



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

**Monday, March 4, 2024  
11:30 a.m.  
Council Chambers**

**Those members in attendance were:**

Council	Matthew Graham	Mayor
	Ryan Huntley	Deputy Mayor
	Nelson Edgerton	Councillor
	Gerry Byrne	Councillor
	Lance Nachoff	Councillor (joined at 11:38 a.m.)
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Karlie Hartman	Deputy Clerk
	Karen Ellis	Director of Planning
	Matt Wilkinson	Planner
	Kyle Phillips	Chief Building Official/By-law Enforcement Officer

**1. Call to Order**

Mayor Graham called the meeting to order at 11:30 a.m.

**2. Land Acknowledgement**

Mayor Graham recited the land acknowledgement.

**3. Approval of the Agenda**

R-2024-61

Moved by: Byrne

Seconded by: Huntley

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

**Carried**

**4. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no pecuniary interests noted.

**5. Closed Session**

**5.1 Resolution to move into Closed Session**

R-2024-62

Moved by: Byrne

Seconded by: Edgerton

That the Council for the Township of Cavan Monaghan move into Closed Session under Section 239(2) of the Municipal Act (2001), as amended, to consider:

a proposed or pending acquisition or disposition of land by the municipality or local board, and

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

**Carried**

**5.2 Minutes of the Closed Session held February 20, 2024**

**5.3 Proposed Property Acquisition Update**

**5.4 Report - PEB 2024-12 Building and By-law Enforcement Activity**

Mayor Graham recessed at 12:16 p.m. until 1:00 p.m.

**6. Regular Session will reconvene at 1:00 p.m.**

Mayor Graham reconvened the meeting at 1:00 p.m.

**7. Report from Closed Session**

There was no report from Closed Session.

**8. Public Meeting**

**8.1 Resolution to open the Public Meeting**

R-2024-63

Moved by: Byrne

Seconded by: Edgerton

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

**Carried**

**8.2 Report PEB 2024-11 Giroux - Zoning By-law Amendment (ZBA-04-24)**

Matt Wilkinson, Planner reviewed the report and spoke to the Zoning By-law Amendment application received on January 31, 2024, from Mr. Giroux for lands in Part Lot 16, Concession 1 (Cavan), known municipally as 1215 Carmel Line.



The Applicant built a new accessory building on the property without obtaining a building permit. In accordance with Section 11.4.2 of the Zoning By-law, the lot coverage for accessory building and structures cannot exceed the ground floor area of the principal building. The total lot coverage for all accessory buildings on the site exceeds the lot coverage of the existing house on the property. As such, an amendment to the zoning by-law is required to permit the building. As drafted, By-law No. 2024-13 will rezone the subject lands from the Oak Ridges Moraine Countryside (ORMCO) Zone to the Oak Ridges Moraine Countryside Exception Five (ORMCO-5) Zone. In the ORMCO-5 Zone, the maximum lot coverage for accessory buildings and structures will be 9% of the total lot area. By-law No. 2024-13 is limited to permit existing accessory buildings would not support any further expansion. The lot coverage is less than the standard maximum lot coverage for accessory buildings and structures in residential zones lots (10%).

**8.3 Questions/Comments from members of Council**

There were no questions or comments from members of Council.

**8.4 Questions/Comments from members of the public**

There were no questions or comments from members of the public.

**8.5 Consideration of the Report**

R-2024-64

Moved by: Byrne

Seconded by: Nachoff

That Council receive and consider any public comments received on March 4<sup>th</sup> 2024; and

That By-law No. 2024-13 be approved to rezone the subject lands from the Oak Ridge Moraine Countryside (ORMCO) Zone to the Oak Ridges Moraine Countryside Exception Five (ORMCO-5) Zone.

**Carried**

**8.6 Resolution to close the Public Meeting**

R-2024-65

Moved by: Byrne

Seconded by: Edgerton

That the Public Meeting be closed.

**Carried**

**9. Minutes**

**9.1 Minutes of the Regular Meeting held February 20, 2024**

R-2024-66

Moved by: Byrne

Seconded by: Edgerton

That the minutes of the Regular Meeting held February 20, 2024 be approved as presented.

**Carried**

**10. Minutes from Committees and Boards**

**10.1 Committee of Adjustment Meeting Minutes of January 27, 2023 and March 14, 2023**

R-2024-67

Moved by: Huntley

Seconded by: Nachoff

That the Committee of Adjustment Meeting Minutes of January 27, 2023 and March 14, 2023 be received for information.

**Carried**

**10.2 Cavan Monaghan Public Library Board Meeting Minutes of January 16, 2024**

R-2024-68

Moved by: Nachoff

Seconded by: Edgerton

That the minutes of the Cavan Monaghan Public Library Board Meeting Minutes of January 16, 2024 be received for information.

**Carried**

**11. Reports**

**11.1 Report - PEB 2024-9 Building Inspector/By-law Enforcement Officer Appointment By-law**

R-2024-69

Moved by: Huntley

Seconded by: Nachoff

That Council appoint Lauren Hood as a Building Inspector/By-Law Enforcement Officer for the Township of Cavan Monaghan.

**Carried**

**11.2 Report - PEB 2024-12 City of Peterborough - Cross Border Servicing Official Plan Amendment**

R-2024-70

Moved by: Byrne

Seconded by: Nachoff

That Report PEB 2024-12 be received for information; and

That the following comments be forwarded to the City of Peterborough for consideration:



- a. the Township of Cavan Monaghan generally supports the proposed official plan amendment to permit the consideration of cross-border servicing under certain circumstances; and
- b. the Township respectfully requests that the proposed official plan amendment include a requirement for a motion of support from the municipality in which the development opportunity is located prior to the City consideration of service extension beyond the City boundary; and
- c. the Township respectfully requests that the City establish and publish guidelines for the evaluation of “mutually beneficial development opportunities”.

**Carried**

### **11.3 Council/Committee Verbal Reports**

Councillor Byrne spoke to the upcoming Farm Show on Wednesday and Thursday being held in Lindsay and noted it is Maple Syrup Season and there is an event being held on 7A Highway.

Councillor Nachoff spoke to his attendance at the Millbrook Valley Trails Advisory Committee meeting thanking the Committee and Staff and noted they discussed the 2024 Budget, the workplan and projects to be completed on the trails this year and into the future.

R-2024-71

Moved by: Nachoff

Seconded by: Byrne

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

**Carried**

### **12. General Business**

There was no General Business.

### **13. Correspondence for Information**

There was no Correspondence for Information.

### **14. Correspondence for Action**

#### **14.1 Letter for Enbridge: Securing the future of natural gas in Ontario - Mayor Graham**

R-2024-72

Moved by: Huntley

Seconded by: Nachoff

That Council receive the letter from Enbridge regarding securing the future of natural gas in Ontario for information.

**Carried**

**15. By-laws**

**15.1 By-law No. 2024-12 being a by-law to appoint Building Inspector/By-law Enforcement Officers for the Township of Cavan Monaghan**

**15.2 By-law No. 2024-13 Zoning By-law Amendment 1215 Carmel Line**

**15.3 By-law No. 2024-14 being a by-law to execute an agreement between the Peterborough Humane Society and The Township of Cavan Monaghan to set terms for the provision of pound services**

R-2024-73

Moved by: Huntley

Seconded by: Edgerton

That By-law No. 2024-12 being a by-law to appoint Building Inspector/By-law Enforcement Officers for the Township of Cavan Monaghan and By-law No. 2024-13 Zoning By-law Amendment 1215 Carmel Line and By-law No. 2024-14 being a by-law to execute an agreement between the Peterborough Humane Society and The Township of Cavan Monaghan to set terms for the provision of pound services be read a first, second and third time and passed this 4<sup>th</sup> day of March signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**16. Unfinished Business**

There was no Unfinished Business.

**17. Notice of Motion**

There were no Notices of Motion.

**18. Confirming By-law**

**18.1 By-law No. 2024-15 being a by-law to confirm the proceedings of the meeting held March 4, 2024**

R-2024-74

Moved by: Edgerton

Seconded by: Nachoff

That By-law No. 2024-15 being a by-law to confirm the proceedings of the meeting held March 4, 2024 be read a first, second and third time and passed this 4<sup>th</sup> day of March signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**19. Adjournment**

R-2024-75

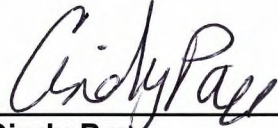
Moved by: Byrne

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

**Carried**



  
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**Matthew Graham**  
**Mayor**

  
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**Cindy Page**  
**Clerk**