

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

**Monday, September 21,**  
**1:00 p.m.**  
**Remote Locations**

Those members in attendance remotely were:

|                |                |  |
|----------------|----------------|--|
| <b>Council</b> | Scott McFadden | Mayor  |
|                | Matthew Graham | Deputy Mayor                                     |
|                | Tim Belch      | Councillor                                       |
|                | Ryan Huntley   | Councillor                                       |
|                | Cathy Moore    | Councillor                                       |
| <b>Staff</b>   | Yvette Hurley  | CAO  |
|                | Elana Arthurs  | Clerk  |
|                | Cindy Page     | Deputy Clerk                                     |
|                | Kimberley Pope | Director of Finance/Treasurer                    |
|                | Karen Ellis    | Director of Planning                             |
|                | John Connolly  | Executive Director of Planning & Development     |
|                | Brigid Ayotte  | Economic and Community Development               |
|                | Chris Allison  | Co-ordinator<br>Supervisor of Parks & Facilities |

**1. Open Session**

**2. Call to Order**

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

**3. Approval of the Agenda**

R/21/09/20/01

Moved by: Belch

Seconded by: Graham

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

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Belch           | X          |                |
| Huntley         | X          |                |
| Moore           | X          |                |

|                |          |          |
|----------------|----------|----------|
| Graham         | X        |          |
| McFadden       | X        |          |
| <b>Results</b> | <b>5</b> | <b>0</b> |

**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. Delegations**

There were no delegations.

**7. Minutes**

**7.1 Minutes of the Regular Meeting held September 8, 2020**

R/21/09/20/02

Moved by: Graham

Seconded by: Moore

That the minutes of the Regular Council meeting held September 8, 2020 be approved as presented.

|                 |            |                |
|-----------------|------------|----------------|
| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
| Huntley         | X          |                |
| Graham          | X          |                |
| Moore           | X          |                |
| Belch           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

**8. Reports**

**8.1 Report - Planning-2020-30 Sandford and Simmons Severance Application B-42-20**

R/21/09/20/03

Moved by: Graham

Seconded by: Moore

That the Township of Cavan Monaghan support severance application B-

42-20 because it conforms to the Township's Official Plan;  
 That the completed Municipal Appraisal Form be forwarded to the  
 Peterborough County Land Division Department; and  
 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.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Moore           | X          |                |
| Huntley         | X          |                |
| Graham          | X          |                |
| Belch           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

## **8.2 Report - Planning-2020-31 Sandford and Simmons Severance Application B-43-20**

R/21/09/20/04

Moved by: Graham

Seconded by: Huntley

That the Township of Cavan Monaghan support severance application B-43-20 because it conforms to the Township's Official Plan;

That the completed Municipal Appraisal Form be forwarded to the  
 Peterborough County Land Division Department; and

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.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Graham          | X          |                |

|                |          |          |
|----------------|----------|----------|
| Moore          | X        |          |
| Huntley        | X        |          |
| Belch          | X        |          |
| McFadden       | X        |          |
| <b>Results</b> | <b>5</b> | <b>0</b> |

**Carried**

### **8.3 Report - ECD-2020-06 Request for Proposal Website and IT Service Delivery and Modernization Review**

R/21/09/20/05

Moved by: Huntley

Seconded by: Graham

That Council award Request for Proposal 2020-06 to MNP to conduct a service delivery and modernization review of the Township's website and IT services for a total project cost of \$22,000 plus HST (\$2,860). The total net cost of the project including HST after municipal rebate will be \$22,387.20

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Huntley         | X          |                |
| Belch           | X          |                |
| Graham          | X          |                |
| Moore           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

### **8.4 Report - Corporate Services-2020-19 Ward Boundary Review Proposal**

R/21/09/20/06

Moved by: Graham

Seconded by: Belch

That Council receive the 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;

That Staff ensure that a second Open House for public input be established during the Ward Boundary Review process; and

That Council pre-approve the cost of \$50,000 plus H.S.T. for the Ward

Boundary Review in the 2021 Capital Budget and borrow an upset limit of \$25,000 from the General Reserve in 2020 to be repaid back into the reserve in 2021.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Graham          | X          |                |
| Belch           | X          |                |
| Huntley         | X          |                |
| Moore           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

#### **8.5 Report - Corporate Services-2020-20 Off-Road Vehicle Route and Ontario Regulation 316/03: Operation of Off-Road Vehicles on Highways**

R/21/09/20/07

Moved by: Belch

Seconded by: McFadden

That Council support the approval of ORV use on the proposed route connecting the Victoria Rail Trail to the Ganaraska forest for a one year trial period.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Huntley         |            | X              |
| Belch           | X          |                |
| Graham          |            | X              |
| Moore           |            | X              |
| McFadden        | X          |                |
| <b>Results</b>  | <b>2</b>   | <b>3</b>       |

**Defeated**

R/21/09/20/08

Moved by: Graham

Seconded by: Huntley

That Council direct Staff to draft a by-law to prohibit ORV's on any municipally owned property including, but not limited to roads, highways, unopened road allowances, trails and parks in the Township of Cavan Monaghan; and

That Staff be directed to report back during the ORV consultation period on the County of Peterborough's Transportation Master Plan for further discussion.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Moore           | X          |                |
| Huntley         | X          |                |
| Graham          | X          |                |
| Belch           |            | X              |
| McFadden        | X          |                |
| <b>Results</b>  | <b>4</b>   | <b>1</b>       |

**Carried**

#### **8.6 Report CAO/Parks and Facilities 2020-05 COVID-19 Re-opening Cavan Monaghan Community Centre**

R/21/09/20/09

Moved by: Belch

Seconded by: Huntley

That Council support two phased re-opening approach for the Cavan Monaghan Community Centre;

That Council support October 13th 2020 as the re-opening date for the ice surface and walking track appointment based as Phase One; and

That Phase Two will include the additional bookable spaces; Community Hall, Studio Room, Meeting Room and Overlook Room.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Graham          | X          |                |
| Belch           | X          |                |
| Moore           | X          |                |
| Huntley         | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

#### **8.7 Report - CAO-2020-Report and Capital Project Status**

R/21/09/20/10

Moved by: Moore

Seconded by: Graham

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

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Belch           | X          |                |
| Moore           | X          |                |
| Graham          | X          |                |
| Huntley         | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

#### **8.8 Council/Committee Verbal Reports**

Councillor Huntley spoke to the Municipal Revitalization and Heritage Advisory Committee meeting held noting the discussion about the CIP moving forward.

Councillor Moore spoke to the Cavan Monaghan Library Board noting that the library is open and the success of the summer programming.

Councillor Belch spoke to the Ganaraska Conservation Authority meeting via zoom.

Deputy Mayor Graham spoke to the upcoming Millbrook Valley Trails meeting next Monday.

R/21/09/20/11

Moved by: Moore

Seconded by: Graham

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

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Moore           | X          |                |
| Graham          | X          |                |
| Huntley         | X          |                |
| Belch           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

**9. General Business**

**9.1 Lifting the State of Emergency**

Mayor McFadden spoke to the Township of Cavan Monaghan lifting the state of emergency and noting that the Municipal office has reopened.

R/21/09/20/12

Moved by: Moore

Seconded by: Huntley

That Council receive for information.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Belch           | X          |                |
| Huntley         | X          |                |
| Graham          | X          |                |
| Moore           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

**10. Correspondence for Information**

There was no correspondence for information brought forward.

**11. Correspondence for Action**

There was no correspondence for action.

**12. By-laws**

There were no by-laws.

**13. Unfinished Business**

There was no unfinished business.

**14. Notice of Motion**

There were no notices of motion.

**15. Confirming By-law**

**15.1 By-law No. 2020-54 being a by-law to confirm the proceedings of the meeting held September 21, 2020**

R/21/09/20/13

Moved by: Graham

Seconded by: Huntley

That By-law No. 2020-54 being a by-law to confirm the proceedings of the



meeting held September 21, 2020 be read a first, second and third time and passed this 21st day of September signed by the Mayor and Clerk and the corporate seal attached.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Graham          | X          |                |
| Huntley         | X          |                |
| Moore           | X          |                |
| Belch           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

**17. Adjournment**

R/21/09/20/14

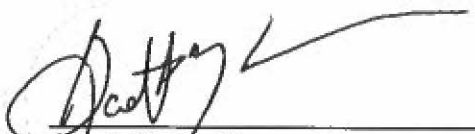
Moved by: Huntley


Seconded by: Graham

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 1:31 p.m.

| <b>Recorded</b> | <b>For</b> | <b>Against</b> |
|-----------------|------------|----------------|
| Huntley         | X          |                |
| Belch           | X          |                |
| Graham          | X          |                |
| Moore           | X          |                |
| McFadden        | X          |                |
| <b>Results</b>  | <b>5</b>   | <b>0</b>       |

**Carried**

  
\_\_\_\_\_  
Scott McFadden  
Mayor

  
\_\_\_\_\_  
Elana Arthurs  
Clerk