No. 1 to this Report.

The proposed easement has 6 metres (19.7 feet) of frontage on Shields Drive and is 732 square metres (0.18 acres) in size. The land is currently vacant. The easement is required to provide hydro line access to the purchasers of previously severed lots (Parts 1 and 2, Plan 45R-16115). Hydro service will be provided from the existing hydro line on Shields Drive.

The retained parcel is approximately 38 hectares (93.75 acres) in size with approximately 444 metres (1522 feet) of frontage on Shields Drive. The retained parcel is currently vacant. No new buildings or structures are proposed at this time or are part of this application.

A Preliminary Severance Review (PSR) was completed by the Peterborough County Planning Department on June 22, 2020. The review found that the proposal appeared to conform to the County and Township Official Plan policies. The PSR is provided as Attachment No. 2 to this Report.

Public Inquiries

There have been no inquiries regarding this application from members of the public receiving the notice circulated by the County of Peterborough Land Division Committee.

Township of Cavan Monaghan Official Plan

The subject property is currently designated Agricultural, Natural Core Area and Natural Linkage Area in the Township's Official Plan. The proposed easement is located in the Agricultural and Natural Linkage area designations of the property.

Consents in prime agricultural areas may be permitted for legal or technical reasons such as easements, corrections of deeds, quit claims, and minor boundary adjustments that do not result in the creation of new lots (S. 5.1.3 (c)).

Where development is proposed within the Natural Linkage Area, the Township may require the proponent to complete an environmental impact study (EIS). Since there is no new lot creation and the easement is for servicing purposes, Staff has not required the submission of an EIS.

A significant aggregate resource area (as identified on Schedule C of the Official Plan) is located on a portion of the property. To support the residential severance applications (B-3-15 and B-4-15), the Applicants submitted an Aggregate Resource Assessment prepared by a qualified professional. The authors of the Report confirmed that the aggregate reserve area should not include the proposed severed lots. The proposed severed lots are located approximately 200 metres (656 feet) from the closest location where extraction is anticipated.

The Application conforms to the Township Official Plan.

Peterborough County Official Plan

The subject property is described as Agricultural Area in the County of Peterborough Official Plan. Section 2.6.3.1 of the OP permits the consideration of technical severances for easements based on site specific considerations established in local official plans. The Application proposes the creation of a hydro easement that conforms to the Township Official Plan.

The Application conforms to the County Official Plan.

Provincial Policy Statement, 2020 (PPS)

In accordance with 2.3.4.2, lot adjustments in prime agricultural areas may be permitted for legal or technical reasons. The PPS defines legal or technical reasons as severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

The Application is not considered development, as defined in the PPS, since it will not result in the creation of a new lot. The Application is consistent with the PPS.

A Place to Grow, Growth Plan for the Greater Golden Horseshoe, 2019 (Growth Plan)

In accordance with Sections 4.2.3.1, 4.2.4.1 (c) and 4.2.4.3 of the Growth Plan, outside settlement areas, development, including lot creation and site alteration, is not permitted in key hydrologic or key natural heritage features or their related minimum 30 metres (98 feet) vegetation protection zone. In addition, Section 4.2.4.1 states, in part, that development, including lot creation, within 120 metres (400 feet) of a key natural heritage feature or a key hydrologic feature will require a natural heritage evaluation or hydrologic evaluation that identifies a vegetation protection zone (VPZ). Since no new lot creation or site alteration is proposed, a natural heritage/hydrologic evaluation is not required.

The Application conforms to the Growth Plan.

Township of Cavan Monaghan Zoning By-law

The subject lands are zoned Agricultural (A), Natural Core (NC) and Natural Linkage (NL) in By-law No. 2018-58, as amended. Since easements do not create separate, legally conveyable parcels, the zoning of the retained parcel applies. The easement is located entirely within the Agricultural (A) Zone.

Agricultural uses are permitted in the Agricultural (A) Zone. The minimum lot area and lot frontage requirements are 40 hectares (99 acres) and 130 metres (426.5 feet) respectively. The subject lands do not have enough lot area to satisfy the minimum lot area requirement. However, the lands are an existing lot of record. No change in lot area results from the creation of the easement. As such, a planning approval (i.e. minor variance or zoning by-law amendment) is not recommended.

Financial Impact:

None at this time.

Attachments:

Attachment No. 1: Key Map

Attachment No. 2: Preliminary Severance Review prepared by the Peterborough County Planning Department

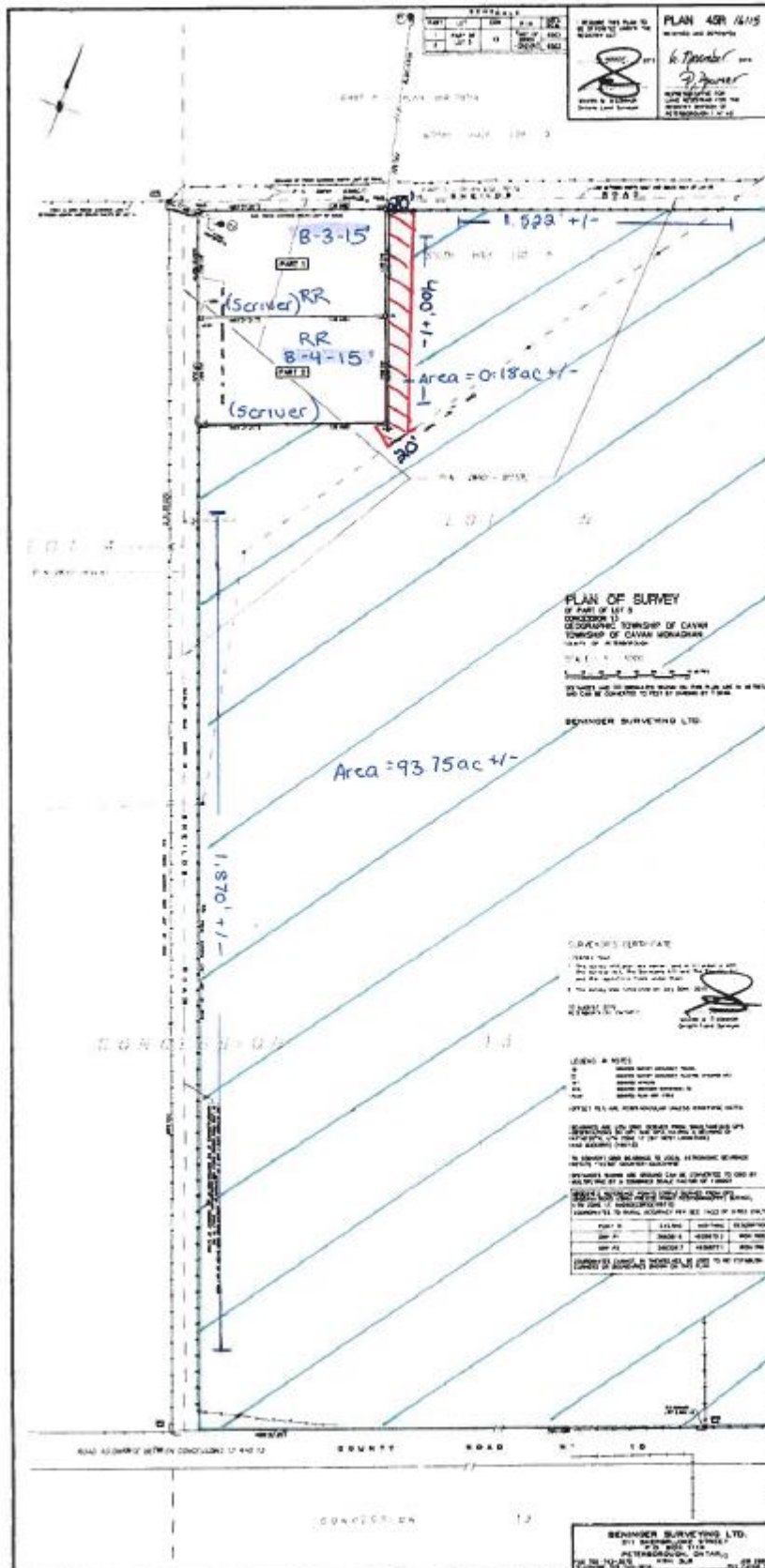
Respectfully Submitted by,

Reviewed by,

Karen Ellis,
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No.1: Key Map



- ☒ To Be Retained
- ☒ To Be Severed (for easement)

Attachment No. 2: County of Peterborough Preliminary Severance Review

Preliminary Severance Review

Prepared by the Peterborough County
Planning Department



Name: Jack & Lorna
Scriver

Agent: LLF Lawyers C/o
Emily Hunt

Date: June 22, 2020

Lot: 5

Concession: 13

Municipality: Cavan Ward
Township of Cavan Monaghan

Description:

Phone:

Email: ehunt@llf.ca(A)

Office Phone:

705.742.1674(A)

Communication Sent To: Owner: ☐

Agent: ☒

	Severed	Retained
County O.P. Description	Agricultural Area	Agricultural Area
Municipal O.P. Designation (effective January 2015)	Agricultural & Natural Linkage Area	Agricultural, Natural Core Area & Natural Linkage Area
Municipal Zoning (By-Law No. 2018-58)	(A)	(A), (NC) & (NL)
Area/Lot Dimensions	N/A	±37.94 hectares with ±271 m of frontage on Shield's Drive
Existing Use/Buildings	Vacant	Vacant

Intent: Consent for an easement. Roll No.(s) 1509-010-050-12100.

County Official Plan Policy Review: The subject property is described as Agricultural Area in the County of Peterborough Official Plan. Section 2.6.3.1 of the Plan states that "applications for technical severances including easements, severances for lot additions/adjustments...and rights-of-way are not necessarily subject to the following policies and shall be evaluated based on site specific considerations established in local official plans."

Municipal Official Plan Policy Review: The subject property is designated 'Agricultural', 'Natural Core Area' and 'Natural Linkage Area' in the Township's Official Plan. The proposed easement is located in the 'Agricultural' and 'Natural Linkage Area' designations.

Consents in prime agricultural areas may be permitted for legal or technical reasons such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot (S. 5.1.3(c)).

As the proposal is for an easement and no new lot creation is proposed, an Environmental Impact Study (EIS) in accordance with the 'Natural Linkage Area' designation policies in Section 6.4 of the Township's Official Plan does not appear to be required, however, this should be confirmed with the Township of Cavan Monaghan and

the Otonabee Region Conservation Authority (ORCA). Please note that any technical study submitted to the County (i.e. EIS, traffic impact study, hydrogeological study etc.) will be peer reviewed at the County's request. Both the cost of the study and the peer review will be at the applicant's expense.

The subject property is traversed by an area identified as a significant aggregate resource area on Schedule 'C' of the Township's Official Plan. Development of these areas for purposes other than resource extraction will only be permitted, where it can be shown that the proposed development has a greater public interest than the extraction of the resource and the development will not adversely affect the availability of the resource and long-term viability of the aggregate industry in the future (S. 3.15(a)). The County Planning Department notes that the proposed easement is immediately adjacent to two existing residential lots approved through Land Division files B-3-15 and B-4-15 for which an aggregate resource assessment was submitted and reviewed by the Ministry of Natural Resources and Forestry.

As applicable, consents must meet road frontage & access, Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. insert numbers based on OP and applicability).

Municipal Zoning By-Law Review: As easements do not create separately conveyable parcels, they are typically included in the zone of the retained parcel.

The retained parcel is zoned Agricultural (A) Zone, Natural Core (NC) Zone and Natural Linkage (NL) Zone in the Township's Zoning By-law. Where any part of a lot is divided into two or more zones and one of those zones is the Natural Core (NC) and/or Natural Linkage (NL) Zone, such part may be included in any minimum lot area or lot frontage determination (S. 1.2.5(c)). An agricultural use is permitted in the (A) zone (Table 7A) provided the parcel has a minimum lot area of 40 ha and a minimum lot frontage of 130 metres (Table 7B). Existing agricultural uses are permitted in the (NC) zone (Table 8A – Additional Regulations - (1)). Development may be permitted within the (NL) Zone, where an Environmental Impact Study (EIS) or confirmation from the Conservation Authority having jurisdiction, supporting the development has been accepted by the Township (Table 8A Additional Regulations – (3)). The retained parcel does not appear to meet the minimum lot area requirement of the (A) zone and therefore a re-zoning or minor variance appears to be required.

Provincial Policy Review: The 2020 Provincial Policy Statement (PPS) and Growth Plan for the Greater Golden Horseshoe, 2019 (GPGGH) apply to this proposal. The following key natural heritage features and/or key hydrologic features have been identified on or adjacent to the subject property: significant woodlands, streams and wetlands

*Sections 4.2.3.1, 4.2.4.1(c) & 4.2.4.3 of the GPGGH state that outside settlement areas, development, including lot creation, and site alteration, is not permitted in key hydrologic or key natural heritage features or their related minimum 30 metre vegetation

protection zone (VPZ). Section 4.2.4.1 of the GPGGH states that outside settlement areas, development, including lot creation, and site alteration within 120 metres of a key natural heritage feature or a key hydrologic feature will require a natural heritage evaluation and/or a hydrologic evaluation that identifies a vegetation protection zone (VPZ). Since no new lot creation or site alteration is proposed through the proposed consent application, a natural heritage/hydrologic evaluation for the purposes of the GPGGH does not appear to be required, however, this should be confirmed with the Otonabee Region Conservation Authority (ORCA). Please note that any technical study submitted to the County (i.e. EIS, traffic impact study, hydrogeological study etc.) will be peer reviewed at the County's request. Both the cost of the study and the peer review will be at the applicant's expense.

*Minimum Distance Separation Formula I (MDS I) as per policy 2.3.3.3 of the 2020 Provincial Policy Statement has not been calculated. MDS I is not applied for purposes such as easements, corrections of deeds, quit claims and minor boundary adjustments which do not result in the creation of a new lot (2017 MDS I, guideline #8).

*The subject property is traversed by an area identified as a significant aggregate resource area on Schedule 'C' of the Township's Official Plan. Policy 2.5.2.5 of the 2020 Provincial Policy Statement (PPS) states that "in known deposits of mineral aggregate resources and on adjacent lands, development and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

- a) resource use would not be feasible; or
- b) the proposed land use or development serves a greater long-term public interest; and
- c) issues of public health, public safety and environmental impact are addressed."

The County Planning Department notes that the proposed easement is immediately adjacent to two existing residential lots approved through Land Division files B-3-15 and B-4-15 for which an aggregate resource assessment was submitted and reviewed by the Ministry of Natural Resources and Forestry.

Additional Notes:

*The lands appear to be regulated by Regulation 167/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation of the Otonabee Conservation Authority. Therefore, the proposal should be discussed with Matt Wilkinson at (705) 745-5791 ext.213 to determine what, if any permits may be necessary.

*The applicant and any prospective owners are advised that endangered and/or threatened species exist in the area and may exist on the site. It is the responsibility of the landowner to identify endangered and threatened species and their habitat within the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the

Endangered Species Act, 2007 (ESA). Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

This Preliminary Severance Review has been circulated by the Planning Department to the following agencies (marked with an X):

- ☒ Local Municipality of Cavan Monaghan
- ☐ County Infrastructure Services (i.e. Roads) ;
- ☐ Conservation Authority ;
- ☐ First Nations ;
- ☐ Other

Agencies to be Contacted by Owner/Agent (marked with an X):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Township | <input checked="" type="checkbox"/> Health Unit |
| <input checked="" type="checkbox"/> Conservation Authority | <input type="checkbox"/> Trent-Severn Waterway |
| <input type="checkbox"/> Source Water Risk Management Officer | <input type="checkbox"/> First Nations |
| <input type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other |

Proposal appears to conform to the Growth Plan for the Greater Golden Horseshoe and/or Provincial Policy Statement policies.

The severance proposal appears to conform to the Provincial Plan(s).). Since no new lot creation or site alteration is proposed through this proposed consent application, a natural heritage/hydrologic evaluation for the purposes of the GPGGH does not appear to be required, however, this should be confirmed with the Otonabee Region Conservation Authority (ORCA). Please note that any technical study submitted to the County (i.e. EIS, traffic impact study, hydrogeological study etc.) will be peer reviewed at the County's request. Both the cost of the study and the peer review will be at the applicant's expense.

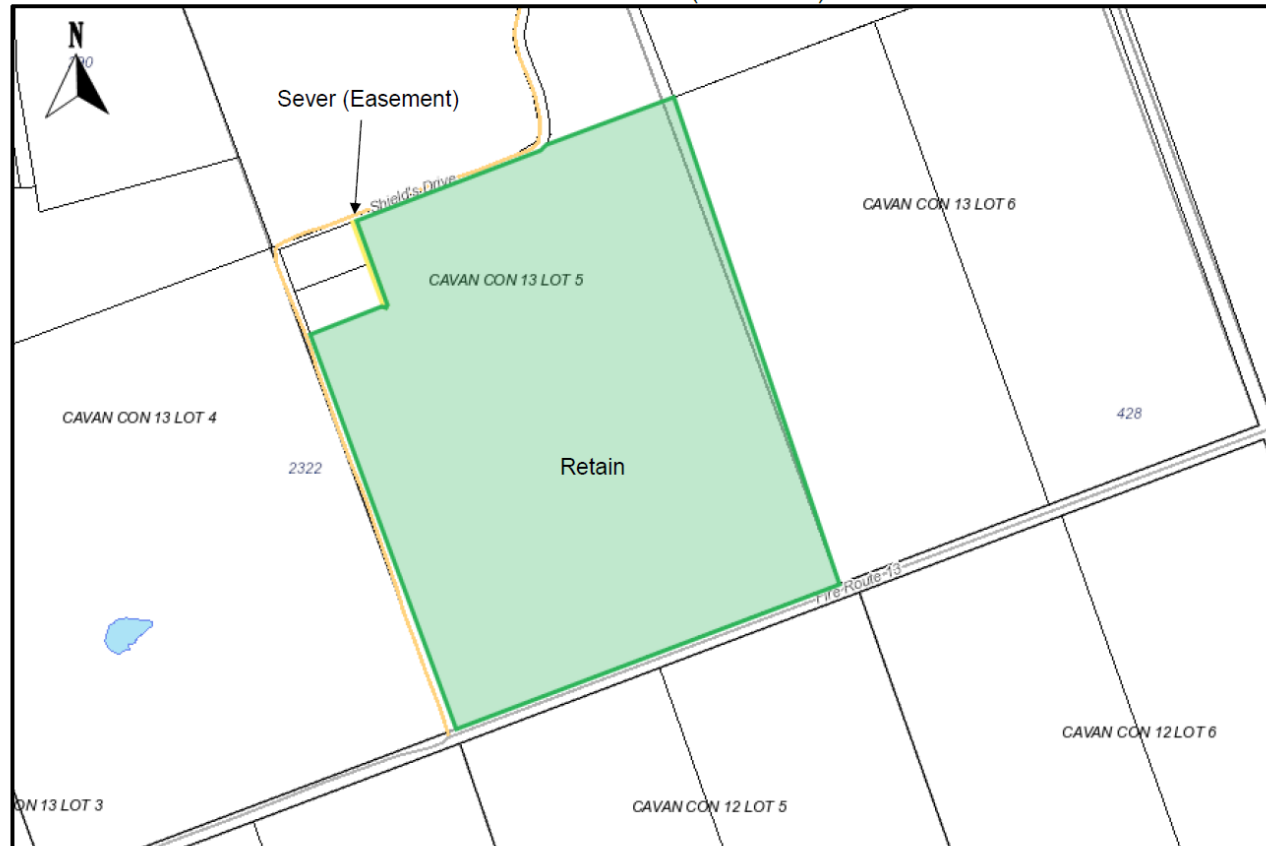
Proposal appears to conform to County Official Plan policies.

The severance proposal appears to conform to the County Official Plan. Section 2.6.3.1 of the Plan states that "applications for technical severances including easements, severances for lot additions/adjustments...and rights-of-way are not necessarily subject to the following policies and shall be evaluated based on site specific considerations established in local official plans."

Proposal appears to conform to Township Official Plan policies.

The severance proposal appears to conform to the Township Official Plan. Consents in prime agricultural areas may be permitted for legal or technical reasons such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot (S. 5.1.3(c)). As the proposal is for an

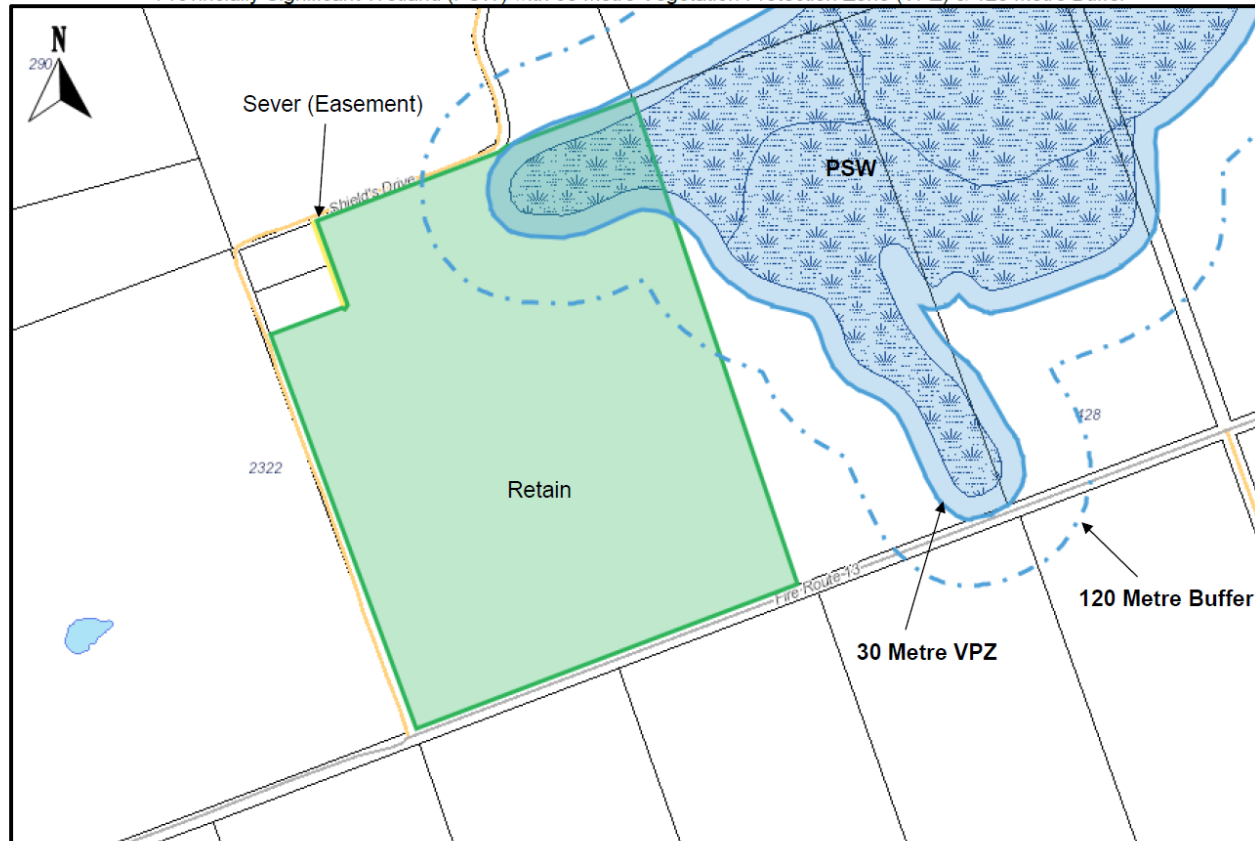
Roll # 1509-010-050-12100
Part Lot 5, Concession 13 (Cavan)
(Scriver)
Severance Sketch (Easement)



Scale 1:7200 (1"=600')

Roll # 1509-010-050-12100
Part Lot 5, Concession 13 (Cavan)
(Scriver)

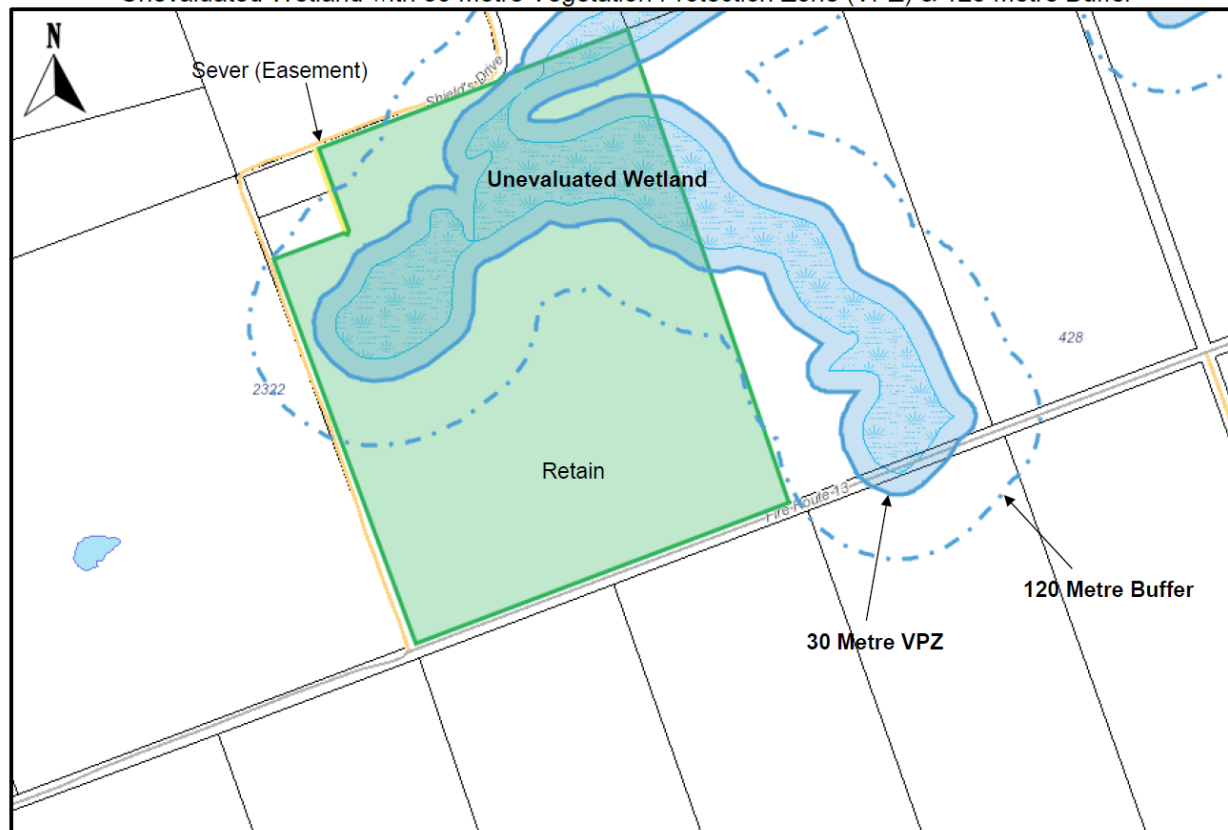
Provincially Significant Wetland (PSW) with 30 Metre Vegetation Protection Zone (VPZ) & 120 Metre Buffer



Scale 1:7200 (1"=600')

Roll # 1509-010-050-12100
Part Lot 5, Concession 13 (Cavan)
(Scriver)

Unevaluated Wetland with 30 Metre Vegetation Protection Zone (VPZ) & 120 Metre Buffer



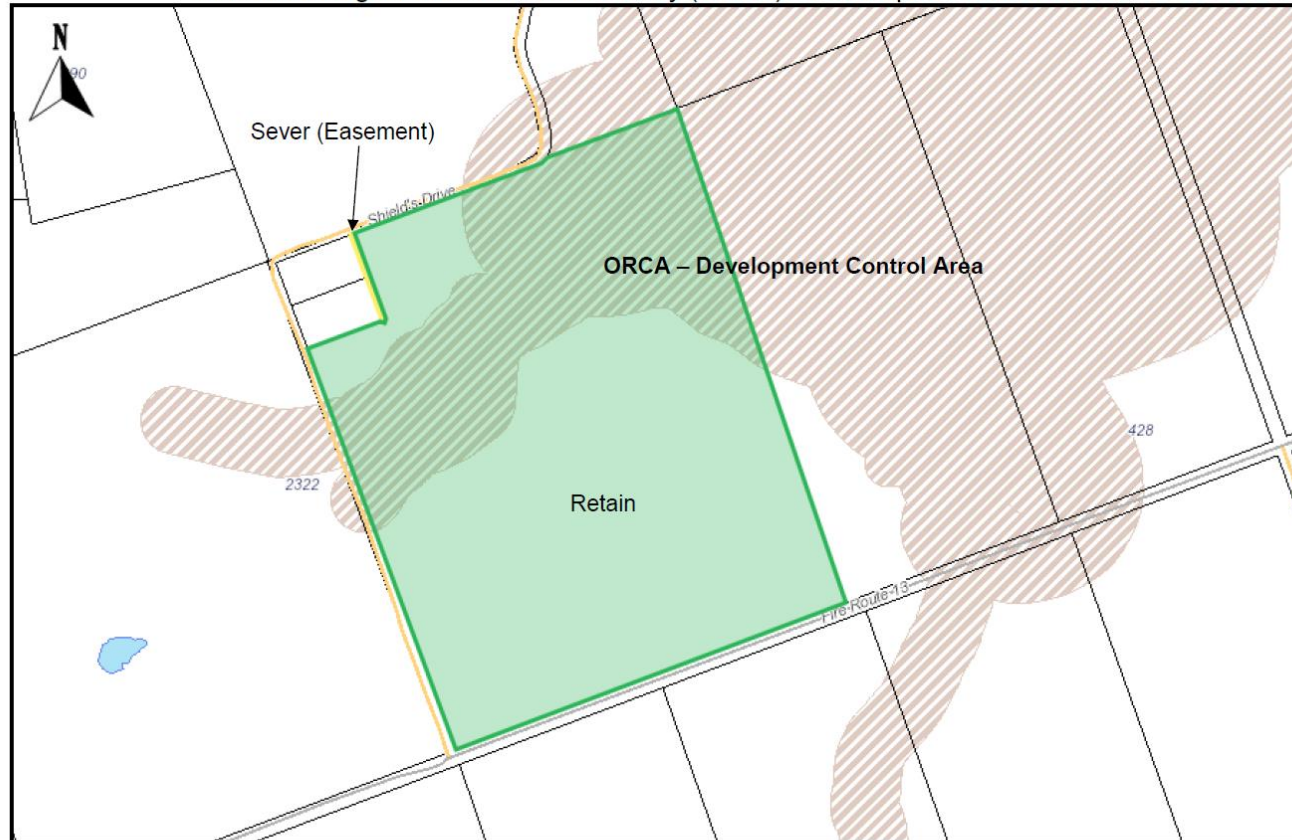
Scale 1:7200 (1"=600')

Roll # 1509-010-050-12100

Part Lot 5, Concession 13 (Cavan)

(Scriver)

Otonabee Region Conservation Authority (ORCA) – Development Control Area



Scale 1:7200 (1"=600')

Roll # 1509-010-050-12100
Part Lot 5, Concession 13 (Cavan)
(Scriver)

Significant Woodland with 30 Metre Vegetation Protection Zone (VPZ) & 120 Metre Buffer



Scale 1:7200 (1"=600')



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-30
Subject:	Sandford and Simmons Severance Application B-42-20

Recommendations:

1. That the Township of Cavan Monaghan support severance application B-42-20 because it conforms to the Township's Official Plan;
2. That the completed Municipal Appraisal Form be forwarded to the Peterborough County Land Division Department; and
3. That the following conditions of approval be applied to Application B-42-20:
 - i. The lot area be increased to a minimum of 2100 square metres (0.52 acres);
 - ii. The payment of \$1,200.00 cash-in-lieu of parkland to the Township; and
 - iii. The rezoning of the severed and retained parcels to the satisfaction of the Township.

Overview:

Sean Sandford and Jamie-Lynn Simmons applied to the Peterborough County Land Division Department for approval to create a new residential lot (Application B-42-20) from the property located at 162 County Road 28 in part of Lot 23, Concession 1 of the Cavan Ward. The location and lot configuration of the severed and retained lots is shown on the map provided as Attachment No. 1 to this Report.

The proposed severed parcel is approximately 1150.88 square metres (0.28 acres) in size with approximately 32 metres (105 feet) of frontage on Kalman Drive. The severed parcel is currently vacant pasture land. The proposed use is residential on private well and septic systems.

The retained parcel is approximately 15.71 hectares (38.82 acres) in size with approximately 363 metres (1191 feet) of frontage on County Road 28. The retained parcel is currently developed with a house and barn on private well and septic systems. No change in use is proposed.

A Preliminary Severance Review (PSR) was completed by the Peterborough County Planning Department on October 22, 2019. The review found that the proposal appeared to conform to the County and Township Official Plan policies. The PSR is provided as Attachment No. 2 to this Report.

Public Inquiries

There have been no inquiries regarding this application from members of the public receiving the notice circulated by the County of Peterborough Land Division Committee.

Township of Cavan Monaghan Official Plan

The subject property is currently designated Hamlet and Agricultural in the Township's Official Plan. The severed lot is located within the Hamlet designation for Bailieboro as shown on Schedule F - Map 7 to the Township Official Plan.

Single detached dwellings are permitted in the Hamlet designation (S. 4.9.2(a)).

Within the Hamlet designation, residential development shall generally take place by plan of subdivision. However, infilling or minor expansions within the Hamlet boundary through the creation of lots by severance may be permitted subject to the approval of sewage and water services (S. 4.9.3 (b)). While the proposal does not meet the definition of infilling found in Appendix 1 of the Official Plan, the severance may be considered a minor expansion of the existing residential development in Bailieboro as shown on Attachment No. 3 to this Report.

All new lots created by consent are required to meet the Minimum Distance Separation Formulae (MDS) as outlined in Section 3.27 of the Official Plan (S. 3.14.1 (a)(xiv)). Section 3.27 (a)(i) of the Cavan Monaghan Official Plan confirms that MDS I does not apply to lands designated Hamlet.

Any new lots created by consent are required to meet the provisions of Section 3 of the Official Plan. Sections 3.1(c) & (d) and 3.14.1(a)(iv) & (v) require that development front onto a road that is maintained year-round by a public authority and that no lots should be created which would create a traffic hazard because of excess traffic generation or limited sight lines on curves or grades. Kalman Drive is a municipally owned and year-round maintained road. Through correspondence dated August 17, 2020, Cavan Monaghan Township Public Works Staff indicated that an entrance permit for the proposed lot is available.

Section 3.14.1(a)(ii) provides that the number of additional lots created from a land holding is generally not more than two new lots, in addition to the retained parcel. A land holding is defined in Appendix 1 as “a conveyable parcel of land held in distinct ownership from the abutting parcels as of January 1, 2012.” Peterborough County has confirmed that a search of the County Land Division records indicates that the subject lands have not been severed since January 1, 2012 and are therefore eligible for the creation of two new lots.

Section 3.14.1(a)(ix) of the OP requires that the size of the residential lot shall not exceed 0.8 hectares (2 acres) unless certain site conditions require a larger lot size. The severed parcel is proposed to be 1,150.85 square metres (0.28 acres) in size and therefore conforms to this Section of the OP.

The lot size is, however, too small to satisfy the minimum lot area requirement of the Hamlet Residential (HR) Zone. As such, Township Staff recommend that the lot area be increased to a minimum of 2100 square metres (0.52 acres) so that it is a suitable size for residential development on private services and is compatible with the existing residential development on Kalman Drive. A schematic showing the potential lot configuration and lot area is provided as Attachment No. 4.

With the increase in lot size, the lots will extend beyond the Hamlet designation boundary. In accordance with Section 9.1 of the Official Plan, the land use designation boundaries are approximate except where they meet roads, railway lines, river, pipeline routes, transmission lines, lot lines or other clearly defined physical features. In this case, there is no hard boundary for the designation; the limits of the Hamlet designation are flexible.

Peterborough County Official Plan

The subject lands are described as Settlement Area and Agricultural Area in the County Official Plan. The severed parcel is located entirely within the Settlement Area.

Section 2.6.3.2 of the Plan states that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss. 2.6.3.2 (A) and (C)). Section 4.2.3 of the Plan states that “...growth should be directed to those settlement areas that currently have servicing systems or can reasonably expect to obtain them in the future. Where the use of public communal services is not feasible, and where site conditions permit, development may be serviced by individual on-site systems.”

Bailieboro is a rural settlement area; the lot is located in an area designated for development and in an area of existing residential development. Kalman Drive can accommodate any increase in traffic associated with the proposed severance.

The Application conforms to the County Official Plan.

Provincial Policy Statement (2020) (PPS)

Policy 1.1.3.1 of the PPS indicates that settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted. Policy 1.1.3.3 of the PPS requires that planning authorities identify appropriate locations and promote opportunities for intensification and redevelopment. The PPS defines intensification as “the development of a property, site or area at a higher density than currently exists through:

- a) redevelopment, including the reuse of brownfield sites;
- b) the development of vacant and/or underutilized lots within previously developed areas;
- c) infill development; and
- d) the expansion or conversion of existing buildings.”

The portion of the subject property where the severance is proposed is located within the hamlet of Bailieboro and the severance application proposes the creation of a new residential lot in an area identified for development. The new lot will be compatible with the existing development in the area.

The Application is consistent with the PPS.

A Place to Grow, Growth Plan for the Greater Golden Horseshoe, 2019 (Growth Plan)

Policy 2.2.1 (a) of the Growth Plan states that the vast majority of growth will be directed to settlement areas that have a delineated built boundary; have existing or planned municipal water and wastewater systems; and can support the achievement of complete communities, for example the Millbrook Urban Settlement Area. Policy 2.2.1 (b) states that growth will be limited in settlement areas, like Bailieboro, that are undelineated built-up areas and not serviced by existing or planned municipal water and wastewater systems.

The proposed severed lot represents limited growth in the Bailieboro settlement area as identified by the Township Official Plan.

The Application conforms to the Growth Plan.

Township of Cavan Monaghan Zoning By-law

The subject lands are zoned Agricultural (A) in the Township of Cavan Monaghan Zoning By-law. A single detached dwelling is permitted in the (A) Zone (Table 7A) provided the parcel has a minimum lot area of 40 hectares (99 acres) and a minimum lot frontage of 130 metres (427 feet) (Table 7B).

The proposed severed parcel does not have enough lot area or lot frontage to satisfy the minimum requirements of the (A) Zone. A rezoning will be required.

As proposed, the severed lot will not have enough lot area to satisfy the minimum lot area requirement of the Hamlet Residential (HR) Zone. Staff recommends that the lot area be increased to a minimum of 2100 square metres (0.52 acres) to be compatible with the existing residential development on Kalman Drive.

The retained parcel will have less lot area that required in the (A) Zone. As a result, a rezoning will be required.

Financial Impact:

None at this time.

Attachments:

- Attachment No. 1: Key Map and Lot Configuration
- Attachment No. 2: Preliminary Severance Review prepared by the Peterborough County Planning Department
- Attachment No. 3: Bailieboro Hamlet Designation Boundary
- Attachment No. 4: Schematic of Potential Lot Configuration and Area Schematic B-42-20 and B-43-20

Respectfully Submitted by,

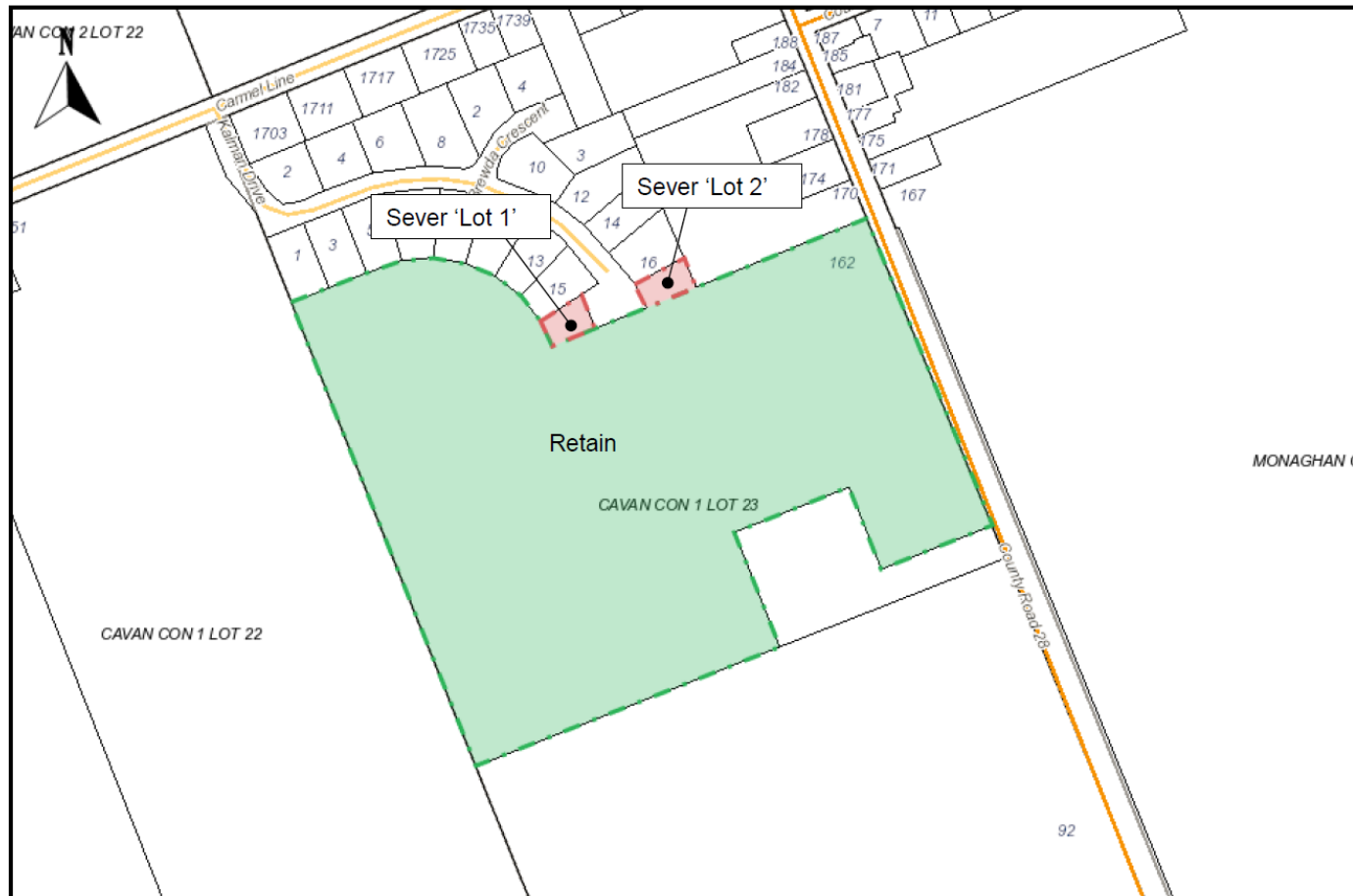
Reviewed by,

Karen Ellis,
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No.1: Key Map

Roll # 1509-010-010-03600
Part Lot 23, Concession 1 (Cavan)
(Sanford & Simmons)
Severance Sketch



Scale 1:4800 (1"=400')

Attachment No. 2: County of Peterborough Preliminary Severance Review

Preliminary Severance Review

Prepared by the Peterborough County
Planning Department



Name: Sean Sanford &
Jaime-Lynn Simmons

Agent:

Date: October 22, 2019

Lot: 23

Concession: 1

Municipality: Cavan Ward
Township of Cavan Monaghan

Description: 162 County Road 28

Phone: 705.939.1969

Email: ssanford@bell.net

Office Phone:
416.879.7200

Communication Sent To: Owner: ☒

Agent: ☐

	Severed	Retained
County O.P. Description	Settlement Area	Agricultural Area
Municipal O.P. Designation (effective January 2015)	Hamlet	Agricultural
Municipal Zoning (By-Law No. 2018-58)	(A)	(A)
Area/Lot Dimensions	Lot 1 ±0.11 hectares with ±32 m of frontage on Kalman Drive Lot 2 ±0.12 hectares with ±23 m of frontage on Kalman Drive	±16.05 hectares with ±48 m of frontage on Kalman Drive
Existing Use/Buildings	Vacant	Agricultural/Single detached dwelling & barn

Intent: To sever more than one residential lot. Roll No.(s) 1509-010-010-03600.

Note: The submitted severance proposal has been revised from that submitted by the applicant in order to keep the severed parcels within the settlement area boundary of Bailieboro. The applicant is advised to confirm with the Township of Cavan Monaghan that the cul-de-sac fronting the two proposed new lots is indeed a publicly assumed roadway.

County Official Plan Policy Review: The subject property is described as Agricultural Areas and Settlement Areas in the County of Peterborough Official Plan. The proposed severed parcels are in a Settlement Area. Section 2.6.3.2 of the Plan suggests that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss.2.6.3.2 (A) & (C)). Section 4.2.3 of the Plan states that "...growth should be directed to those settlement areas that currently have servicing systems or can reasonably expect to obtain them in the future. Where the use of public communal services is not feasible, and where site conditions permit, development may be serviced by individual on-site systems."

Additional Notes:

*The lands appear to be located within the watershed of the Otonabee Region Conservation Authority, and may be regulated by Regulation 167/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation of the Otonabee Conservation Authority. Therefore, the proposal should be discussed with Matt Wilkinson at (705) 745-5791 x213 to determine what, if any permits may be necessary.

*The applicant and any prospective owners are advised that endangered and/or threatened species exist in the area and may exist on the site. It is the responsibility of the landowner to identify endangered and threatened species and their habitat within the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the *Endangered Species Act, 2007 (ESA)*. Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

Agencies Contacted by Planning Department (marked with an X):

- ☒ This Preliminary Severance Review has been circulated to the local Municipality of Cavan Monaghan
- ☒ County Infrastructure Services (i.e. Roads) ;
- ☐ Conservation Authority ;
- ☐ First Nations ;
- ☐ Other

Agencies to be Contacted by Owner/Agent (marked with an X):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Township | <input checked="" type="checkbox"/> Health Unit |
| <input checked="" type="checkbox"/> Conservation Authority | <input type="checkbox"/> Trent-Severn Waterway |
| <input type="checkbox"/> Source Water Risk Management Officer | <input type="checkbox"/> First Nations |
| <input type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other |

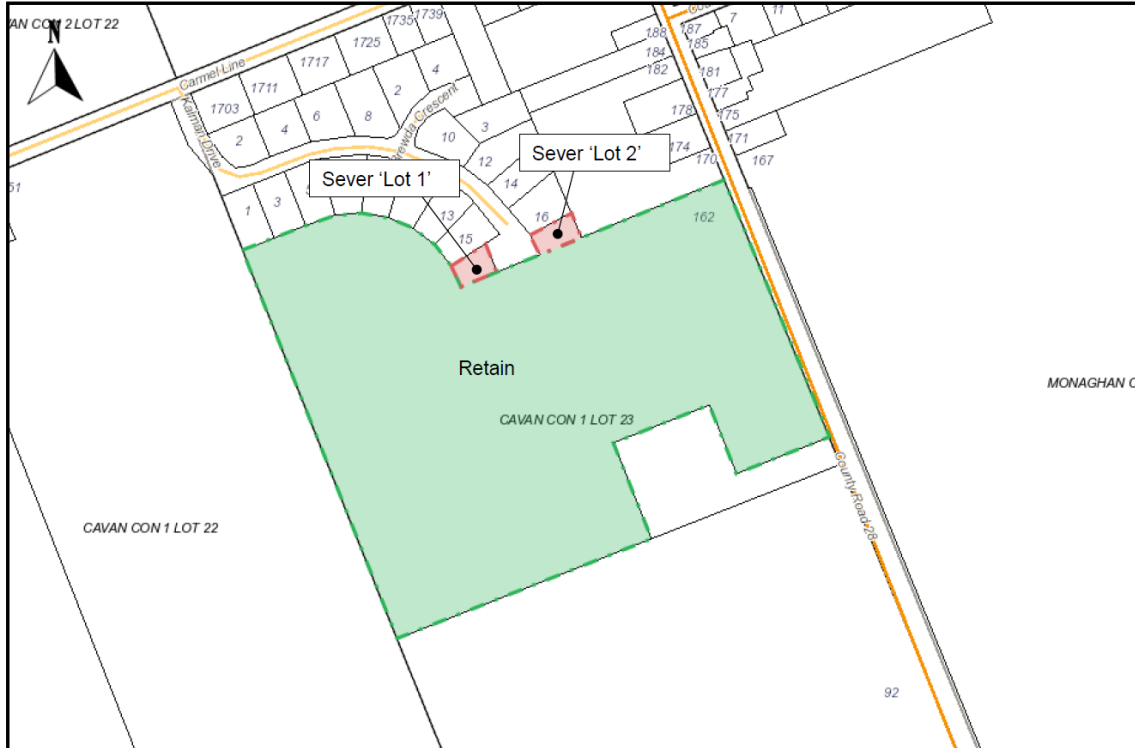
Proposal appears to conform to the Growth Plan for the Greater Golden Horseshoe (2019) and/or Provincial Policy Statement (2014) policies.

The severance proposal appears to conform to the applicable Provincial Plan(s).

Proposal appears to conform to County Official Plan policies.

The severance proposal appears to conform to the County Official Plan. Section 2.6.3.2 of the Plan suggests that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss.2.6.3.2 (A) & (C)).

Roll # 1509-010-010-03600
Part Lot 23, Concession 1 (Cavan)
(Sanford & Simmons)
Severance Sketch



Scale 1:4800 (1"=400')



**Infrastructure Services
Engineering & Design**

Kyle Darling
Engineering Technician

Location:
310 Armour Road
Peterborough, Ontario
K9H 1Y6

Mailing Address:
470 Water Street
Peterborough, Ontario
K9H 3M3

Ph: (705) 775-2737 ext.
3203
Fax: (705) 749-2551

kdarling@ptbocounty.ca

www.ptbocounty.ca



Severance Review Form

Applicant: Sanford and Simmons

File No.:

Date: 2019-10-18

County Road: 28

Speed limit in front of subject property: 50km/hr and 60km/hr.

Conditions:

	Yes	No
Traffic Study required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Road Widening required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Length/Width/Location of Widening: N.A.		

	Yes	No
Entrance meets County spacing requirements:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Permits:	Yes	No
Single Entrance Permit required for Severed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Single Entrance Permit required for Retained	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mutual Drive Entrance Permit required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Notes / further comments:

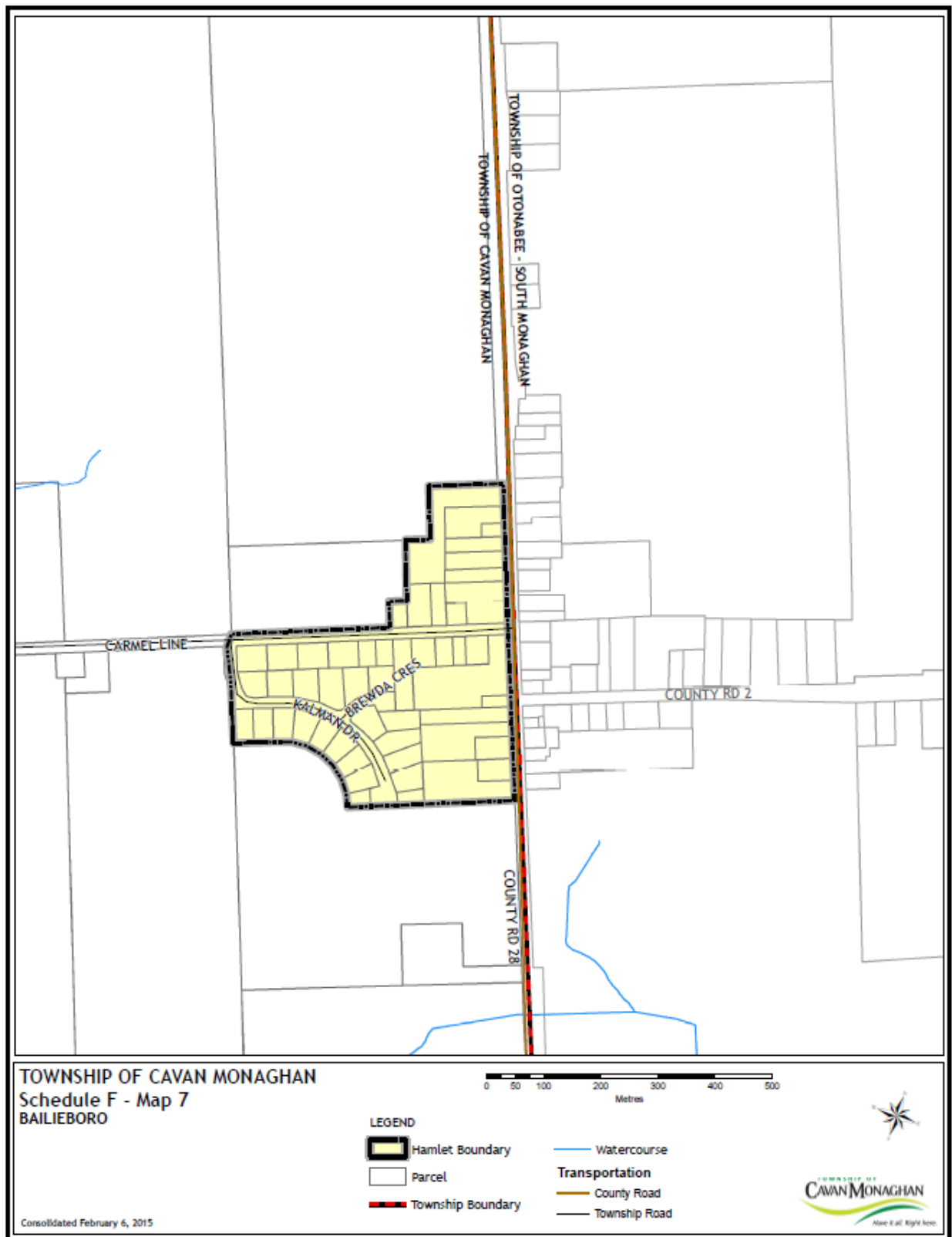
The existing entrance from County Road 28 onto the proposed retained parcel meets the requirements for an entrance under the County of Peterborough's Entrance By-Law #2012-26 (No entrance permit is required).

The proposed severed parcels do not front onto a County of Peterborough road. Therefore the County of Peterborough's Engineering and Design Division has no comment.

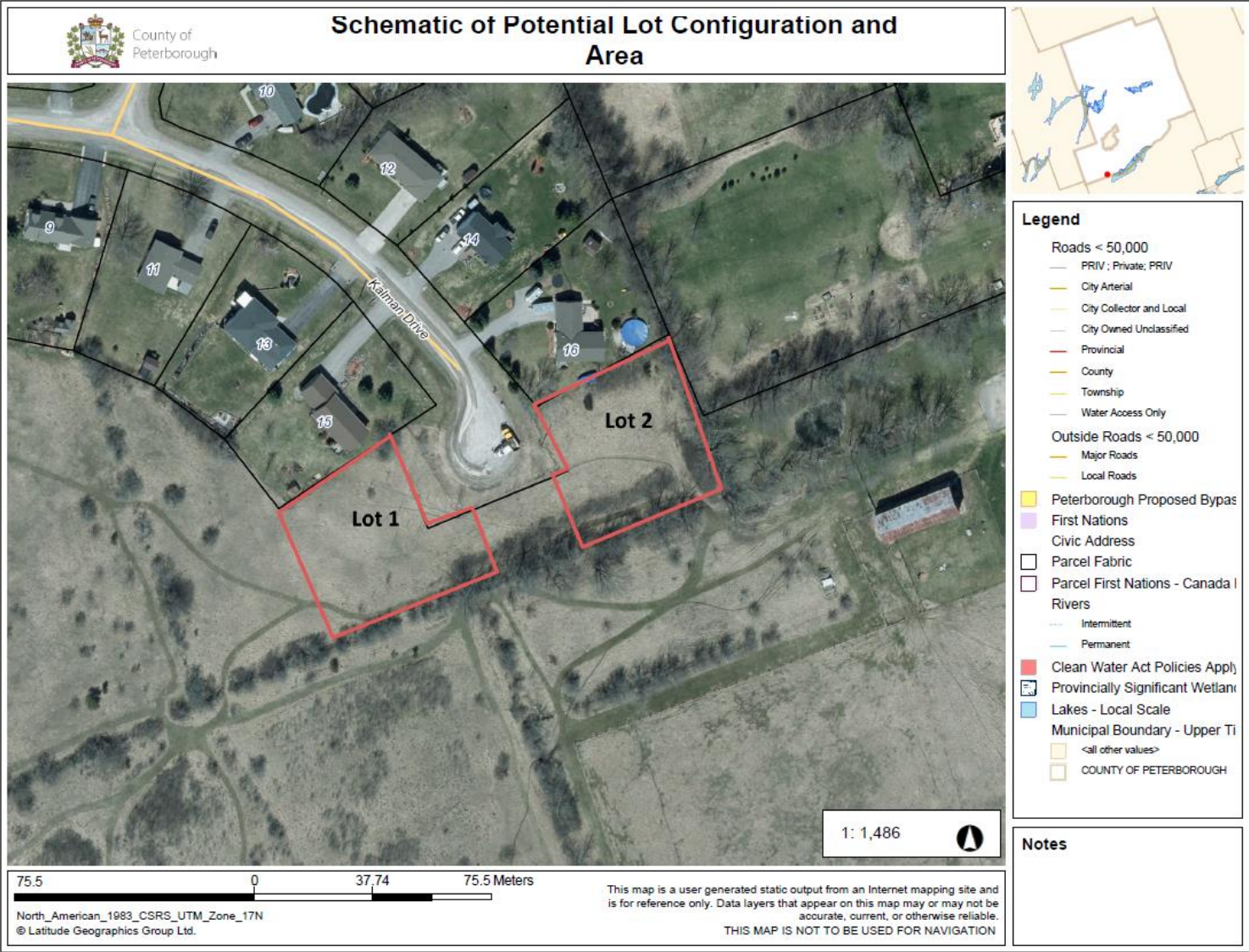
If you have any questions/concerns please contact Kyle Darling at 705-775-2737 Ext. 3203.

Kyle Darling
Engineering Technician
Engineering & Design Division,
Infrastructure Services

Attachment No. 3: Schedule F – Map 7 – Bailieboro



Attachment No. 4: Proposed Lot Configuration and Area Schematic B-42-20 and B-43-20





Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2020-31
Subject:	Sandford and Simmons Severance Application B-43-20

Recommendations:

1. That the Township of Cavan Monaghan support severance application B-43-20 because it conforms to the Township's Official Plan;
2. That the completed Municipal Appraisal Form be forwarded to the Peterborough County Land Division Department; and
3. That the following conditions of approval be applied to Application B-43-20:
 - i. The lot area be increased to a minimum of 2100 square metres (0.52 acres);
 - ii. The payment of \$1,200.00 cash-in-lieu of parkland to the Township; and
 - iii. The rezoning of the severed and retained parcels to the satisfaction of the Township.

Overview:

Sean Sandford and Jamie-Lynn Simmons applied to the Peterborough County Land Division Department for approval to create a new residential lot (Application B-43-20) from the property located at 162 County Road 28 in part of Lot 23, Concession 1 of the Cavan Ward. The location and lot configuration of the severed and retained lots is shown on the map provided as Attachment No. 1 to this Report.

The proposed severed parcel is approximately 1212.14 square metres (0.30 acres) in size with approximately 23 metres (76 feet) of frontage on Kalman Drive. The severed parcel is currently vacant pasture land. The proposed use is residential on private well and septic systems.

The retained parcel is approximately 15.71 hectares (38.82 acres) in size with approximately 363 metres (1191 feet) of frontage on County Road 28. The retained parcel is currently developed with a house and barn on private well and septic systems. No change in use is proposed.

A Preliminary Severance Review (PSR) was completed by the Peterborough County Planning Department on October 22, 2019. The review found that the proposal appeared to conform to the County and Township Official Plan policies. The PSR is provided as Attachment No. 2 to this Report.

Public Inquiries

There have been no inquiries regarding this application from members of the public receiving the notice circulated by the County of Peterborough Land Division Committee.

Township of Cavan Monaghan Official Plan

The subject property is currently designated Hamlet and Agricultural in the Township's Official Plan. The severed lot is located within the Hamlet designation for Bailieboro as shown on Schedule F - Map 7 to the Township Official Plan.

Single detached dwellings are permitted in the Hamlet designation (S. 4.9.2(a)).

Within the Hamlet designation, residential development shall generally take place by plan of subdivision. However, infilling or minor expansions within the Hamlet boundary through the creation of lots by severance may be permitted subject to the approval of sewage and water services (S. 4.9.3 (b)). While the proposal does not meet the definition of infilling found in Appendix 1 of the Official Plan, the severance may be considered a minor expansion of the existing residential development in Bailieboro as shown on Attachment No. 3 to this Report.

All new lots created by consent are required to meet the Minimum Distance Separation Formulae (MDS) as outlined in Section 3.27 of the Official Plan (S. 3.14.1 (a)(xiv)). Section 3.27 (a)(i) of the Cavan Monaghan Official Plan confirms that MDS I does not apply to lands designated Hamlet.

Any new lots created by consent are required to meet the provisions of Section 3 of the Official Plan. Sections 3.1(c) & (d) and 3.14.1(a)(iv) & (v) require that development front onto a road that is maintained year-round by a public authority and that no lots should be created which would create a traffic hazard because of excess traffic generation or limited sight lines on curves or grades. Kalman Drive is a municipally owned and year-round maintained road. Through correspondence dated August 17, 2020, Cavan Monaghan Township Public Works Staff indicated that an entrance permit for the proposed lot is available.

Section 3.14.1(a)(ii) provides that the number of additional lots created from a land holding is generally not more than two new lots, in addition to the retained parcel. A land holding is defined in Appendix 1 as “a conveyable parcel of land held in distinct ownership from the abutting parcels as of January 1, 2012.” Peterborough County has confirmed that a search of the County Land Division records indicates that the subject lands have not been severed since January 1, 2012 and are therefore eligible for the creation of two new lots.

Section 3.14.1(a)(ix) of the OP requires that the size of the residential lot shall not exceed 0.8 hectares (2 acres) unless certain site conditions require a larger lot size. The severed parcel is proposed to be 1,212.14 square metres (0.30 acres) in size and therefore conforms to this Section of the OP.

The lot size is, however, too small to satisfy the minimum lot area requirement of the Hamlet Residential (HR) Zone. As such, Township Staff recommend that the lot area be increased to a minimum of 2100 square metres (0.52 acres) so that it is a suitable size for residential development on private services and is compatible with the existing residential development on Kalman Drive. A schematic showing the potential lot configuration and lot area is provided as Attachment No. 4.

With the increase in lot size, the lots will extend beyond the Hamlet designation boundary. In accordance with Section 9.1 of the Official Plan, the land use designation boundaries are approximate except where they meet roads, railway lines, river, pipeline routes, transmission lines, lot lines or other clearly defined physical features. In this case, there is no hard boundary for the designation; the limits of the Hamlet designation are flexible.

Peterborough County Official Plan

The subject lands are described as Settlement Area and Agricultural Area in the County Official Plan. The severed parcel is located entirely within the Settlement Area.

Section 2.6.3.2 of the Plan states that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss. 2.6.3.2 (A) and (C)). Section 4.2.3 of the Plan states that “...growth should be directed to those settlement areas that currently have servicing systems or can reasonably expect to obtain them in the future. Where the use of public communal services is not feasible, and where site conditions permit, development may be serviced by individual on-site systems.”

Bailieboro is a rural settlement area; the lot is located in an area designated for development and in an area of existing residential development. Kalman Drive can accommodate any increase in traffic associated with the proposed severance.

The Application conforms to the County Official Plan.

Provincial Policy Statement (2020) (PPS)

Policy 1.1.3.1 of the PPS indicates that settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted. Policy 1.1.3.3 of the PPS requires that planning authorities identify appropriate locations and promote opportunities for intensification and redevelopment. The PPS defines intensification as “the development of a property, site or area at a higher density than currently exists through:

- a) redevelopment, including the reuse of brownfield sites;
- b) the development of vacant and/or underutilized lots within previously developed areas;
- c) infill development; and
- d) the expansion or conversion of existing buildings.”

The portion of the subject property where the severance is proposed is located within the hamlet of Bailieboro and the severance application proposes the creation of a new residential lot in an area identified for development. The new lot will be compatible with the existing development in the area.

The Application is consistent with the PPS.

A Place to Grow, Growth Plan for the Greater Golden Horseshoe, 2019 (Growth Plan)

Policy 2.2.1 (a) of the Growth Plan states that the vast majority of growth will be directed to settlement areas that have a delineated built boundary; have existing or planned municipal water and wastewater systems; and can support the achievement of complete communities, for example the Millbrook Urban Settlement Area. Policy 2.2.1 (b) states that growth will be limited in settlement areas, like Bailieboro, that are undelineated built-up areas and not serviced by existing or planned municipal water and wastewater systems.

The proposed severed lot represents limited growth in the Bailieboro settlement area as identified by the Township Official Plan.

The Application conforms to the Growth Plan.

Township of Cavan Monaghan Zoning By-law

The subject lands are zoned Agricultural (A) in the Township of Cavan Monaghan Zoning By-law. A single detached dwelling is permitted in the (A) Zone (Table 7A) provided the parcel has a minimum lot area of 40 hectares (99 acres) and a minimum lot frontage of 130 metres (427 feet) (Table 7B).

The proposed severed parcel does not have enough lot area or lot frontage to satisfy the minimum requirements of the (A) Zone. A rezoning will be required.

As proposed, the severed lot will not have enough lot area to satisfy the minimum lot area requirement of the Hamlet Residential (HR) Zone. Staff recommends that the lot area be increased to a minimum of 2100 square metres (0.52 acres) to be compatible with the existing residential development on Kalman Drive.

The retained parcel will have less lot area that required in the (A) Zone. As a result, a rezoning will be required.

Financial Impact:

None at this time.

Attachments:

- Attachment No. 1: Key Map and Lot Configuration
- Attachment No. 2: Preliminary Severance Review prepared by the Peterborough County Planning Department
- Attachment No. 3: Bailieboro Hamlet Designation Boundary
- Attachment No. 4: Schematic of Potential Lot Configuration and Area Schematic B-42-20 and B-43-20

Respectfully Submitted by,

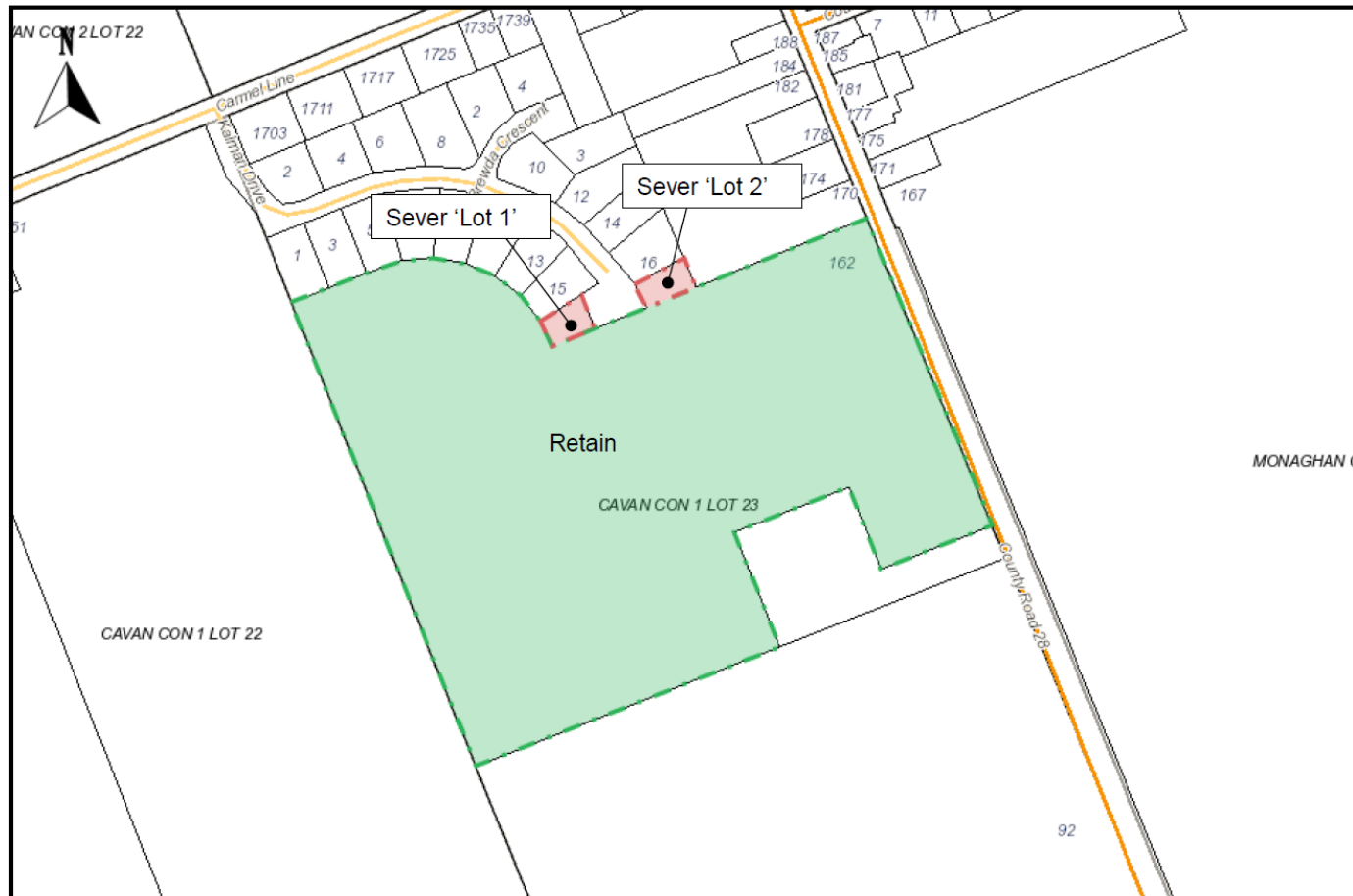
Reviewed by,

Karen Ellis,
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No.1: Key Map

Roll # 1509-010-010-03600
Part Lot 23, Concession 1 (Cavan)
(Sanford & Simmons)
Severance Sketch



Scale 1:4800 (1"=400')

Attachment No. 2: County of Peterborough Preliminary Severance Review

Preliminary Severance Review

Prepared by the Peterborough County
Planning Department



Name: Sean Sanford &
Jaime-Lynn Simmons

Agent:

Date: October 22, 2019

Lot: 23

Concession: 1

Municipality: Cavan Ward
Township of Cavan Monaghan

Description: 162 County Road 28

Phone: 705.939.1969

Email: ssanford@bell.net

Office Phone:
416.879.7200

Communication Sent To: Owner: ☒

Agent: ☐

	Severed	Retained
County O.P. Description	Settlement Area	Agricultural Area
Municipal O.P. Designation (effective January 2015)	Hamlet	Agricultural
Municipal Zoning (By-Law No. 2018-58)	(A)	(A)
Area/Lot Dimensions	Lot 1 ±0.11 hectares with ±32 m of frontage on Kalman Drive Lot 2 ±0.12 hectares with ±23 m of frontage on Kalman Drive	±16.05 hectares with ±48 m of frontage on Kalman Drive
Existing Use/Buildings	Vacant	Agricultural/Single detached dwelling & barn

Intent: To sever more than one residential lot. Roll No.(s) 1509-010-010-03600.

Note: The submitted severance proposal has been revised from that submitted by the applicant in order to keep the severed parcels within the settlement area boundary of Bailieboro. The applicant is advised to confirm with the Township of Cavan Monaghan that the cul-de-sac fronting the two proposed new lots is indeed a publicly assumed roadway.

County Official Plan Policy Review: The subject property is described as Agricultural Areas and Settlement Areas in the County of Peterborough Official Plan. The proposed severed parcels are in a Settlement Area. Section 2.6.3.2 of the Plan suggests that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss.2.6.3.2 (A) & (C)). Section 4.2.3 of the Plan states that "...growth should be directed to those settlement areas that currently have servicing systems or can reasonably expect to obtain them in the future. Where the use of public communal services is not feasible, and where site conditions permit, development may be serviced by individual on-site systems."

Additional Notes:

*The lands appear to be located within the watershed of the Otonabee Region Conservation Authority, and may be regulated by Regulation 167/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation of the Otonabee Conservation Authority. Therefore, the proposal should be discussed with Matt Wilkinson at (705) 745-5791 x213 to determine what, if any permits may be necessary.

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Agencies Contacted by Planning Department (marked with an X):

- ☒ This Preliminary Severance Review has been circulated to the local Municipality of Cavan Monaghan
- ☒ County Infrastructure Services (i.e. Roads) ;
- ☐ Conservation Authority ;
- ☐ First Nations ;
- ☐ Other

Agencies to be Contacted by Owner/Agent (marked with an X):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Township | <input checked="" type="checkbox"/> Health Unit |
| <input checked="" type="checkbox"/> Conservation Authority | <input type="checkbox"/> Trent-Severn Waterway |
| <input type="checkbox"/> Source Water Risk Management Officer | <input type="checkbox"/> First Nations |
| <input type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other |

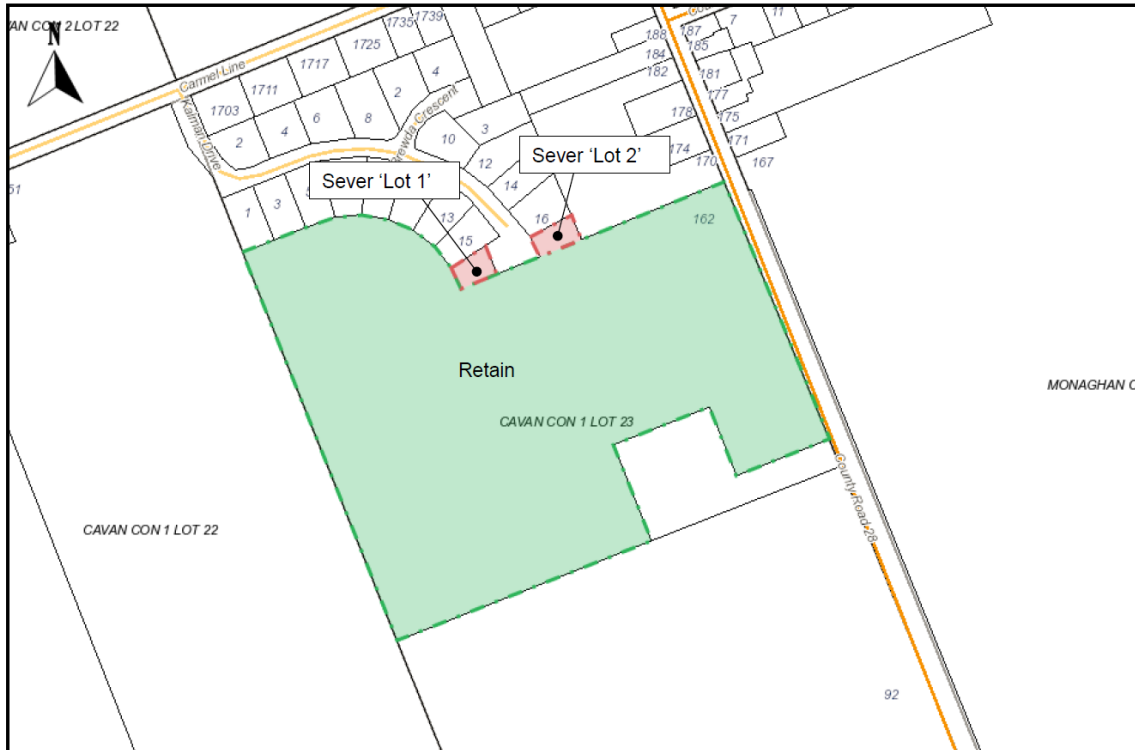
Proposal appears to conform to the Growth Plan for the Greater Golden Horseshoe (2019) and/or Provincial Policy Statement (2014) policies.

The severance proposal appears to conform to the applicable Provincial Plan(s).

Proposal appears to conform to County Official Plan policies.

The severance proposal appears to conform to the County Official Plan. Section 2.6.3.2 of the Plan suggests that severances may be permitted in Settlement Areas provided Health Unit and road frontage and access requirements can be met (Ss.2.6.3.2 (A) & (C)).

Roll # 1509-010-010-03600
Part Lot 23, Concession 1 (Cavan)
(Sanford & Simmons)
Severance Sketch



Scale 1:4800 (1"=400')



**Infrastructure Services
Engineering & Design**

Kyle Darling
Engineering Technician

Location:
310 Armour Road
Peterborough, Ontario
K9H 1Y6

Mailing Address:
470 Water Street
Peterborough, Ontario
K9H 3M3

Ph: (705) 775-2737 ext.
3203
Fax: (705) 749-2551

kdarling@ptbocounty.ca

www.ptbocounty.ca



Severance Review Form

Applicant: Sanford and Simmons

File No.:

Date: 2019-10-18

County Road: 28

Speed limit in front of subject property: 50km/hr and 60km/hr.

Conditions:

	Yes	No
Traffic Study required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Road Widening required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Length/Width/Location of Widening: N.A.		

	Yes	No
Entrance meets County spacing requirements:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Permits:	Yes	No
Single Entrance Permit required for Severed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Single Entrance Permit required for Retained	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mutual Drive Entrance Permit required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Notes / further comments:

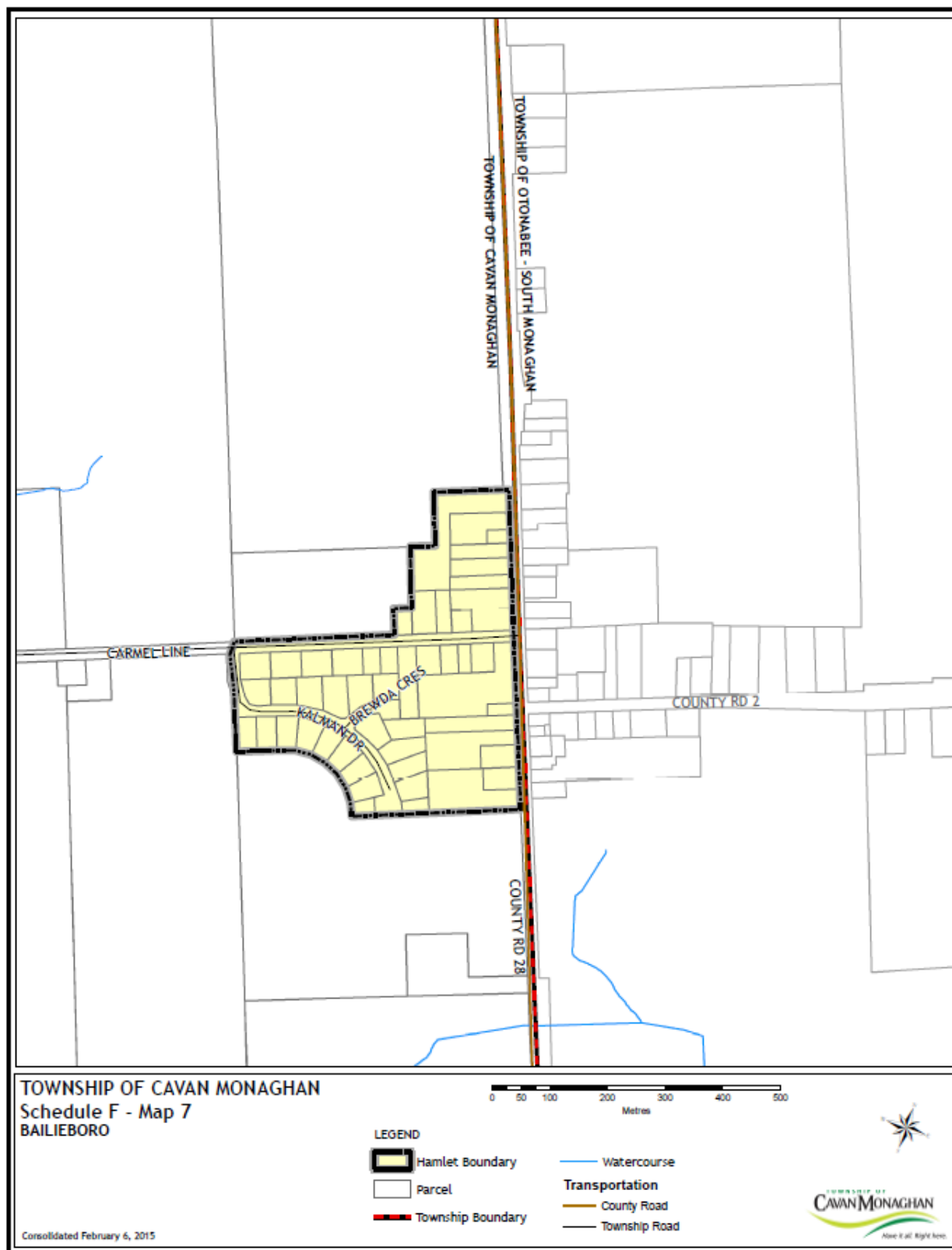
The existing entrance from County Road 28 onto the proposed retained parcel meets the requirements for an entrance under the County of Peterborough's Entrance By-Law #2012-26 (No entrance permit is required).

The proposed severed parcels do not front onto a County of Peterborough road. Therefore the County of Peterborough's Engineering and Design Division has no comment.

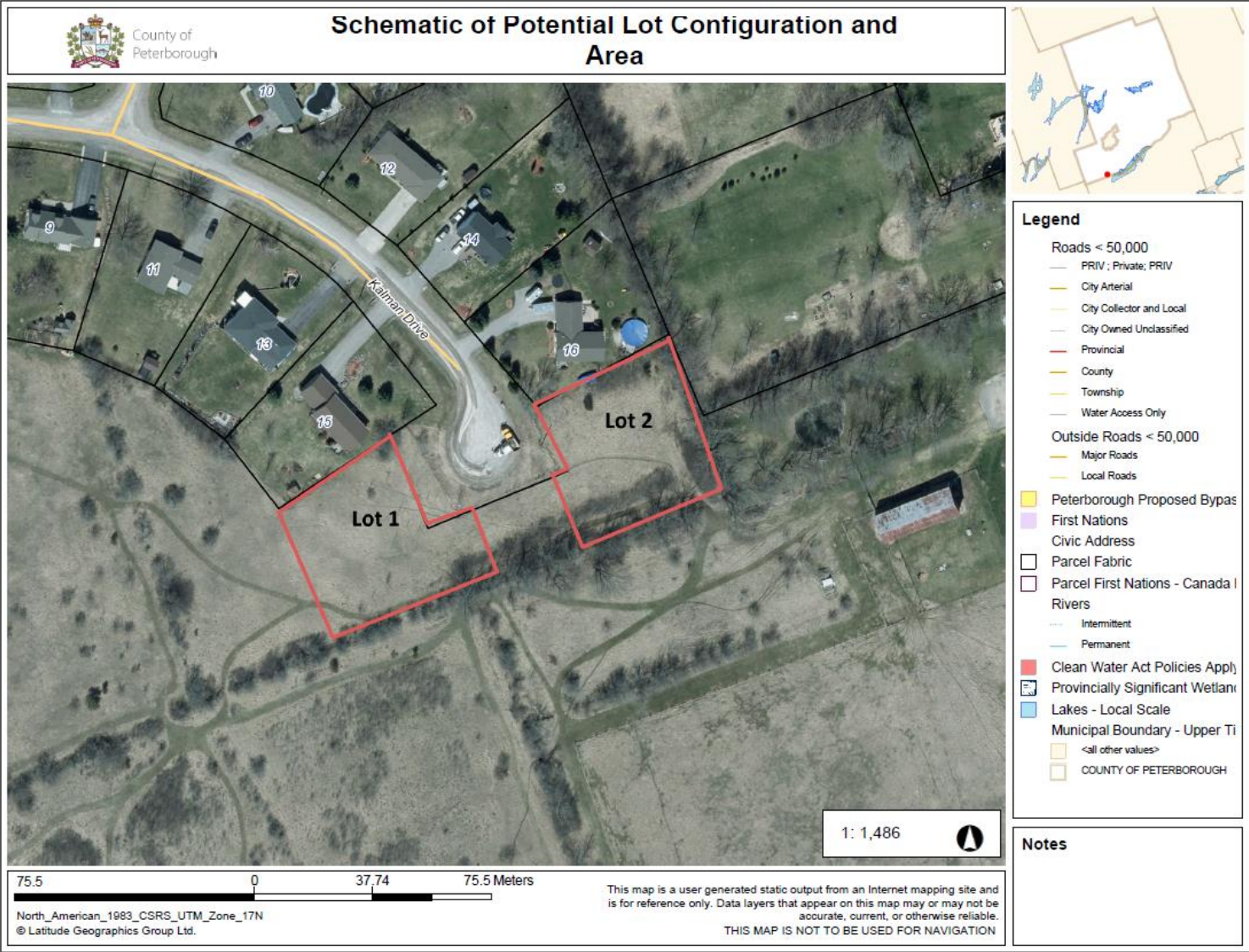
If you have any questions/concerns please contact Kyle Darling at 705-775-2737 Ext. 3203.

Kyle Darling
Engineering Technician
Engineering & Design Division,
Infrastructure Services

Attachment No. 3: Schedule F – Map 7 – Bailieboro



Attachment No. 4: Proposed Lot Configuration and Area Schematic B-42-20 and B-43-20





Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Wayne Hancock, Director Public Works
Report Number:	Public Works 2020-18
Subject:	Water and Wastewater Master Servicing Study RFP

Recommendations:

1. That Council authorize Staff to retain the professional consulting services of R.V. Anderson Associates Limited (RVA) for the completion of a Water and Wastewater Master Servicing Study in the amount of \$149,958.85 plus net municipal H.S.T. in the amount of \$ 2,639.28. The upset amount would be \$167,857.94 which includes a 10% contingency in the amount of \$15,259.82 for additional work that may be required.
2. That Council preapprove the amount of \$ 118,000.00 in the 2021 water/wastewater capital budget to complete this project and provide funding. Funds are to be provided through Development Charges.

Overview:

At the April 6, 2020 Regular Council meeting staff Council approved the Allocation Policy for the Water and Wastewater System in Millbrook. Following this staff were directed to determine how to increase allocation capacity for both the water and wastewater system. To complete this staff has recommended the completion of a Master Servicing Study for the Township.

This is required to understand the different options in increasing our capacity in both areas. Specifically, the consultant will review flows at our sewage plant, with further recommendations on infiltration, etc., operations to determine if capacity can be increased by immediate changes, and finally a review of present Ministry established capacity should be revised. The issue of increasing the rated capacity at our Wastewater Water Plant was one of the considerations discussed earlier with Council. In conjunction with this, all other options including a “stand alone” plant are to be considered.

On June 18, 2020 Township Staff circulated and posted a Request for Proposal (RFP) for a Water and Wastewater Master Servicing Study. The Request for Proposal outlined background information, specifically, the recently approved employment lands study and recommendations. the project rationale and context and objectives of the project. This includes but is not limited to, looking at the existing water and wastewater system within Millbrook and the feasibility of expanding services to the Hwy 115/County Rd. 10 corridor.

The Township asked proponents to outline the items to be addressed in the Proposal and to provide a description of the firm and associated sub-consultant firms with at least 3 (three) references and relevant work experience. All applicants were to submit their detailed plans with the finances that would be associated with those plans.

The RFP outlined the evaluation criteria. As per the RFP, proposals were evaluated using the following criteria:

Category	Weight
a. Company and Key Personnel Experience	Total of 25%
• Direct company and principal staff experience with relevant experience	5%
• The experience of the project team members that will be assigned to this project.	15%
• Appropriate reference information gathered from customers that the vendor has provided like services.	5%
b. Technical Approach	Total of 60%
• Quality of overall approach, work methodology, identification of project constraints.	30%
• Work plan and schedule (responsiveness to meet or exceed requirements).	30%
c. Consulting Services Cost	Total of 15%
• Cost of consulting services with details as to the method and basis of compensation including a breakdown of overall cost including all fees and other charges.	15%

The Township received three (3) proposals from qualified consultants. A list of the qualified consultants and the associated score, rank, and pre-tax costs is provided below.

Consultant	Score	Rank	Pre-Tax Cost
R.V. Anderson Associates Limited	78.4	1	\$149,958.85
J.L. Richards and Associates	71.7	2	\$185,231.00

The Greer Galloway Group Inc.

67.2

3

\$ 73,660.00

Three senior staff members, which included Township's Chief Building Official/By-law Enforcement Officer, Project Engineer/Operation Supervisor, and Director of Public Works reviewed and scored the proposals.

With their proposed work program, experience and project costs, RVA scored highest. The Evaluation Score Sheet summary is provided in (Attachment No. 1) to this Report.

R.V. Anderson Associates Limited has extensive experience working with the Township's water and wastewater system. RVA completed the Millbrook Water/Wastewater Class EA and was the lead consultant on the design and construction of the new Wastewater Treatment Plant, service expansion to the municipal office and the new Water Storage Tank. These projects required Public Information Centres (PIC's) which included working with residents of Millbrook. This provides RVA with valuable background information that other consultants would not have.

In addition to the experience with our Township, RVA has completed various Master Servicing Plans with other municipalities. Some examples are Tutela Heights - Brant County, Wellington Master Servicing – County of Prince Edward, East Picton Master Servicing – Prince Edward County, Port Perry Water supply & Storage – Region of Durham and Sunderland Water Supply & Storage – Region of Durham.

In addition, the key staff members to complete this proposal are many of the same group that we have worked with the Township historically. We found that they were always professional, detailed and provided excellent completed projects. In addition, staff would like to note that our present sewage plant has been recognized and received awards provincially and has been recommended internationally for it's innovative design and operation. Even our beautiful standpipe has received provincial note for it's classic design and colours.

Subject to receiving approval and the start date, the proposal spoke to completing the work within a one year time frame of receiving approval. This is typical of this type of study as there is a large amount of data collection and dialogue with the public that is required. Staff had recognized this would be a fairly lengthy project and had budgeted for the first part to be completed in 2020 and are requesting to preapprove funds in the 2021 Water/Wastewater Budget to complete this project.

Staff had recognized that this study is critically important to address, not only the employment lands for our Township, but also any limitations to capacities that might affect all growth including residential, commercial and industrial. This study and completion of infrastructure as will be recommended are the next key factors in a growing but stable community.

We are therefore recommending the approval of the proposal from R.V. Anderson Associates Limited. Upon completion of this study, staff would bring forward recommendations on proceeding with any infrastructure required.

Financial Impact:

Council has approved a water/wastewater capital budget amount of \$ 50,000.00 in account 04-4800-4100 for the part of this study to be completed in 2020. These funds are provided from Development Charges. Staff are also requesting preapproval of the amount of \$ 118,000.00 in the water/wastewater budget for 2021 to cover the final parts of this study.

Attachment:

Attachment No.1: Evaluation Score Sheet

Respectfully Submitted by,

Reviewed by,

Wayne Hancock
Director of Public Works

Yvette Hurley
Chief Administrative Officer

Company Name: _____

Evaluator: _____

	Company and Key Personnel Experience - 25%			Technical Approach - 60%		Consulting Services Cost - 15%
	Direct Company and principal staff experience with relevant experience - 5%	The experience of the project team members that will be assigned to this project - 15%	Appropriate reference information gathered from customers that the vendor has provided like services - 5%	Quality of overall approach, work methodology, identification of project constraints - 30%	Work plan and schedule (responsiveness to meet or exceed requirements) - 30%	Cost of consulting services with details as to the method and basis of compensation including a breakdown of overall cost including all fees and other charges - 15%
10	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.	<u>Cost of lowest proper proposal</u> Cost of proposal being evaluated
9	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.	
8	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the township's needs.	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the township's needs.	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the township's needs.	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the township's needs.	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the township's needs.	
7	Fully meets all requirements of the criterion.	Fully meets all requirements of the criterion.	Fully meets all requirements of the criterion.	Fully meets all requirements of the criterion.	Fully meets all requirements of the criterion.	
6	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical	
5	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.	
4	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.	
3	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.	
2	Very Poor to Unsatisfactory.	Very Poor to Unsatisfactory.	Very Poor to Unsatisfactory.	Very Poor to Unsatisfactory.	Very Poor to Unsatisfactory.	
1	Does not satisfy the requirements of the criterion in any manner.	Does not satisfy the requirements of the criterion in any manner.	Does not satisfy the requirements of the criterion in any manner.	Does not satisfy the requirements of the criterion in any manner.	Does not satisfy the requirements of the criterion in any manner.	



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Kyle Phillips, Chief Building Official
Report Number:	Building 2020-03
Subject:	Building Inspector Appointment By-law

Recommendation:

That Council appoint Jonathan Reece as a Building Inspector for the Township of Cavan Monaghan.

Overview:

Section 3(1) of the Ontario Building Code Act states that “The council of each municipality shall appoint chief building official and such inspectors as are necessary for the enforcement of this Act in the municipality”. Jonathan Reece is certified as a Building Inspector under the Ministry of Municipal Affairs and Housing.

This appointment will properly recognize Jonathan Reece as a Building Inspector for the Township of Cavan Monaghan.

Financial Impact:

No financial impact at this time.

Attachment:

Building Inspector Appointment By-law No. 2020-50

Respectfully Submitted by,

Reviewed by,

Kyle Phillips,
Chief Building Official/
By-law Enforcement Officer

Yvette Hurley,
Chief Administrative Officer

The Township of Cavan Monaghan

By-law No. 2020-50

Being a by-law to appoint Jonathan Reece as a Building Inspector for the Township of Cavan Monaghan

Whereas under Section 3(2) of the *Building Code Act*, S.O. 1992, Chapter 23, as amended, the Council of each municipality shall appoint such inspectors as are necessary for the purposes of the enforcement of this Act in the areas in which the Municipality has jurisdiction.

And Whereas the Solicitor General did on the 30th day of July, 1984 designate employees of Municipalities whose duties include the enforcement of By-laws as Provincial Offences Officers for the purposes of enforcing the provisions of Municipal By-laws.

And Whereas the Council of the Township of Cavan Monaghan deems it expedient to appoint a Building Inspector for the Township of Cavan Monaghan who shall also be appointed a Provincial Offences Officer.

Now Therefore be it Enacted as a By-law of the Township of Cavan Monaghan as follows:

1. That Jonathan Reece be and is hereby appointed Building Inspector for purposes of enforcement under the *Building Code Act*, S.O. 1992, Chapter 23, as amended, for the Township of Cavan Monaghan.
2. That Jonathan Reece be and is hereby appointed a Provincial Offences Officer under the *Provincial Offences Act*, R.S.O., 1990, Chapter P. 33, as amended, for the Township of Cavan Monaghan pursuant to the designation by the Solicitor General of certain municipal employees on the 30th day of July, 1984.
3. That this By-law shall become effective the 8th day of September, 2020.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Elana Arthurs, Clerk
Report Number:	Corporate Services 2020-17
Subject:	Cavan Monaghan Task Force on Policing

Recommendations:

1. That Council approve the Terms of Reference for the Cavan Monaghan Task Force on Policing.
2. That Council appoint Mayor McFadden as the Chair of the Task Force and one additional Council member to the Task Force.
3. That Council direct Staff to recruit four (4) additional members to fulfill the required compliment of the Task Force.

Overview:

At the June 15, 2020 Regular Council meeting the following resolution was adopted:

That Council provide direction to staff to respond to the offer to extend the existing contract for policing services provided by Peterborough Police Service; and
That staff include provision within the contract requiring reporting measures on the deployment of officers outside of the Township of Cavan Monaghan; and
That staff report back to Council with a Terms of Reference for a task force to review policing in the Township of Cavan Monaghan.

The one year extension has been approved by all parties and has been circulated for execution.

Attached to this report is a draft Terms of Reference for a Task Force on the future of policing in Cavan Monaghan.

The Terms of Reference provides the Mandate and the Scope of the Task Force which includes a conducting a thorough and objective review of the police services available and required in the Township of Cavan Monaghan.

The recommended composition of the Task Force will include the Mayor as the Chair, one other appointed Council member and four (4) additional members with related police services or police services board experience in the province of Ontario. Staff will advertise to fulfill the member requirement of the Task Force as soon as possible.

It will be expected that the Task Force will prepare and submit a report with recommendations to the Council of the Township of Cavan Monaghan in March 2021 to prepare for the expiry of the existing contract on September 30, 2021.

Attachment:

Cavan Monaghan Task Force on Policing Terms of Reference

Respectfully submitted by,

Reviewed by,

Elana Arthurs
Clerk

Yvette Hurley
Chief Administrative Officer

Cavan Monaghan Task Force on Policing

Mandate

The Cavan Monaghan Task Force on Policing will provide evidence-informed recommendations Council in order to ensure the most accountable, responsive, effective and cost-efficient policing for all residents and stakeholders in the Township of Cavan Monaghan.

The Task Force will conduct a thorough, impartial and objective review of Police Services. The Task Force will consider all options in planning to meet the policing needs and provide a practical set of recommendations designed to guide Council as it makes decisions to address the future of policing in Cavan Monaghan. It will rely on:

1. Local experience and knowledge obtained through a community-wide collaborative process with key advisors,
2. Relevant policies and current policing models from services authorized to provide coverage to the Township of Cavan Monaghan, including but not limited to, the Peterborough Police Service and the Ontario Provincial Police,
3. Relevant legislation including the Municipal Act and the Police Services Act,
4. An analysis of the current challenges facing Cavan Monaghan, including cost, crime statistics and previous factors including communication,
5. The application of best practices and principles from other municipalities.

Scope

The work of the Task Force will be to:

1. Establish a good understanding of the current state of policing in the Township of Cavan Monaghan
2. Establish criteria for evaluating policing options including a review of governance, levels of service, staff deployment, cost comparisons, long-term financial implications and impact on the community.
3. Examine and determine the challenges and barriers of the policing needs
4. Establish a process to engage and consult the public. The Task Force will consult with businesses, residents, schools and community groups. The Task Force will also seek input from a broad cross section of the community such as seniors, students and vulnerable populations.

5. Present a final report to the Council of the Township of Cavan Monaghan no later than March 2021.

Composition

Chaired by Mayor Scott McFadden the Task Force will be comprised of one additional Cavan Monaghan Council member and four (4) individuals with policing experience, representing a variety of different sectors and viewpoints across the community. These individuals may include, retired police officers, past police services board members or others that have knowledge and experience directly related to policing in Ontario and who are not currently employed by any police service or volunteering with any police services board.

Meetings

The Task Force will meeting at the call of the Chair. Meetings may take place during regular business hours, Monday – Friday 8:30 a.m. – 4:30 p.m., by any means required, including through virtual and phone methods. Meeting agendas will be developed in consultation with the Chair and additional records including minutes and other documents will be maintained by the Clerk's Department and provided to the members as requested.

Staff Support

The Task Force will also be supported by the Chief Administrative Office and Township Clerk.

Code of Conduct and Conflict of Interest

All members of the Task Force are expected to abide by the code of conduct provisions as established by the Township of Cavan Monaghan.



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Elana Arthurs, Clerk
Report Number:	Corporate Services 2020-18
Subject:	Ward Boundary Review

Recommendation:

That Council direct Staff to request a formal proposal from Watson and Associates Economists Ltd., in association with Dr. Robert J. Williams, to conduct a Ward Boundary Review for the Township of Cavan Monaghan in preparation of the 2022 Municipal Election.

Overview:

In 1998, the former Townships of Cavan, North Monaghan and the Village of Millbrook were amalgamated to create what is now the Township of Cavan Monaghan. The Township of Cavan Monaghan boundaries were established at that time and have not been modified since.

In 2015, Staff conducted a number of public information sessions to gather input on the appetite for a ward boundary review and at the time, although there was little uptake in attendance, the feedback from those that attended indicated that they were content with the current structure.

Since then a significant amount of development has occurred off County Road 10 and although many assume these homes are in the Millbrook Ward, in actual fact, they are located in the Cavan Ward which is already the largest ward in the Township by size and population.

In Ontario, the Municipal Act, 2001 provides the framework within which municipalities may conduct ward boundary reviews. Section 222 of the Act provides Council with the power to divide or re-divide the municipality into wards, or dissolve any wards which may already exist within the municipality, provided such actions are completed by by-law.

On a broad level, three factors normally trigger a ward boundary review:

- 1) If the population of the municipality has changed by more than ten percent since the present ward boundaries were set, it is time to review them.
- 2) If the present ward boundaries were set as part of an amalgamation, it is time to examine their continuing relevance as the new municipality matures.

- 3) If the population of at least one of the wards varies by more than twenty-five percent from the average population of all wards, it is time to review the present ward boundaries.

Based on the information from the 2018 Municipal Elections the distribution of electors was as follows:

Cavan Ward – 5046
Millbrook Ward – 1220
North Monaghan Ward – 1012

The Township of Cavan Monaghan wards are disproportionate and with the development happening in the Cavan Ward, the imbalance will only increase.

It is clear changes are going to be required prior to the 2022 Municipal Election.

The following process is mandated by the Municipal Act and must be completed before the changes may come into effect:

- Within 15 days of the passage of a by-law, the municipality must give notice to the public of the passing of the by-law and the manner in which the by-law may be appealed, including the last day for filing a notice of appeal;
- The notice must provide 45 days after the passage of the by-law for an individual to file a notice of appeal with the Municipal Clerk;
- Any appeals received must be delivered to the Local Planning Appeal Tribunal (LPAT) within 15 days after the last day available for filing a notice of appeal;
- The LPAT shall hear any appeals received and may make an order affirming, amending or repealing the by-law;
- Once the by-law is passed, the new ward boundaries come into force during the next regular election, if:
 - no appeals are lodged;
 - the appeals are withdrawn prior to January 1st in the year of an election, or;
 - the appeals are heard by the Board and an order is issued to affirm or amend the by-law before January 1st in the year of an election;
- Or after the second regular election in all other situations, unless the by-law is repealed by the Board.

Considering the following factors, Staff are recommending that the most appropriate way to move forward with a Ward Boundary Review would be to engage the services of an external consultant:

- The unique field of knowledge and expertise required;
- The value of previous expertise conducting reviews, particularly when responding to inquiries from Council, staff and members of the public;

- The limited staff resources available to conduct such an in-depth review;
- A consultant can ensure that specific issues surrounding specific principles (i.e. communities of interest) are fully explored and addressed in the final recommendations;
- The potential for an appeal to the LPAT and the expertise that the consultant can provide to support the Township's position; and
- The importance of an independent review and unbiased process.

Staff have had preliminary discussions with Watson and Associates along with Dr. Robert J. Williams who has provided a document with some information about the importance of a ward boundary review, some of which is included in this report.

The initial cost estimate they provided was between \$40,000 - \$50,000 although they were hoping we might see some savings as travel is unlikely.

Staff is still recommending that a formal proposal be requested to ensure there sufficient time for the consultant to provide a final report and recommendation in early 2021 and for Council to make a decision and adopt the required by-law. This timeline will allow time for any appeals and for the process to be completed by December 31, 2021 in preparation for the 2022 Municipal Election.

Attachment:

A Ward Boundary Review – Dr. Robert J. Williams

Respectfully submitted by,

Elana Arthurs
Clerk

Reviewed by,

Yvette Hurley
Chief Administrative Officer

A Ward Boundary Review

- The *Municipal Act, 2001*, s.222 (1) permits a municipal council to pass a by-law “to divide or redivide the municipality into wards or to dissolve the existing wards” but a review of electoral boundaries is not subject to a stipulated schedule, to a standardized process or to established criteria. Furthermore, despite a statement in the *Municipal Act, 2001* that the Minister “may prescribe criteria,” none actually exists.
- Therefore, it is up to each municipal council to determine when a review should occur, to set the terms of reference for its review, including the process to be followed, and to establish criteria or guiding principles to evaluate the municipality’s electoral system.
- It is reasonable to consider whether the present ward boundaries are still valid for Cavan Monaghan. On a broad level, three factors normally trigger a ward boundary review:
 - If the population of the municipality has changed by more than ten percent since the present ward boundaries were set, it is time to review them.
 - If the present ward boundaries were set as part of an amalgamation, it is time to examine their continuing relevance as the new municipality matures.
 - If the population of at least one of the wards varies by more than twenty-five percent from the average population of all wards, it is time to review the present ward boundaries. [note: the measurement is population not the number of electors]
- Additional considerations are also relevant:
 - Is the present system congruent with changes (especially related to the distribution of the Township’s population) that have occurred in the municipality since amalgamation or are expected to occur in the next few years?
 - Does the present system provide for effective representation for all of the communities of interest in the municipality?

- Does the present system provide accountability to electors?
- Such questions are important reflections of the health of local democracy in the Township. Such issues need not be considered continually but, if the community has never considered them, it is important to find an opportunity to do so. It is also important to recognize that such a review might determine that the present ward boundaries meet these expectations and would not therefore need to be changed. However, until the questions are asked and present conditions independently evaluated, the strengths and weaknesses of the existing wards can only be based on conjecture and informal familiarity. The key questions are
 - Does the present system need to change?
 - Are there identifiable 'problems' that need to be addressed?
- Council has the authority to change the municipality's electoral system and is free to make its determination through whatever process it chooses. It would obviously be preferable to reach its decision by identifying appropriate resources to manage the process (an external consultant) and deliver plausible options for consideration and as much public consultation as possible.
- The present ward configuration is familiar to residents and can be a choice open to Council to endorse. After nearly twenty-five years, however, the ward system should at least be subject to review, just as every other facet of the municipality's operations are regularly reviewed.
- A W.B.R. in Cavan Monaghan would be directed towards developing and assessing possible alternatives to "redivide" the municipality - the terminology used in *Municipal Act, 2001*, s. 222 (1) – in terms of agreed-upon guiding principles so as to provide equitable and effective representation to all residents.
- In Ontario, members of a municipal council (other than the Mayor) "shall be elected by general vote or wards or by any combination of general vote and wards (*Municipal Act, 2001* s 217 (1) 4). The authority "to

divide or redivide the municipality into wards or to dissolve the existing wards” rests with the municipal council (*Municipal Act*, 2001 s 222 (1)). A by-law adopted by Council to implement this authority is subject to appeal to the Local Planning Authority Tribunal (LPAT) (s 222 (4)).

- There are no standard practices, terms of reference, criteria or guiding principles either in provincial legislation or regulation that can be used to evaluate the municipality’s electoral system. Instead, municipalities look to relevant Ontario Municipal Board (now the LPAT) decisions, case law and best practices followed in other municipalities to establish appropriate guiding principles.
- The objective of a Ward Boundary Review is to evaluate the suitability of the present wards in terms of approved Guiding Principles and to develop alternative designs that are consistent with those principles. The following five Guiding Principles have been developed from a number of sources and should apply to a ward boundary review in Cavan Monaghan to ensure that an effective and equitable system of representation is selected.
 - a. Representation by Population
 - To the extent possible, every Councillor will generally represent the same number of constituents with some variation acceptable to take account of residential density and the patterns of settlement across the Municipality.
 - The acceptable range of population variance will not exceed 25% unless it can be justified as a way to meet one of the other criteria.
 - Non-resident electors will be considered in the determination of population in the Wards.
 - b. Population and Electoral Trends
 - Wards will be designed so as to maintain equitable representation by population, to the extent possible, over a three-election cycle (2022, 2026 and 2030).
 - Population projections will be based on adopted municipal-wide residential growth forecasts and other planning data compiled in 2020.
 - c. Representation of Communities of Interest
 - Wards will be composed of plausible groupings of communities and

established settlements.

- Wards will, to the extent possible, will have regard for the rural nature of the Municipality.

d. Geographical and Topographical Features

- The boundaries used to delineate wards should be straightforward and easily recognizable and, to the extent possible, reflect customary patterns of communication among communities and settlements within the municipality.
- Wards will be contiguous in shape and as compact as possible.

e. Effective representation

- The previous four principles are all subject to the overarching principle of “effective representation” as enunciated by the Supreme Court of Canada in the *Carter* case (that is, *Reference re Provincial Electoral Boundaries* (Sask.), [1991]).
- This principle is intended to ensure that residents have comparable access to their elected representative and each Councillor will speak in governmental deliberations on behalf of approximately the same number of residents.



Regular Council Meeting

To:	Mayor and Council
Date:	September 8, 2020
From:	Chris Allison, Supervisor Parks and Facilities
Report Number:	CAO/Parks and Facilities 2020-04
Subject:	Cavan Monaghan Community Centre Outdoor Fitness Project

Recommendations:

1. That Council authorizes an addition to the Cavan Monaghan Community Centre of the installation of an outdoor fitness area located in conjunction with the existing playground structure and surrounding concrete boardwalk, and
2. That Council send a letter thanking the Orange Lodge Millbrook Branch for its legacy fund contribution to the community.

Overview:

In February 2020, Mr. Robert Packman member of the Orange Lodge Millbrook Branch, approach Staff with regards to a legacy gift for the community.

In discussion with Mr. Packman and Ms. Debbie Worr, their intent was to see if the Township would be interested in expanding the outdoor playground in some fashion. Discussions were around an outdoor fitness area and both felt it would be a nice addition to Cavan Monaghan Community Centre's existing amenities especially the indoor track. The goal of the addition was to further promote health and wellbeing to our community members.

Ms. Worr is the daughter of the head of the Women's Orange Lodge Millbrook Chapter where the majority of the donation sits. In speaking with Ms. Worr, it was her mother's wishes to ensure the funds were contributing to family, community and health and wellbeing. Ms. Worr approved of the initiative and believed her mother's wishes were being fulfilled.

As agreed, the Orange Lodge has provided in writing via an email from Mr. Robert Packman on Monday August 31st 2020 confirmation of their \$50,751.20 legacy donation to be put towards the CMCC Outdoor Fitness Project.

A quotation has been obtained from ABC Recreation for the outdoor fitness equipment and installation. This is the same company that built the existing playground at CMCC. The quote was for \$50,751.20 which included the following pieces of equipment;

- Cardio Stepper
- Squat Press
- Elliptical
- Hand Cyclor
- Balance Steps
- Chest/Back Press

The “Compliance to Standards” specifications for all equipment are 13yrs+ or 1400+ mm in height. This information is clearly marked on each piece. Equipment signage also includes the following information;

- Name of equipment piece
- How to use diagram
- Muscle group(s) being engaged
- Warning label

An additional quotation for concrete was obtained by Dan Sims Concrete Construction Company Limited. The quote was for the area of 34’ (L) X20” (W) X 6” (D). \$9,850.00 is for the pour and installation of the pad an additional \$2,800.00 for a barrier curb for runoff and finally \$ 1,644.50 for HST. A grand total of \$14,294.50.

Should Council wish to support Outdoor Fitness Project in addition to the CMCC playground, Staff had discussed having a steel label made for each piece of equipment acknowledging the Orange Lodge Millbrook Branch Legacy Fund.

Financial Impact:

The total cost of the project is \$63,401.20 Consisting of the following expenses:

- \$50,751.20 ABC Recreation equipment and installation
- \$14,294.50 Dan Sims Concrete Construction Company Limited

The total financial impact to the Township of Cavan Monaghan after the donation of \$50,751.20 would be \$14,294.50, these funds could come from the 2020 Capital budget CMCC Furniture, Fixtures and Equipment account GL# 02-4731-3310.

Attachments:

1. ABC Quotation
2. Rendering of the Outdoor Fitness Project
3. Dan Sims Quotation

Respectfully submitted by,

Reviewed by,

Chris Allison
Supervisor Parks and Facilities

Yvette Hurley
Chief Administrative Officer



QUOTATION

Date: Jun 30, 2020

Quote #: 020Q2128

Project #: 21239

Quoted To: Melissa Als
Township of Cavan-Monaghan
988 County Rd 10
Millbrook, ON L0A 1G0
CANADA

Phone: 705-932-2911 x
Fax:
Email: mals@cavanmonaghan.net

Project: Cavan Monaghan Community Centre - Millbrook - Playground

We are pleased to submit the following quotation for Landscape Structures.

Qty	Model #	Description	Extended Price
1	192455B	HealthBeat® Cardio Stepper 2" Surface Mount, Order Post Separately*	8,165.71
1	192461B	HealthBeat® Squat Press 2" Surface Mount, Order Post Separately*	6,340.35
1	205946B	Post w/2 and 2 Attachments Surface Mount	1,180.35
1	206894A	HealthBeat® Epoxy	0.00
1	192457B	HealthBeat® Elliptical 2" Surface Mount, Order Post Separately*	9,333.15
1	205938A	HealthBeat® Hand Cycler, Order Post Separately*	2,973.45
1	205946B	Post w/2 and 2 Attachments Surface Mount	1,180.35
1	206894A	HealthBeat® Epoxy	0.00
1	192454B	HealthBeat® Balance Steps 2" Surface Mount, Order Post Separately*	2,773.51
1	192456B	HealthBeat® Chest/Back Press 2" Surface Mount, Order Post Separately*	6,340.35
1	205945B	Post w/2 and 1 Top Attachments Surface Mount	1,180.35
1	206894A	HealthBeat® Epoxy	0.00
1	1000	Playground Installation - Stringer/Direct Bury	4,350.00
** To prevent contamination, please be aware that direct bury systems must be installed on subgrade prior to base/surfacing - EXTRA CHARGES will apply if otherwise.			
Shipping			\$1,095.00
SubTotal			\$44,912.57
HST			5,838.63
Supply, Deliver & Installation			Total
			\$50,751.20

This quotation will remain in effect for 30 days unless withdrawn earlier by ABC Recreation Ltd by notice to you.

Estimated Delivery (from Receipt of all Approved Submittals): 4 to 6 Weeks

Conditions for Playground Equipment Installation: Site Prep/Excavation/Borders: NOT Included Installation: Included
Surfacing: NOT Included Maintenance Kit: Included with Structures Only. * GENERAL CONTRACTOR FOR PROJECT TO PROVIDE, or make available, washroom facilities for all trades on site for duration of installation (O.REG. 145/00). Extra charges will be applied if not conformed. ** Client MUST provide most current construction drawings/siteplan PRIOR to ABC Recreation commencing with installation. * Installation will be provided in accordance with manufacturer's specifications and CSA standards. 3rd Party Inspection is NOT included unless otherwise specified. * Installation prices are quoted for normal ground conditions. ABC Recreation Ltd reserves the right to renegotiate contracts if abnormal ground conditions are encountered during installation. * Site preparation is not included. All prices are based on a clear, clean and level site, prepared to recommended space requirements. ABC Recreation Ltd reserves the right to renegotiate contracts if additional site preparation is required, unless otherwise agreed upon in the quotation. * Vehicle and heavy equipment access AND PARKING must be provided to job site as required. ABC Recreation Ltd is not responsible for damage to site and surrounding area while delivering and installing material. Finished Landscaping is not included in the above pricing. * Installation price is based on equipment being installed prior to the placement of resilient surface material. ABC Recreation Ltd reserves the right to renegotiate contracts if resilient surfacing is placed in the site prior to installation. * ABC Recreation Ltd will invoice for equipment and installation on the pre-arranged installation date. If installation is postponed, the customer will be invoiced for equipment & shipping only and this amount is payable net 30 days. The installation will be invoiced upon project completion. * ABC Recreation Ltd is not responsible for any charges resulting from vandalism during installation.

ABC Recreation Ltd.

PO Box 21009 - Paris, ON - N3L 4A5

ABC Recreation Ltd.

Terms of Agreement

Terms available subject to approved credit. Payment by Bank Letter of Credit, Certified Cheque or Credit Card.

Long term Maintenance holdback will not be accepted unless notified prior to quoting.

This quotation will remain in effect for 30 days unless withdrawn earlier by ABC Recreation Ltd. by notice to you. The terms of this quotation supersede the provisions of any conflicting term of your form of purchase order. If you do not have a form of purchase order, please date and sign a copy of this quotation and return it to us.

Thank you for your interest in our products and the opportunity to submit a quotation. If you require additional information, please call toll free 1-800-267-5753.

A.B.C. Recreation Ltd.

Sales Representative

Quote # 020Q2128

/ab

To place order, please fill out the form below and return to ABC Recreation Ltd by email.

Above quotation, conditions and terms accepted by:

Company Name

Date

Signature

Print Name, Title

Invoice To:

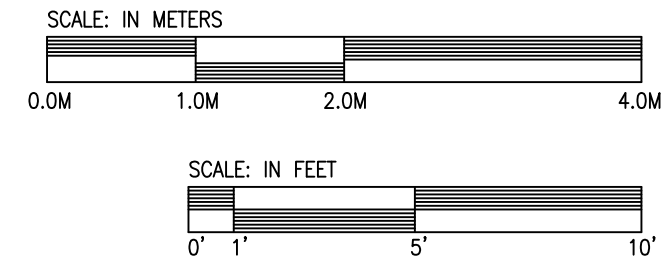
Ship to/Site Address:

Contact Name & Phone#

Contact Name & Phone#

Delivery Required as Quoted _____ **or** _____

Please advise colour(s) required _____



Cavan Monaghan
Community Centre
Millbrook, ON

ABC RECREATION LTD.

MIKE KITCHEN

THIS PLAY AREA & EQUIPMENT IS
DESIGNED FOR AGES 13+ YEARS

THIS CONCEPTUAL PLAN WAS BASED ON
INFORMATION AVAILABLE TO U.S. PRIOR TO
CONSTRUCTION. DETAILED SITE INFORMATION
INCLUDING SITE DIMENSIONS, TOPOGRAPHY
EXISTING UTILITIES, SOIL CONDITIONS, AND
DRAINAGE SOLUTIONS SHOULD BE OBTAINED,
EVALUATED, & UTILIZED IN THE FINAL DESIGN.

CHOOSE A PROTECTIVE SURFACING MATERIAL
THAT HAS A CRITICAL HEIGHT VALUE OF
AT LEAST THE HEIGHT OF THE HIGHEST
ACCESSIBLE PART/FALL HEIGHT OF THE
ADJACENT EQUIPMENT. (REF. CANADIAN
STANDARDS ASSOCIATION (CSA) STANDARD
CAN/CSA-Z614-14, SECTION 10: SURFACING.)

INDEPENDENT

DRAWING #:

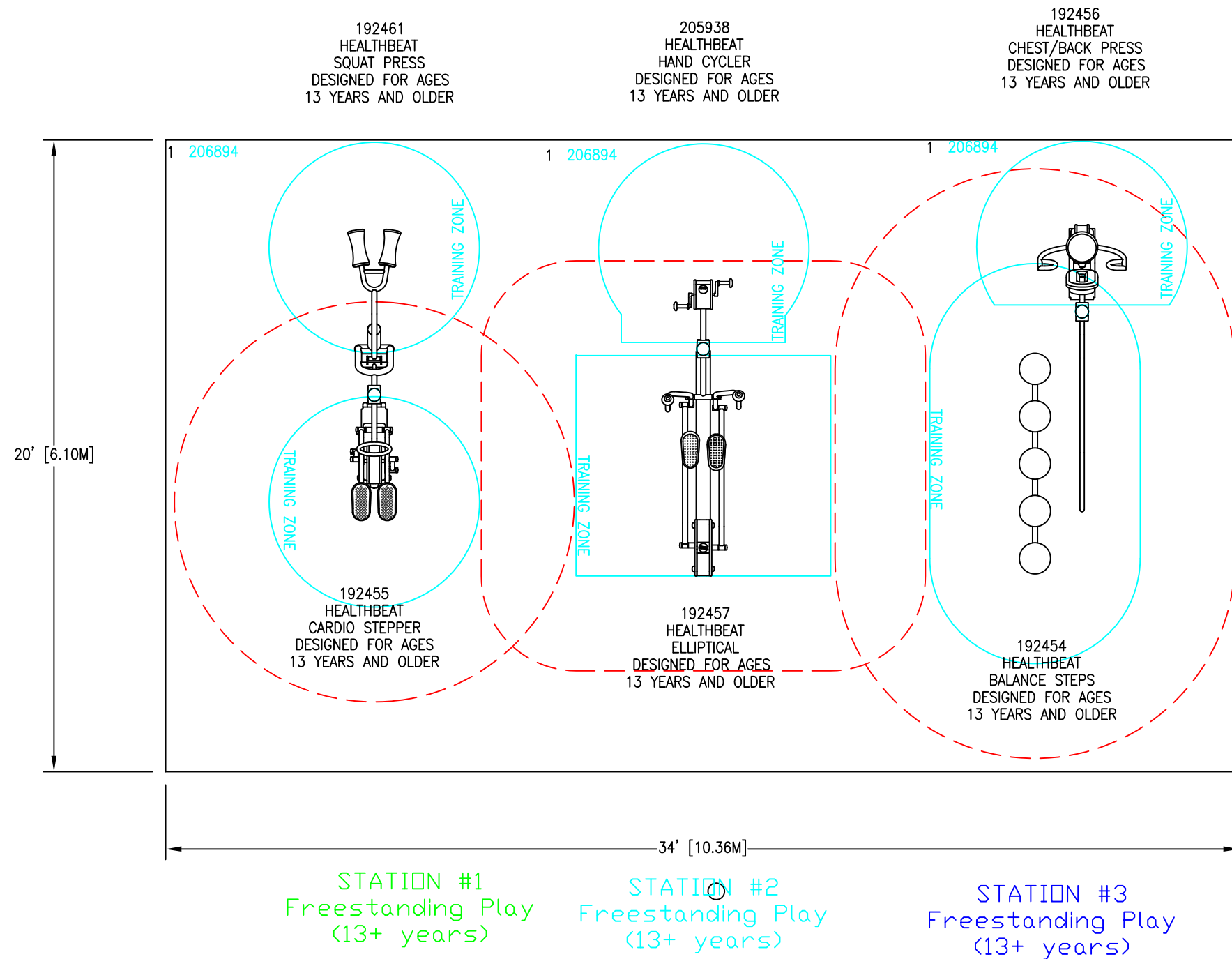
200646

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LANDSCAPE STRUCTURES, INC.

DESIGNED BY: SRJ

LS
**landscape
structures™**

601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091







August 31, 2020

PROPOSAL

TO: Cavan Monaghan Community Centre

RE: Outdoor Fitness Pad

ATTN: Melissa Als and Chris Allison

PROPOSAL: To excavate area 34 ft. x 20 ft., place and compact proper aggregate, and form and pour concrete slab as shown on drawing. When place and finish is complete slab will be saw cut and sealed. Slab will be dowelled to the adjacent existing slab.

PRICE \$9,850.00

NOTE: If barrier curb is needed to prevent run off, the additional cost will be \$2,800.00.

HST NOT INCLUDED

Sincerely,
Dan Sims Concrete Construction Company Limited

Nathan Sims

NATHAN SIMS

Township of Cavan Monaghan

Report and Capital Project Status

- Directed by Council and/or CAO
- Directed by the Province/legislation
- Directed by an Agency
- Priority Projects and Reports

Report Status

Name	Date Requested	Directed By	Resolution/Direction	Est. Report Date
E. Arthurs	September 17, 2019	Council	Off Road Vehicle Route from the Victoria Rail Trail to the Ganaraska Report	April 2020 July 2020 September 2020
W. Hancock	March 2, 2020	Council	Sign By-law & Artwork on Township Property	June 2020 August 2020 September 2020
K. Pope	April 20, 2020	Council	Asset Management Training Session	July 2020 September 2020
E. Arthurs	June 15, 2020	Council	Policing Review Task Force	Complete
K. Ellis		Council	Quarterly County OP Update	Complete
B. Ayotte	June 15, 2020	Council	COVID Recovery Plan	September 2020
J. Connolly	July 6, 2020	Council	ZB & OP policies, planning tools and amendments re: Cannabis	December 2020
B. Ayotte	February 18, 2020	Council	Municipal Modernization RFP (\$25,000 Grant) Website and IT Modernization Plan	November 2020
W. Hancock	August 4, 2020	Council	Organic Waste Collection	November 2020

J. Connolly	June 30, 2020	CAO	Peterborough Airport Noise Exposure Forecast	December 2020
K. Ellis / J. Connolly	April 1, 2019	Council	Township OPA & ZBA to consider changes to employment lands (opportunities to permit recreational uses)	December 2020
Y. Hurley	February 19, 2019	Council	Design for the remaining lands at the new Community Center	June 2020 September 2020 April 2021
Y. Hurley	April 1, 2019	Council	Millbrook Arena Feasibility Study	June 2020 September 2020 April 2021

Capital Project Status

Department	Capital Project List 2019	Status
Finance	Asset Management Policy and Reporting	July 2019 (Policy) – ongoing
Information Technology/Clerk	Filehold Management Software	Ongoing
Information Technology/Clerk	TOMRMS Records Management System	Ongoing
Fire	Fire Hall #1 Preliminary Design	Ongoing
Fire	Master Fire Plan	Ongoing
Fire	Diesel Generator Municipal Office	Transferred to Reserves

Public Works	County Road 10 Widening	Ongoing
Public Works	Sidewalk – Brookside to Municipal Office	Ongoing
Public Works	Cavan Works Depot Preliminary Design	Ongoing
Planning	Baxter Creek – Floodplain Mapping	Funding Rec'd – March 2020
Planning	Jackson Creek-Floodplain Mapping	Funding Rec'd – March 2020
Planning	Employment Land Strategy	Completed – May 2020
ECD	Website & IT Modernization	Grant received February - ongoing
CAO/Public Works	Millbrook Correctional Facility – Contamination Update	Legal letter sent - waiting on meeting with MOE
CAO	Future Municipal Building Plans – Assigned by Council Nov. 6, 2017	Ongoing
Planning/Public Works/CAO	Towerhill North Development	Ongoing

This list does not include the day to day operations, including ongoing research and compliance requirements with provincial and federal legislation and other Council directed initiatives.

The Township of Cavan Monaghan

By-law No. 2020-50

Being a by-law to appoint Jonathan Reece as a Building Inspector for the Township of Cavan Monaghan

Whereas under Section 3(2) of the *Building Code Act*, S.O. 1992, Chapter 23, as amended, the Council of each municipality shall appoint such inspectors as are necessary for the purposes of the enforcement of this Act in the areas in which the Municipality has jurisdiction.

And Whereas the Solicitor General did on the 30th day of July, 1984 designate employees of Municipalities whose duties include the enforcement of By-laws as Provincial Offences Officers for the purposes of enforcing the provisions of Municipal By-laws.

And Whereas the Council of the Township of Cavan Monaghan deems it expedient to appoint a Building Inspector for the Township of Cavan Monaghan who shall also be appointed a Provincial Offences Officer.

Now Therefore be it Enacted as a By-law of the Township of Cavan Monaghan as follows:

1. That Jonathan Reece be and is hereby appointed Building Inspector for purposes of enforcement under the *Building Code Act*, S.O. 1992, Chapter 23, as amended, for the Township of Cavan Monaghan.
2. That Jonathan Reece be and is hereby appointed a Provincial Offences Officer under the *Provincial Offences Act*, R.S.O., 1990, Chapter P. 33, as amended, for the Township of Cavan Monaghan pursuant to the designation by the Solicitor General of certain municipal employees on the 30th day of July, 1984.
3. That this By-law shall become effective the 8th day of September, 2020.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk

Attachment No. 2: By-law No. 2020-51

The Township of Cavan Monaghan

By-law No. 2020-51

**Being a by-law to temporarily exempt certain lands within
Registered Plan 45M-256 for the Township of Cavan Monaghan from
Part Lot Control**

Whereas Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provides that part lot control shall apply when land is within a plan of subdivision registered before or after the coming into force of the Act.

And Whereas Section 50(7) of the Act provides that a Council may, by By-law, provide that Section 50(5) does not apply to designated lands within a registered plan of subdivision.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Block 131, Plan 45M-256, pursuant to Section 50(7), to permit the construction of dwelling units, one on each of the said parcels to be created by Reference Plan.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 19 inclusive on Reference Plan 45R-16998, which is a plan of survey of Block 131, Plan 45M-256, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 19 inclusive on Plan 45R-16998.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. While this By-law is in effect, Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13 does not apply to Block 131, Plan 45M-256 for the Township of Cavan Monaghan
2. This By-law shall come into force and effect upon the approval of the Council of the Corporation of the County of Peterborough and shall continue in full force and effect until December 31, 2024, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk

Attachment No. 2: By-law No. 2020-52

The Township of Cavan Monaghan

By-law No. 2020-52

**Being a by-law to amend By-law No. 2018-58, as amended, otherwise known as
“The Township of Cavan Monaghan
Zoning By-law”.**

Whereas the Township of Cavan Monaghan recently approved Comprehensive Zoning By-law No. 2018-58, as amended for all lands in the Township of Cavan Monaghan;

And Whereas the Township recognized that there is a mapping error in By-law No. 2018-58, as amended;

And Whereas the Township now wishes to correct this mapping error;

And Whereas Section 34 of the Planning Act permits the Council of the Township of Cavan Monaghan to pass an amending Zoning By-law;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Schedule A, Map B-1 to By-law 2018-58, as amended is hereby amended by changing the zone category on a portion of lands known municipally as 115 Stewart Line in part Lot 2, Concession 11 of the Cavan Ward from the ‘Institutional (I) Zone’ to the ‘Agricultural (A) Zone’ as shown on Schedule “1” attached hereto and forming part of this this By-law.
2. Schedule A, Map B-1 to By-law 2018-58, as amended is hereby amended by changing the zone category on a portion of lands known municipally as 52 Sharpe Line in part Lot 1, Concession 11 of the Cavan Ward from the ‘Agricultural (A) Zone’ to the ‘Institutional (I) Zone’ as shown on Schedule “1” attached hereto and forming part of this this By-law.
3. All other relevant provisions of By-Law 2018-58, as amended, shall apply.

If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk

The Township of Cavan Monaghan

By-law No. 2020-53

Being a by-law to confirm the proceedings of the regular meeting of the Council of the Township of Cavan Monaghan held on the 8th day of September, 2020

Whereas the Municipal Act, 2001, S.O., 2001, c.25, S.5, S. 8 and S. 11 authorizes Council to pass by-laws;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the actions of the Council at its regular meeting held on the 8th day of September, 2020 in respect to each recommendation and action by the Council at its said meetings except where prior approval of the Local Planning Appeal Tribunal, or other statutory authority is required are hereby adopted ratified and confirmed.
2. That the Mayor and Clerk of the Township of Cavan Monaghan are hereby authorized and directed to do all things necessary to give effect to the said actions or obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Read a first, second and third time and passed this 8th day of September, 2020.

Scott McFadden
Mayor

Elana Arthurs
Clerk