



Agenda
The Township of Cavan Monaghan
Municipal Revitalization and Heritage Advisory Committee Meeting

Thursday, March 20, 2025

9:00 a.m.

Council Chambers - Hybrid Room

Members in attendance are asked to please turn off all electronic devices during the Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting. Please be reminded meeting are livestreamed and recorded. Members may be participating remotely.

Pages

1. Call to Order

2. Land Acknowledgement

We respectfully acknowledge that the Township of Cavan Monaghan is located on the Treaty 20 Michi Saagiig territory, in the traditional territory of the Michi Saagiig Anishnaabeg. We offer our gratitude to First Nations for their care for and teachings about these lands. May we honour these teachings.

3. Approval of the Agenda

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Minutes

5.1 Minutes of the meeting held February 20, 2025

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6. Reports

7. General Business

7.1 Work Plan

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8. Adjournment

8.1 Next meeting date is June 19, 2025 at 9:00 a.m.



Minutes
The Township of Cavan Monaghan
Municipal Revitalization and Heritage Advisory Committee Meeting
Thursday, February 20, 2025
9:00 a.m.
Council Chambers – Hybrid Room

Those members in attendance:

Nelson Edgerton	Councillor
Ashley Stewart	Chair
Nancy Davis	
John Collver	
Deborah Luchuk	

Those members absent:

Chanelle Courville

Staff members in attendance:

Mark Froment	Deputy Clerk
Karen Ellis	Director of Planning
Brigid Ayotte	Economic Development and Communications Officer

1. Call to Order

Chair Ashley Stewart called the meeting to order at 9:04 a.m.

2. Land Acknowledgement

Chair Ashley Stewart recited the Land Acknowledgement.

3. Approval of the Agenda

Moved by: Davis

Seconded by: Collver

That the agenda for the Municipal Revitalization and Heritage Advisory Committee be approved as presented.

Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interests noted.

5. Minutes

5.1 Minutes of the meeting held September 12, 2024

5.2 Minutes of the meeting held October 28, 2024

5.3 Minutes of the meeting held December 20, 2024

Moved by: Collver

Seconded by: Davis

That the minutes of the meeting held September 12, 2024, October 28, 2024, and December 20, 2024, be approved as presented.

Carried

6. Report

There were no reports.

7. General Business

7.1 Review of Proposed Draft Heritage By-laws

7.1.1 By-law No. 2025-XX 7 Prince Street

7.1.2 By-law No. 2025-XX 8 Dufferin Street

Moved by: Collver

Seconded by: Davis

That the Municipal Revitalization and Heritage Advisory Committee support the proposed draft Heritage By-laws as presented.

Carried

7.2 Work Plan

Moved by: Davis

Seconded by: Stewart

That the Municipal Revitalization and Heritage Advisory Committee approve the revised Station Park Signage design proposal provided by John Collver as an additional item to the agenda.

Carried

Moved by: Collver

Seconded by: Davis

That the Municipal Revitalization and Heritage Advisory Committee approve the updates to the Work Plan and add one (1) item to the Work Plan being an Update for the Township Wayfinding Signage Policy.

Carried

8. Adjournment

Moved by: Collver

Seconded by: Davis

That the Municipal Revitalization and Heritage Advisory Committee adjourn at 10:00 a.m.

Carried

Ashley Stewart
Chair

Mark Froment
Clerk

**Municipal Revitalization and Heritage Advisory Committee
Work Plan 2025**

Item	Budget	Sub-Committee	Tasks/ Progress	Completion Date
1. Landscaping around the Station Parkette	\$1,000 Landscaping		Landscaping at Station Parkette for the Train Station Signage. To be determined once signage design has been completed.	Pending the completion of the new sign
2. Restoration of Springville and Ebenezer Cemeteries	\$740 Clerk's Budget	Contracted to Campbell Monuments	Annual review to be completed in summer 2025. Volunteers required.	Ongoing
3. Review and update current Heritage By-laws	None	Karen Ellis Brigid Ayotte	Reviews of Heritage By-laws ongoing. The two By-laws reviewed at last meeting had notice sent out. More By-laws under review.	Ongoing
4. Heritage Awards	\$500 Awards	Karen Ellis Brigid Ayotte	2025 – Advertisement will be published in the Millbrook Times to encourage nominations.	Ongoing
5. Train Station Signage	\$7,000 Planning, Building, and ECD Budget	Brigid Ayotte Karen Ellis John Collver	Design option considered by the Committee at the last meeting. Committee to possibly explore acquiring a train/rail switch for sign.	2025 Project Roll-over
6. Existing Mural restoration and maintenance	\$1,500 Contracted Services	Brigid Ayotte	Artist has been contacted to see if maintenance could be conducted in spring.	2025 - Ongoing
7. Deyell, Springville and Ebenezer cemetery signage	\$3,000 Special Equipment/ Materials	Karen Ellis	Create verbiage for signage for the Springville and Ebenezer cemeteries. Draft wording for Springville ready for review. Ebenezer wording to be ready for review in June 2025.	Draft of signage wording ready by summer 2025
8. Cultural Mapping Project	\$29,300 for a Summer Student	John Collver	The Historical Society furnishing a list of high priority culturally significant locations to pull information for them. Hiring process for Heritage Coordinator Summer Student position has begun.	To start in spring 2025
9. Update on Wayfinding Signage Policy	None	Staff	Staff to provide update on status of the policy.	To be provided at March 2025 meeting
10. Springville Church Artefacts	None	Karen Ellis	Committee to discuss plan on how to manage the artefacts removed from the Springville Church.	End of 2025

Springville Cemetery Sign – Proposed Wording

Springville Pioneer Cemetery

The hamlet of Springville was settled in 1818. The Cavan Cemetery, also known as the 10th Line Cemetery and Springville Cemetery, was established by the late 1830s. The first burial record was for Alex Robinson (1839). Folklore indicates that the last known burial at the Cemetery were the remains of an unknown man whose body was found in the woods on the south side of the C.P.R. rail line.

The cemetery is marked in the current landscape by a cairn surrounded by Bell, Lillico, Bothwell/Padan, McIntosh, Laing and Goodfellow grave markers.

The original log and frame church associated with the Cemetery, known as the Springville Presbyterian Church, was built in 1847. A new brick church was built on the North Monaghan side of Highway 7 in 1857-58. The original frame church remained standing on the Cemetery lands until 1903 when the building was closed and eventually abandoned and demolished.