



Agenda
The Township of Cavan Monaghan
Regular Council Meeting

Monday, June 2, 2025

1:00 p.m.

Council Chambers

Members in attendance are asked to please turn off all electronic devices during the Council Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting. A link to the livestreaming is available at www.cavanmonaghan.net. Council 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. Closed Session

6. Minutes

6.1 Minutes of the Regular Meeting held May 20, 2025

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7. Minutes from Committees and Boards

7.1 Cavan Monaghan Public Library Board Meeting Minutes of April 15, 2025

10 - 11

7.2 Millbrook Valley Trails Advisory Committee Meeting Minutes of April 28, 2025

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8. Reports

8.1	Report - PEB 2025-24 Intention to Repeal and Replace sections of Village of Millbrook By-law Number 85-26 Designating Properties under Part IV of the Ontario Heritage Act (KE)	15 - 33
8.2	Report - Park 2025-01 Ice Logo Installation (CA)	34 - 38
8.3	Report - Fire 2025-03 Fire Station Naming Request (BB)	39 - 41
8.4	Report - Fire 2025-04 Fire Department Line of Duty Death Policy (BB)	42 - 44
8.5	Council/Committee Verbal Reports	
9.	General Business	
10.	Correspondence for Information	
11.	Correspondence for Action	
12.	By-laws	
12.1	By-law No. 2025-29 being a by-law to authorize the execution of a Collective Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees and its Local 1306-8 (Parks) Deferred - Collective Agreement not available at time of post	
12.2	By-law No. 2025-30 being a by-law to authorize the execution of a Collective Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees and its Local 1306-2 (Public Works) Deferred - Collective Agreement not available at time of post	
12.3	By-law No. 2025-31 - 7 Prince Street Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 7 Prince Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the Ontario Heritage Act	45 - 48
12.4	By-law No. 2025-32 - 8 Dufferin Street Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 8 Dufferin Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the Ontario Heritage Act	49 - 52

- 13. Unfinished Business
- 14. Notice of Motion
- 15. Confirming By-law
 - 15.1 By-law No. 2025-33 being a by-law to confirm the proceedings of the meeting held June 2, 2025 53 - 53
- 16. Adjournment
- 17. Upcoming Events/Meetings
 - 17.1 Millbrook Downtown BIA Board of Management Meeting Thursday, June 12, 2025 at 9:00 a.m.
 - 17.2 Municipal Revitalization and Heritage Advisory Committee Meeting Thursday, June 19, 2025 at 9:00 a.m.
 - 17.3 Regular Council Meeting Monday, June 23, 2025 at 1:00 p.m.
 - 17.4 Sustainability Advisory Committee Meeting Thursday, June 26, 2025 at 1:00 p.m.
 - 17.5 Cavan Monaghan Derby Saturday, July 26, 2025 4:00 p.m. to 10:00 p.m., 1382 County Road 28, Fraserville
 - 17.6 Regular Council Meeting Monday, August 11, 2025 at 1:00 p.m.

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

**Tuesday, May 20, 2025
12:00 p.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
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Mark Froment	Deputy Clerk
	Wayne Hancock	Director of Public Works
	Matt Wilkinson	Planner
	Karen Ellis	Director of Planning
	Chris Allison	Parks and Facilities Manager
	Kyle Phillips	Manager of Development Services/CBO

1. Call to Order

Mayor Graham called the meeting to order at 12:00 p.m.

2. Land Acknowledgement

Mayor Graham recited the land acknowledgement.

3. Approval of the Agenda

R-2025-147

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-2025-148

Moved by: Huntley

Seconded by: Nachoff

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:

labour relations and employee negotiations.

Carried

5.2 Minutes of the Closed Session held May 5, 2025

5.3 Report - CAO 2025-06 Collective Agreement CUPE 1306-8 (Parks) (YH)

5.4 Report - CAO 2025-07 Collective Agreement CUPE 1306-2 (Public Works) (YH)

Mayor Graham recessed at 12:22 p.m. until 1:01 p.m.

6. Reconvene Open Session 1:00 p.m.

7. Report from Closed Session

R-2025-149

Moved by: Edgerton

Seconded by: Nachoff

That Council endorse the Memorandum of Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees Local 1306-8 (Parks) from April 1, 2025 to March 31, 2028, and

That By-law No. 2025-29 being a by-law to authorize the execution of a Collective Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees and its Local 1306-8 (Parks) be approved at the June 2, 2025 Regular Council meeting; and

That Council endorse the Memorandum of Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees Local 1306-2 (Public Works) from April 1, 2025 to March 31, 2028, and

That By-law No. 2025-30 being a by-law to authorize the execution of a Collective Agreement between the Township of Cavan Monaghan and the Canadian Union of Public Employees and its Local 1306-2 (Public Works) be approved at the June 2, 2025 Regular Council meeting.

Carried

8. Public Meeting

8.1 Resolution to open the Public Meeting

R-2025-150

Moved by: Byrne

Seconded by: Huntley

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

Carried

**8.2 Report - Planning 2025-27 Zoning By-law Amendment (ZBA-03-25)
1253 Tapley Quarter Line**

Matt Wilkinson, Planner spoke to the application received on behalf of David DeVries of 1253 Tapley Quarter Line, from Aditya Srinivas, of Ecovue Consulting to amend the zoning on the subject lands to permit a detached accessory apartment in an existing accessory building. The Application applies to a portion of an existing lot of record located at 1253 Tapley Quarter Line in Part of Lot 7, Concession 7 (Cavan). The subject lands are approximately 2 hectares (5 acres) in size with approximately 69 metres (226 feet) of lot frontage on Tapley Quarter Line. The property is currently developed with a single detached dwelling approximately 337 square metres (3,627 square feet), an existing accessory structure (garage) 91.1 square metres (980 square feet) in size and two storage sheds approximately 20 square metres (200 square feet). The principal dwelling is serviced with a private well and septic system. The Applicant wishes to convert the existing 91.1 square metre (980 square foot) accessory structure (front yard garage) to a detached accessory apartment.

The lands subject to the Application are zoned Rural Residential (RR), Natural Linkage (NL) and Natural Core (NC) as shown on Map D-2 to By-law No. 2018-58, as amended. Although By-law No. 2018-58, as amended, permits accessory apartments located within the main building, the Township By-law does not contemplate accessory apartments within detached accessory buildings. A Zoning By-law Amendment is required to permit a detached accessory apartment. The purpose and effect of the Zoning By-law Amendment is to rezone a portion of the property from the Rural Residential (RR) Zone to the Rural Residential Exception Twenty Nine (RR-29) Zone. The RR-29 Zone will permit an accessory apartment in the existing accessory building. The By-law will also establish the minimum front yard and southern side yard setbacks to recognize the existing location of the accessory structure.

8.3 Questions/Comments from members of Council

There were questions/comments from members of Council.

8.4 Questions/Comments from members of the public

Aditya Srinivas, Ecovue Consulting agent for the applicant noted they agreed with the content in the Planner's report.

8.5 Consideration of the Report

R-2025-151

Moved by: Huntley

Seconded by: Byrne

That Council receive and consider all comments related to Zoning By-law Amendment Application ZBA-03-25; and

That By-law No. 2025-27 be approved to rezone a portion of the subject lands from the Rural Residential (RR) Zone to the Rural Residential Exception Twenty-Nine (RR-29) Zone.

Carried

8.6 Resolution to close the Public Meeting

R-2025-152

Moved by: Nachoff

Seconded by: Byrne

That the Public Meeting be closed.

Carried

9. Minutes

9.1 Minutes of the Regular Meeting held May 5, 2025

R-2025-153

Moved by: Byrne

Seconded by: Huntley

That the minutes of the Regular Council Meeting held May 5, 2025 be approved as presented.

Carried

10. Reports

10.1 Report - Planning 2025-22 ICIP Grant - Old Millbrook School (OMS) Rehabilitation Project

R-2025-154

Moved by: Edgerton

Seconded by: Nachoff

That Council accepts the recommendation of the Municipal Revitalization and Heritage Advisory Committee (MRHAC); and

That Council authorizes the proposed rehabilitation projects for the Old Millbrook School (OMS) in accordance with the direction of the MRHAC and the approved budget of \$511,750.00.

Carried

10.2 Report - CAO Report and Capital Status

R-2025-155

Moved by: Byrne

Seconded by: Nachoff
That Council direct staff to add to the CAO Report and Capital Status to investigate utilizing parking at 3 and 5 Center Street and report back.

Carried

R-2025-156

Moved by: Huntley

Seconded by: Edgerton

That Council receive CAO Report and Capital Status for Information.

Carried

10.3 Council/Committee Verbal Reports

Mayor Graham noted the Library has been working on projects identified in their Strategic Plan and thanked Brigid and Staff for the successful Resilient Retailer Session that was held at the CMCC last week with approximately 35 attendees.

R-2025-157

Moved by: Byrne

Seconded by: Nachoff

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

Carried

11. General Business

There was no General Business.

12. Correspondence for Information

There was no Correspondence for Information.

13. Correspondence for Action

13.1 2025 AMO Conference Delegation Request Form

R-2025-158

Moved by: Nachoff

Seconded by: Huntley

That Council receive the 2025 AMO Conference Delegation Request Form for information.

Carried

14. By-laws

14.1 By-law No. 2025-27 Zoning By-law Amendment ZBA-03-25, 1253 Tapley Quarter Line

R-2025-159

Moved by: Byrne

Seconded by: Nachoff

That By-law No. 2025-27 being a zoning by-law amendment for 1253

Tapley Quarter Line ZBA-03-25 be read a first, second and third time and passed this 20th day of May signed by the Mayor and Clerk and the Corporate Seal attached.

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. 2025-28 being a by-law to confirm the proceedings of the meeting held May 20, 2025

R-2025-160

Moved by: Huntley

Seconded by: Edgerton

That By-law No. 2025-28 being a by-law to confirm the proceedings of the meeting held May 20, 2025 be read a first, second and third time and passed this 20th day of May signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

18. Adjournment

R-2025-161

Moved by: Nachoff

Seconded by: Huntley

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn at 1:24 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk

CAVAN MONAGHAN PUBLIC LIBRARY BOARD

Date: April 15th, 2025

Place: Millbrook Branch @ 7:05pm (meeting may be recorded)

Mission Statement: Empowering residents to read, learn and connect through quality resources, safe and welcoming spaces, innovative programs, and creative services.

Vision: Enriching the lives of residents through books and beyond.

PRESENT:	Karen Graham	
	Matthew Graham	Council Representative
	Earl McLeod	Chair
	Tony Parks	
	Monica Schjott	
	Rob Swaffield	
	Karla Buckborough	CEO/Librarian
	Erin Stewart	Branch Librarian/Secretary

REGRETS: Chandra Tremblay, Denise Williams

1. Earl called the meeting to order at 7:01pm.
2. Earl read the Land Acknowledgement.
3. Disclosure of pecuniary interest and the general nature thereof - none
4. Agenda
Motion: 15/25 Moved by: Tony
Approve agenda as amended. Move item 12a. Fundraising Proposal to item 6a.
Carried.
5. Minutes
Motion: 16/25 Moved by: Karen
Approve minutes of the Library Board meeting March 18, 2025.
Carried.
6. Business Arising/Old Business
 - a. Fundraising Proposal
Dustin Weihs, owner of In-Style Weddings & Events, presented a proposal for a fundraiser for the library.
Motion: 17/25 Moved by: Karen
Board members thanked Dustin Weihs for his presentation and received his proposal for information.
Carried.

After lengthy discussion the Board chose not to move forward with fundraising proposal at this time, Karla to email Dustin in this regard.

7. Library Activity Highlights and Statistics
 - a. Library Activity Highlights
We welcomed back local author Ron Gosbee to our March Book Club, which featured his book – *No Escape: Witness to a Canadian Genocide*. As a follow-up to Heritage Night held at the Millbrook Legion – Robert Winslow and George Sheppard were at the Millbrook Branch on Wednesday, March 26 to continue the conversation. Both branches were without power for several days after the ice storm. Millbrook Branch re-opened on Thursday, April 3rd and Bruce Johnston Branch re-opened on Saturday, April 5th.

b. 2025 Statistics

Motion: 18/25

Moved by: Karen

Receive Library Activity Highlights and 2025 Statistics.
Carried.

8. 2025 Library Project Status Report

a. Program evaluation

Dell computers have been delayed. Karla presented the Board with a work in progress document that would be useful in determining how we analyze our programming; as well as a sample program evaluation for two programs at the library – Movies and Adult Storytime.

9. Marketing Committee

a. Nothing to report.

10. Human Resources

a. Nothing to report.

11. Finance - Motion to receive

a. Budget to Actual January-March 31, 2025 - run on April 9th

i. Operating, Capital, Grants reports from Quickbooks Online

ii. Notes/IT update/Donation Reserves

Motion: 19/25

Moved by: Monica

Receive the Financial Reports as presented.

Carried.

12. Correspondence for action/information

a. Moved to agenda item 6a.

13. Take-aways for Council

a. Purchase of projector

b. Fundraising opportunities

c. Partnerships – EarlyON

d. Public access computers arriving soon

14. Next meeting: May 20th @ 7pm at the **Bruce Johnston Branch**, unless otherwise called by the Chair

15. Adjournment – Monica adjourned at 8:35pm.

Signature: _____
Chair

Date: _____

Signature: _____
Secretary

Date: _____

Minutes
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee
Monday, April 28, 2025
4:00 p.m.
Council Chambers – Hybrid Room

Those members in attendance:

Robert Jackson	Chair
Maureen McDonald	Vice Chair
John Fallis	
Kirk Hillsley	
Saskia Mattern	
Gary Wall	
David D'Agostino	
Lance Nachoff	Councillor
Meredith Carter	ORCA

Those members absent:

Griffen Brown

Staff members in attendance:

Mark Froment	Deputy Clerk
Chris Allison	Parks and Facilities Manager

1. Call to Order

Vice Chair Maureen McDonald called the meeting to order at 4:07 p.m.

Chair Robert Jackson joined the meeting at 4:08 p.m.

2. Land Acknowledgement

Vice Chair Maureen McDonald recited the land acknowledgement.

3. Approval of the Agenda

Moved by: Fallis

Seconded by: McDonald

That the agenda for the Millbrook Valley Trails Advisory Committee 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

There was no Closed Session.

6. Minutes

6.1 Minutes of the meeting held March 24, 2025

Moved by: Mattern

Seconded by: Nachoff

That the minutes for the Millbrook Valley Trails Advisory Committee meeting held March 24, 2025, be approved as presented.

Carried

7. Reports

7.1 Financial Report – Chris Allison

Chris Allison provided the Financial Report update.

Moved by: Fallis

Seconded by: Wall

That the Millbrook Valley Trails Advisory Committee receive the Financial Report for information.

Carried

7.2 ORCA Update – Meredith Carter

Meredith Carter provided an update from ORCA.

Moved by: Fallis

Seconded by: Mattern

That the Millbrook Valley Trails Advisory Committee receive the ORCA Update for information.

Carried

7.3 Trail Report – Mattern/Brown

The trails were impacted by the storm, but the clean-up has made good progress with only small debris from trees remaining on some parts of the trails. A few large items of garbage were spotted on part of the trail.

Moved by: Nachoff

Seconded by: Fallis

That the Millbrook Valley Trails Advisory Committee receive the Trail Report for information.

Carried

8. General Business

8.1 Work Day Planning

The Committee discussed plans for the upcoming Work Day.

Moved by: Hillsley
Seconded by: Fallis
That the Millbrook Valley Trails Advisory Committee approve an upset limit of \$400 for food for the Work Day.

Carried

8.2 Work Plan

Moved by: Fallis
Seconded by: D'Agostino
That the Millbrook Valley Trails Advisory Committee approve the updates to the Work Plan.

Carried

8.3 Items for next meeting

- Work Day Recap
- Commemoration of Committee Members
- Weed Control

Moved by: Fallis
Seconded by: Nachoff
That the Millbrook Valley Trails Advisory Committee add three (3) items to the agenda for the May 26, 2025 Millbrook Valley Trails Advisory Committee meeting.

Carried

9. Adjournment

Moved by: Fallis
Seconded by: D'Agostino
That the Millbrook Valley Trails Advisory Committee adjourn at 5:16 p.m.

Carried

9.1 Next meeting date is May 26, 2025 at 4:00 p.m. Trail Report by Fallis/McDonald.



Robert Jackson
Chair



Mark Froment
Deputy Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	June 2, 2025
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2025-24
Subject:	Intention to Repeal and Replace sections of Village of Millbrook By-law Number 85-26 Designating Properties under Part IV of the Ontario Heritage Act

Recommendation:

That Council approve By-law Nos. 2025-31 and By-law No. 2025-32 being By-laws to Repeal and Replace sections of Village of Millbrook By-law Number 85-26, Designating 7 Prince Street and 8 Dufferin Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the *Ontario Heritage Act*.

Overview:

The repeal and replacement of sections of Village of Millbrook By-law Number 85-26 is needed to:

- provide more information on the cultural heritage value or significance of the one of the properties covered by the By-law;
- provide each individual property with its own designating By-law; and
- bring the designations into compliance with current legislative requirements.

The repeal and replacement of sections of Village of Millbrook By-law Number 85-26 represents another step in the initiative led by Township Staff to update the Township's heritage designation By-laws.

The new By-laws generated through this initiative provide property owners, Municipal Revitalization and Heritage Advisory Committee (MRHAC) members and Council with more clarity and information regarding heritage matters in hopes of providing better protection of the Township's heritage assets.

Discussion:

Under the Ontario Heritage Act, Ontario Regulation 385/21, a municipal heritage designation by-law must include certain information. While Village of Millbrook By-law Number 85-26 complied with legislative requirements at the time of its enactment, the By-law now lacks the required information. The By-law is provided as Attachment No. 1 to this Report.

Please note that By-law Number 85-26 deals with three (3) properties. This Report deals with the repeal and replacement of the sections of the By-law pertaining to 7 Prince Street and 8 Dufferin Street only. The remaining property will be addressed at a later date because of the complexity of the property.

By-law No. 2025-31 and By-law No. 2025-32, provided as Attachment Nos. 2 and 3 to this Report, include the reasons for designation, the statements of cultural heritage value or interest and list the specific heritage attributes to be protected. Attachment No. 4 is a key map showing the location of the subject properties.

Communications:

The Township of Cavan Monaghan Municipal Revitalization and Heritage Advisory Committee (MRHAC) was consulted on February 20, 2025. Members of the Committee support the proposed repeal and replacement of the sections of Village of Millbrook By-law Number 85-26 pertaining to 7 Prince Street and 8 Dufferin Street.

In accordance with Sections 29 and 31 of Part IV of the Ontario Heritage Act, the property owners and the Ontario Heritage Trust were provided with a Notice of Intention to Repeal and Replace sections of the Heritage Designation By-law for 7 Prince Street and 8 Dufferin Street on March 3, 2025. Notice of Intention to Repeal and Replace Sections of By-law Number 85-26 was published in the May 2025 edition of the Millbrook Times. The information was also posted on the Township website.

From the circulation of the Notice, Township Staff received comments from the property owners, via email, about the information in the By-laws. Both property owners requested minor revisions to the By-laws. The comments were reviewed by the Chair of the MRHAC and Township Staff. Minor changes to the draft By-laws were completed to address property owners' comments. The revised By-laws were circulated to the property owners for review. Township Staff received email confirmation that the revised By-laws are satisfactory. No other public comments were received.

The Clerk received no objections within 30 days of providing the written Notices of Intention to the owners of the properties outlined in this Report.

Financial Impact:

There are no financial implications resulting from the adoption of this Report.

Linkage to the Strategic Plan:

The renewal of heritage by-laws aligns with Strategic Priority #3 Environmental Sustainability, Objective 1 to promote the preservation and conservation of heritage buildings.

Attachments:

Attachment No. 1: Millbrook By-law 85-26
Attachment No. 2: By-law No. 2025-31
Attachment No. 3: By-law No. 2025-32
Attachment No. 4 Key Map for Designated Properties

Respectfully Submitted by,

Reviewed by,

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

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Village of Millbrook By-law Number 85-26

VILLAGE OF MILLBROOK

BY-LAW NUMBER 85- 26

A BY-LAW TO DESIGNATE CERTAIN PROPERTIES IN THE VILLAGE OF MILLBROOK AS BEING OF HISTORIC VALUE OR INTEREST.

WHEREAS Section 29 of The Ontario Heritage Act, 1980 authorizes the Council of the Municipality to enact by-laws to designate real property including all of the buildings and structures thereon, to be of historic or architectural value or interest;

AND WHEREAS the Council of the Corporation of the Village of Millbrook deems it desirable to designate the following properties:

1. 8 Dufferin Street
2. 7 Prince Street
3. 16 Centre Street

and has caused to be served on the owners of the respective lands and premises, and upon The Ontario Heritage Foundation, Notices of Intention to designate the aforesaid real properties and has caused such Notice of Intention to be published in newspapers having a general circulation in the municipality once a week for each of three consecutive weeks, namely in the Peterborough Examiner.

AND WHEREAS the lands of the subject properties are more particularly described in Schedule "A-1" to "A-3" attached hereto and the reasons for designating the respective properties are set out in "B-1" to "B-3" attached hereto;

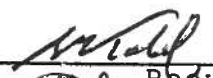
AND WHEREAS no notification of objections to any of the proposed designations has been served on the Clerk of the Municipality;

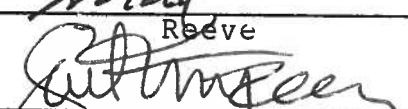
NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MILLBROOK ENACTS AS FOLLOWS:

1. There is designated as being of historic and/or architectural value or interest the following real properties as important components of the Village of Millbrook.
 - (1) "8 Dufferin St." being more particularly described in Schedule "A-1" attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule "B-1" attached hereto and forming part of this By-law.
 - (2) "7 Prince Street" being more particularly described in Schedule "A-2" attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule "B-2" attached hereto and forming part of this By-Law.
 - (3) "16 Centre Street" being more particularly described in Schedule "A-3" attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule "B-3" attached hereto and forming part of this By-Law.

The Clerk of the Village of Millbrook is hereby authorized to serve, publish and register copies of the By-Law in accordance with the Ontario Heritage Act, 1980.

Read a first, second and third time in Open Council this
12th day of August 1985. Passed, signed and
sealed.



Reeve


Clerk

" SCHEDULE A-1 "

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Village of Millbrook, in the County of Peterborough (formerly the County of Durham) in the Province of Ontario and being composed of:

FIRSTLY: Of part of Township Lot 13 in Concession Four (4) of the said Village of Millbrook being all of Lot Number 2, north of Dufferin Street, east of Brock Street and west of Gravel Road.

SECONDLY: Of part of Township Lot 13 in Concession Four (4) in the Village of Millbrook being part of Village Lot Number 3 north of Dufferin Street, east of Brock Street and west of Gravel Road, more particularly described as follows:-

COMMENCING at the south west angle of the said Lot Number 3.

THENCE easterly in and along the south limit of the said Lot Number 3, 38.50 feet;

THENCE northerly at right angles to the said south limit of Lot Number 3, 151.80 feet;

THENCE westerly and parallel with the south limit of the said Lot Number 3, 38.50 feet to a point in the west limit of the said Lot Number 3;

THENCE southerly in and along the west limit of the said Lot Number 3, 151.80 feet more or less to the place of beginning.

"Schedule B-1"

Reasons for the designation of 8 Dufferin Street, Millbrook.

SIGNIFICANCE

The presence of Italianate Style Townhouses in the community is rare. This building is an ideal and well preserved example of this style. The front veranda that extends around the side and back of the house and the well preserved French Regency windows add to the beauty and uniqueness of this house.

The house historically has been owned by predominantly one family and thus holds an historically significant position in the community.

" SCHEDULE A-2 "

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Village of Millbrook in the County of Peterborough (formerly in the County of Durham) and Province of Ontario and being composed of part of Lot 16, East of Princess Street and West of Prince Street (formerly part of Lot 12, Concession 4 Township of Cavan) designated as Part 1, according to reference Plan deposited in the Registry Office for the Registry Division of Port Hope (No. 9) as Number 9R-1178.

"SCHEDULE B-2"

Reasons for the designation of 7 Prince Street, Millbrook.

SIGNIFICANCE

This house is the only Homestead Style house in the area. The style of the house makes it architecturally significant. The carving in the one window - "Clarence Wilgar"- and the initials "WW" and date 1886 carved in the brick under said window make the house historically significant.

The tree in front of the house is one of the original trees on the block.

" SCHEDULE A-3"

ALL AND SINGULAR that certain parcel or tract of land and premises situate and being in the Village of Millbrook in the Township of Cavan in the County of Durham and Province of Ontario containing by admeasurement a fraction of an acre being composed of the West part of Village Lot Number 20 on the north side of Centre Street as laid down over duly Registered Map on Plan of a part of the East Half of Lot Number Twelve in the Fifth Concession of the said Township of Cavan made by William Murdoch Esquire P.L.S., for the said party hereto of the First part - the said parcel or tract of land hereby conveyed lying East of and adjoining the present site of "St. Thomas Church" in the said Village of Millbrook and is further described as follows, That is to say: Commencing at the South West corner of said Village Lot Number Twenty thence north seventy four degrees East Ten Feet thence North Sixteen degrees west three chains and fifty links to Ann Street as laid down on said map or plan, thence south seventy four degrees West ten feet more or less to the North West corner of said Lot Number Twenty, thence southerly along the Western boundary of the said Lot number Twenty - Three chains and fifty links more or less to the place of beginning.

"SCHEDULE B-3"

Reasons for the designation of 16 Centre Street, Millbrook.

Significance

The architecture of this church is very significant. The tower buttresses and windows all demonstrate the beauty of this Gothic Revival building.

As a church, this building has always held a prominent position in the community since the date it was built.

The Township of Cavan Monaghan

By-law No. 2025-31

Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 7 Prince Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the *Ontario Heritage Act*

Whereas Section 31 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may repeal a by-law passed under Section 29 of the Act designating a property within the boundaries of the municipality at Council's initiative;

And Whereas a Notice of Intention to Repeal sections of Village of Millbrook By-Law Number 85-26 designating 7 Prince Street, Township of Cavan Monaghan (formerly Village of Millbrook), described further in Schedule A, has been given in accordance with Section 31 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed repeal of sections of the designating by-law has been served on the Clerk of the municipality within the prescribed time under the *Ontario Heritage Act*;

And Whereas Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may pass a by-law to designate a property within the boundaries of the municipality as being of cultural heritage value or interest;

And Whereas a Notice of Intention to Designate 7 Prince Street, Township of Cavan Monaghan has been given in accordance with Section 29 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed designation has been served on the Clerk of the municipality;

And Whereas Council has consulted with its Municipal Revitalization and Heritage Advisory Committee;

And Whereas the reasons for designation are set out in Schedule A;

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

1. The property located at 7 Prince Street is designated as being of cultural heritage value or interest, as described further in Schedule A. This designation shall not preclude alterations to the property but that any and all alterations shall be in keeping with the original and present character of the property and that no alterations to the property

affecting its heritage attributes as outlined in Schedule A shall be made without written consent from the Township.

2. The Township is hereby authorized to have a copy of this by-law registered against the property described above in the Land Registry Office.
3. The Clerk is hereby authorized to serve a copy of this By-law to the owner of the property and to the Ontario Heritage Trust and to provide notice of the passing of this by-law in a newspaper having general circulation in the municipality.
4. The following excerpts from By-Law Number 85-26 are hereby repealed:
 - 1) "2. 7 Prince Street"
 - 2) "(2) '7 Prince Street' being more particularly described in Schedule 'A-2' attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule 'B-2' attached hereto and forming part of this By-Law."
 - 3) Schedule A-2
 - 4) Schedule B-2
5. All other relevant provision of By-Law Number 85-26, as amended, shall apply unless previously amended.

Read a first, second, and third time and passed this 2nd day of June, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

Schedule A to By-law No. 2025-31

Section 1: Description of Property

7 Prince Street, Township of Cavan Monaghan

Section 2: Location of Property

Located on the West side of Prince Street, South of Anne Street.

Section 3: Legal Description

Part of Park Lot 16, Concession 4, East of Princess Street, Part 1 on Reference Plan 9P1178, Formerly in the Village of Millbrook, Now Township of Cavan Monaghan, Geographic Village of Millbrook, County of Peterborough.

Section 4: Reasons for Designation

The property at 7 Prince Street is worthy of designation under Part IV, Section 29 of the *Ontario Heritage Act* for its cultural heritage value, and meets Ontario Regulation 9/06, the provincial criteria prescribed for municipal designation under the categories of design/physical value as well as contextual value within the Township of Cavan Monaghan. The property is a representative example of a 19th century architectural style, and is important in supporting the character of the surrounding area.

Section 5: Statement of Cultural Heritage Value or Interest

The house located at 7 Prince Street in Millbrook, also known as the Wilgar House, stands as an example of a Homestead Style house in the Millbrook area. The original house is large and rectangular in shape, with a medium pitch gable roof. The front façade features a large bay with three narrow 1-over-1 window panes, a verandah with decorative wood brackets and inverse clover detailing, as well as plain bargeboard and corner boards. There are buff brick lintels above the windows and doorways, contrasting the red brick construction of the rest of the house. Generally, the brick and wood features are in good condition and have been well maintained.

The house occupies land sold to Margaret Wilgar in 1877 and was built in 1878. There is a large tree in front yard which is one of a handful of historic trees along Prince Street.

The Wilgar House is a unique red and buff brick late 19th century home in excellent condition. It merits designation for its connection to Clarence and Margaret Wilgar as well as its contribution to the historic streetscape along Prince Street and throughout the Millbrook area.

Section 6: Heritage Attributes

- Placement and orientation of the building on west side of Prince Street
- Scale, form, massing, of the building with a rectangular plan
- Red brick construction with contrasting buff brick lintels
- Fenestration pattern and style including hung style windows
- Prince Street facing brick bay with 3 slender masonry openings
- Masonry openings for front door and transom window above
- Wood verandah with railing and decorative detailing with inverse clover pattern in the brackets
- Brick chimney

The Township of Cavan Monaghan

By-law No. 2025-32

Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 8 Dufferin Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the *Ontario Heritage Act*

Whereas Section 31 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may repeal a by-law passed under Section 29 of the Act designating a property within the boundaries of the municipality at Council's initiative;

And Whereas a Notice of Intention to Repeal sections of Village of Millbrook By-Law Number 85-26 designating 8 Dufferin Street, Township of Cavan Monaghan (formerly Village of Millbrook), described further in Schedule A, has been given in accordance with Section 31 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed repeal of sections of the designating by-law has been served on the Clerk of the municipality within the prescribed time under the *Ontario Heritage Act*;

And Whereas Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may pass a by-law to designate a property within the boundaries of the municipality as being of cultural heritage value or interest;

And Whereas a Notice of Intention to Designate 8 Dufferin Street, Township of Cavan Monaghan has been given in accordance with Section 29 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed designation has been served on the Clerk of the municipality;

And Whereas Council has consulted with its Municipal Revitalization and Heritage Advisory Committee;

And Whereas the reasons for designation are set out in Schedule A;

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

1. The property located at 8 Dufferin Street is designated as being of cultural heritage value or interest, as described further in Schedule A. This designation shall not preclude alterations to the property but that any and all alterations shall be in keeping with the original and present character of the property and that no alterations to the property

affecting its heritage attributes as outlined in Schedule A shall be made without written consent from the Township.

2. The Township is hereby authorized to have a copy of this by-law registered against the property described above in the Land Registry Office.
3. The Clerk is hereby authorized to serve a copy of this By-law to the owner of the property and to the Ontario Heritage Trust and to provide notice of the passing of this by-law in a newspaper having general circulation in the municipality.
4. The following excerpts from By-Law Number 85-26 are hereby repealed:
 - 1) "1. 8 Dufferin Street"
 - 2) "(1) '8 Dufferin Street' being more particularly described in Schedule 'A-1' attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule 'B-1' attached hereto and forming part of this By-Law."
 - 3) Schedule A-1
 - 4) Schedule B-1
5. All other relevant provision of By-Law Number 85-26, as amended, shall apply unless previously amended.

Read a first, second, and third time and passed this 2nd day of June, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

Schedule A to By-law No. 2025-32

Section 1: Description of Property

8 Dufferin Street, Township of Cavan Monaghan

Section 2: Location of Property

Located on the North side of Dufferin Street, West of Gravel Road.

Section 3: Legal Description

Lot 2 and Part of Lot 3, North side of Dufferin Street, West of Gravel Road, being Part of Lot 13, Concession 4, Formerly in the Village of Millbrook, Now Township of Cavan Monaghan, Geographic Village of Millbrook, County of Peterborough.

Section 4: Reasons for Designation

The property at 8 Dufferin Street is worthy of designation under Part IV, Section 29 of the *Ontario Heritage Act* for its cultural heritage value, and meets Ontario Regulation 9/06, the provincial criteria prescribed for municipal designation under the categories of design/physical value, historical/associative value, as well as contextual value within the Township of Cavan Monaghan. The property is a representative example of a 19th century architectural style, has direct association with a notable person who is significant to the community, and is important in supporting the character of the surrounding area.

Section 5: Statement of Cultural Heritage Value or Interest

The house located at 8 Dufferin Street in Millbrook, Ontario, known locally as the Alexander Armstrong House, holds historic significance in the community, being one of very few Italianate Style Townhouses in the area. The two-storey red brick house features ornate brackets under the eaves, contrasting buff brick quoins, a wraparound verandah, and arched French windows on the ground level. These features are well-preserved examples of the Italianate Style design popular throughout the mid to late nineteenth century.

The house was built in 1880 by horticulturist and implement merchant, Alexander Thomas Armstrong, who married to Rebecca O'Brian. The house remained in the Armstrong family for over 100 years until 1986.

The Alexander Armstrong House is historically significant for its longstanding connection to Millbrook's early families. The house is also of great architectural significance as it is a unique and well-preserved example of fine 19th-Century Italianate residential architecture.

Section 6: Heritage Attributes

Exterior:

- Placement and orientation of the building on north side of Dufferin Street
- Scale, form, massing, of the 2 storey red and contrasting buff brick building with a rectangular plan
- Contrasting buff brick quoining
- Decorative corbels under second storey eaves
- Wood frieze boards, soffits and integrated venting, associated wood detailing and trim
- Arched and slender masonry openings including buff brick arches and wood sills
- Fenestration pattern and style including slender arched upper window panes (first and second storey) and arched transoms (first storey) and hung style windows
- Large ground floor wood doors with wood storm windows with wood transoms and storm transom above
- Arched shutters
- Wood front door, sidelites, and arched transom including decorative moulding and brackets
- Wraparound verandah with intricate wood detailing and decorative brackets

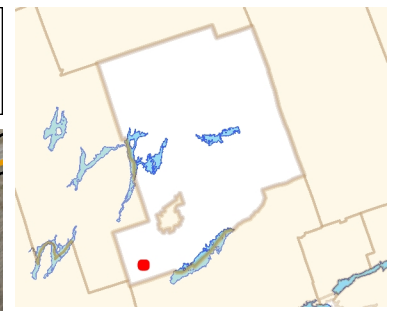
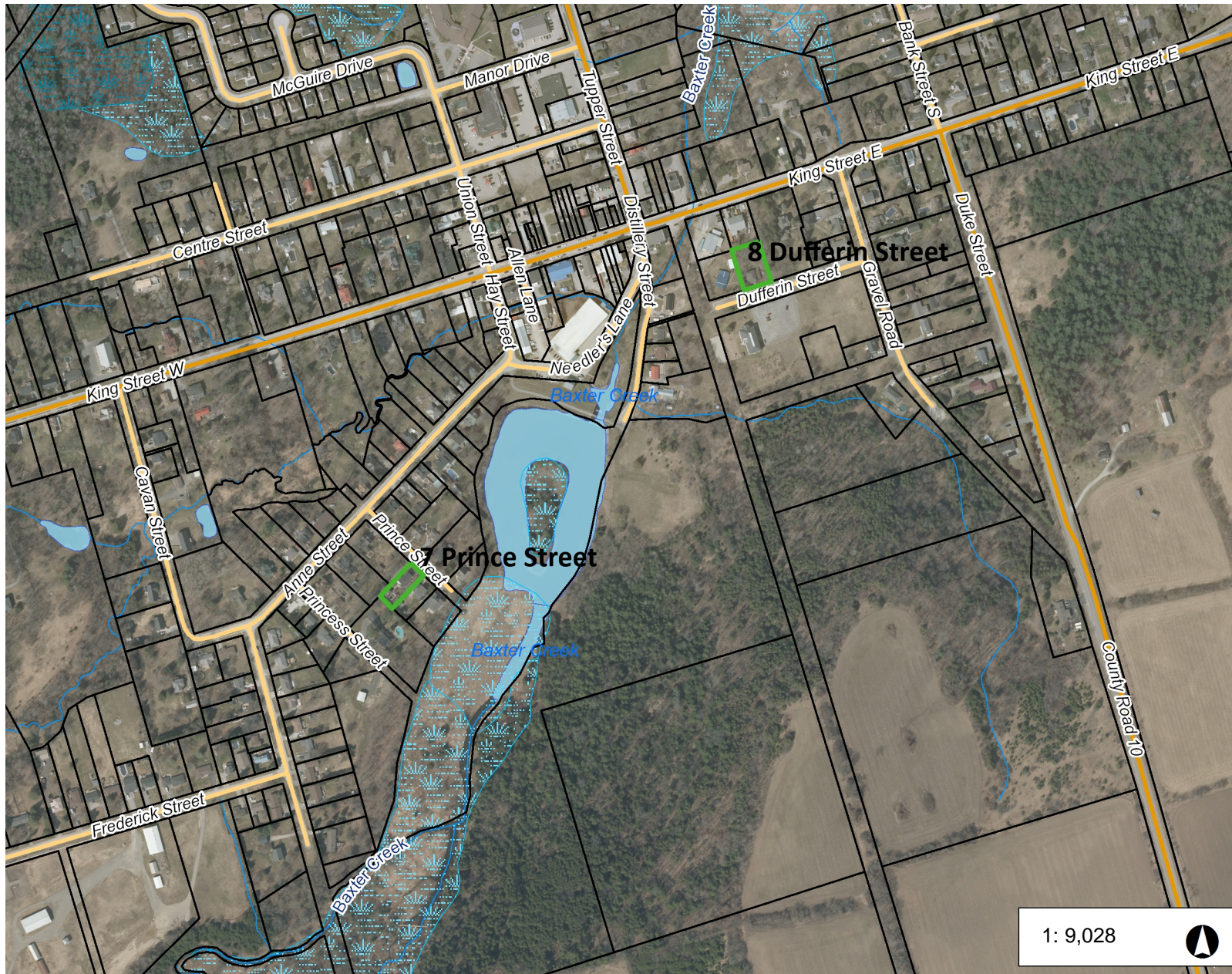
Interior:

- Wood doors and associated door hardware
- Door surrounds and trim
- Wood window surrounds, trim and sills



County of
Peterborough

Location Map - 7 Prince Street and 8 Dufferin Street



Legend

Roads < 50,000

- PRIV ; Private; PRIV
- City Arterial
- City Collector and Local
- City Owned Unclassified
- Provincial
- County
- Township
- Water Access Only

Outside Roads < 50,000

- Major Roads
- Local Roads

■ Peterborough Proposed Bypass

■ First Nations

□ Parcel Fabric

□ Parcel First Nations - Canada I

Rivers

- Intermittent
- Permanent

■ Clean Water Act Policies Apply

■ Provincially Significant Wetland

■ Locally Significant Wetlands

■ Non-evaluated Wetlands

■ Lakes - Local Scale

■ Municipal Boundary - Upper Ti

■ <all other values>

■ COUNTY OF PETERBOROUGH

1: 9,028



458.6 0 229.31 458.6 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes



Regular Council Meeting

To:	Mayor and Council
Date:	June 2, 2025
From:	Chris Allison, Parks and Facilities Manager
Report Number:	Parks and Facilities 2025-01
Subject:	Ice Logo Installation

Recommendation:

That Council approves an amendment to the User Fees and Charges By-law No. 2024-68 Recreational Services Advertising, to include Ice Surface Logo Installation, \$600 per ice season plus production costs.

Overview:

On April 25th, 2025, the President of the Millbrook District Minor Hockey Association (MDMHA) communicated via email, seeking approval to have a MDMHA textile logo installed in the ice surface at the Cavan Monaghan Community Centre. The minor sports association would like to have the textile logo installed for the upcoming ice season, which would commence as of July 14th, 2025. They believe having their logo on display in the ice surface would help create team pride for the players and community spirit for spectators. Currently, the Township of Cavan Monaghan holds the only textile ice logo installed, which is located at center ice.

To proceed with this request and provide other minor sport affiliates and community businesses with the same opportunity, the Parks and Facilities department would need to amend and add a new user fee section into the User Fees and Charges By-law No. 2024-68.

Staff investigated and completed benchmarking with other local townships and municipalities who provide the same service to cover the costs of the installation of the textile logo into their arena ice surfaces. (Attachment #1) Benchmarking of Installation Fees for Textile Ice Logos outlines the findings.

Staff findings determined that there is no consistent installation fee, as the cost of installation ranges from \$0 to \$700 plus production costs. The Parks and Facilities Department is proposing one fee associated with industry standards on ice surface locations for textile logos to be installed. (Attachment #2) Proposed User Fees and Charges for Ice Logo Locations, outlines proposed installation locations.

Financial Impact:

The Township of Cavan Monaghan's Parks and Facilities department would receive additional advertising revenue with the installation of Millbrook District Minor Hockey Association's logo, as well as the potential for other affiliates and businesses who may be interested in having their logo installed. This would be a reoccurring revenue generated for the Parks and Facilities department each year.

Linkage to the Strategic Plan:

This report aligns with **Strategic Priority #2** Community Vitality, **Objective 3:** Establish key annual events, **Action 2:** Increase community engagement and participation in community events.

Attachments:

1. Benchmarking of Installation Fees for Textile Ice Logos
2. Proposed User Fees and Charges for Ice Logo Locations

Respectfully Submitted by,

Chris Allison
Parks and Facilities Manager

Reviewed by,

Yvette Hurley
Chief Administrative Officer

Benchmarking of Installation Fees for Textile Ice Logos

Municipality / Township	Minor Sport Affiliate User Group Fee	Community Group / Business Fee	General Fee Per Logo (affiliation does not matter)
Asphodel Norwood (Peterborough County)	N/A	N/A	\$513.00 + HST \$350.00 + HST (below goal line)
Township of Selwyn (Peterborough County)	N/A	N/A	\$555.00 + HST (6 spots available)
Otonabee South Monaghan Township (Peterborough County)	N/A	N/A	Township contracts out the work to Eastern Rink Services and the Minor sport teams pay them directly with no profit to Township. Fees associated for a logo 144" X 91" are estimated at \$800.00 plus installation and H.S.T.
Havelock Belmont Methuen (Peterborough County)	\$250 (centre ice)	N/A	N/A
Kawartha Lakes	\$300.00 + HST (centre ice) \$150.00 + HST (not at centre ice)	\$450 - \$700 (facility/ice pad dependant)	N/A
Port Hope	\$0.00 - Minor Sports do not pay for installation	N/A – no outside groups advertise / have asked to advertise	N/A

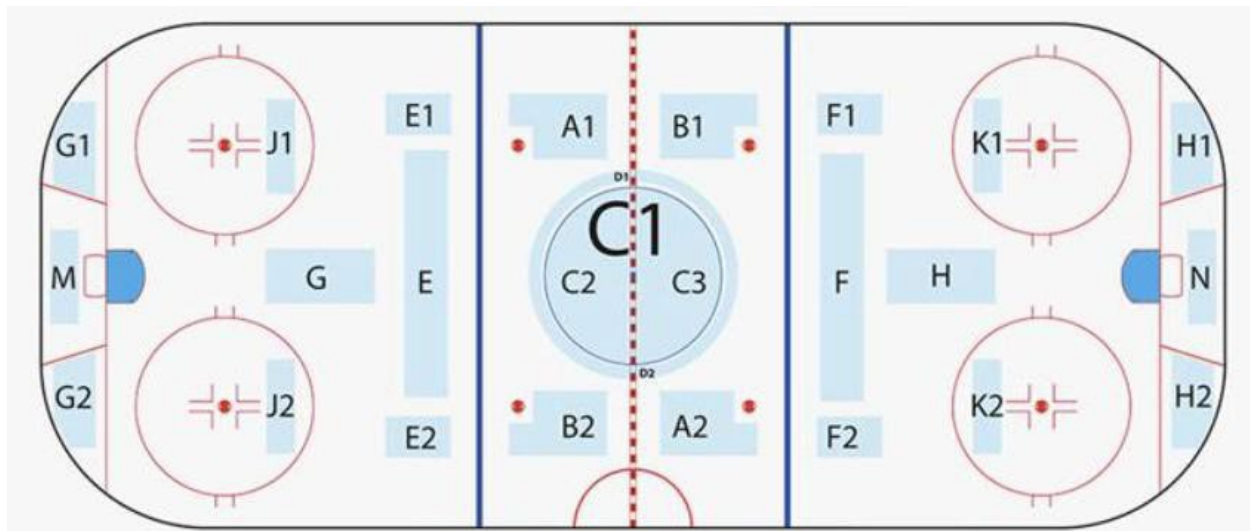
Benchmarking of Installation Fees for Textile Ice Logos

Peterborough	N/A	N/A	Ice Logos are included in larger sponsorship packages, facility or ice pad naming rights. No single ice logo opportunities
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Production Costs are the responsibility of the user group/customer

Proposed User Fees and Charges for Ice Locations

Ice Location	Single Logo Fee	User Group Reserved/Offered To
A1, A2, B1, B2	\$600 each	Minor Sport Affiliates
E, E1, E2, F, F1 F2, G1, G2, H1, H2	\$600 each	External User Groups/Businesses
C1, C2, C3, G, H, J1, J2, K1, K2, M, N	Not offered	Not offered



Not all locations referenced on the ice diagram will be offered

Refer to chart for locations being offered

Regular Council Meeting

To:	Mayor and Council
Date:	June 2, 2025
From:	Bill Balfour, Fire Chief
Report Number:	Fire Department 2025-03
Subject:	Fire Station Naming Request

Recommendations:

1. That Council's contributions be recognized to the Fire Station Project by approving the installation of a commemorative plaque at Fire Station No. 1; and
2. That Council approve an upset limit of \$2,500.00 for the purchase of commemorative plaque with funds from CAO Contracted Services operating budget.

Overview:

Township staff have received two separate requests regarding the naming of the new Fire Station No. 1.

The first request, submitted by the local Firefighters' Association, proposes naming the station in honour of a dedicated Fire Captain who served the community for 32 years. The second request, from a member of the public, recommends naming the station after a long-serving Council member who made significant contributions to the Township's development and was a strong advocate for the Fire and EMS Station project.

Naming Township buildings can be a complex process and may pose challenges in the future if additional naming proposals are brought forward by individuals or community groups. Since the Fire Station serves the entire community, a neutral designation ensures inclusivity and avoids potential disputes. Municipal facilities are typically best identified by their function such as "Fire Station No. 1" to ensure clarity for residents, emergency responders, and visitors.

Historically, plaques have been installed in or on Township buildings to recognize the Councils that supported major infrastructure projects, as well as the Council in office at the time of project completion.

A request was also received regarding a former Councillor now deceased, who played a key role during the Council term that approved of the Fire Station project. This individual advocated strongly for the inclusion of an EMS station to meet the community's present and future emergency service needs. In recognition of these contributions, Council may wish to consider installing a commemorative plaque, such as the example provided in

Attachment No. 1, in the lobby of the Fire Station No. 1. This plaque could acknowledge the leadership and support of both Councils involved in the project's development, while maintaining the Township's neutral position on the formal naming of buildings.

Regarding the Fire Captain, the Council could consider the future installation of a monument honoring all firefighters lost in the line of duty. This initiative would require the development and adoption of a formal policy by Council, as well as a review of the associated costs for creating the monument as outlined in Fire Report 2025-04.

Staff are recommending a commemorative plaque to recognize the contributions of both Councils to the Fire Hall project, and that it be installed in the front entranceway.

Financial Impact:

The costs associated with the purchase of a plaque to recognize the two Councils will be purchased within the approved operating budget of CAO Contracting Services for 2025.

Attachment:

No. 1 Commemorative Plaque

Respectfully Submitted by,

Bill Balfour
Fire Chief

Reviewed by,

Yvette Hurley
Chief Administrative Officer

Commemorative Plaque



Regular Council Meeting

To:	Mayor and Council
Date:	June 2, 2025
From:	Bill Balfour, Fire Chief
Report Number:	Fire Department 2025-04
Subject:	Fire Department Line of Duty Death Policy

Recommendations:

1. That Council support the Fire Department Policy regarding Line of Duty Deaths, in alignment with Ontario's Presumptive Legislation under the Workplace Safety and Insurance Act; and
2. That Council approves an upset limit of \$3,000.00 from the Emergency Equipment Reserve for the installation of the Memorial Monument at Fire Station No. 1.

Overview:

The recent passing of a dedicated Fire Captain has been classified as a line-of-duty death under Ontario's Presumptive Legislation within the Workplace Safety and Insurance Act. This legislation acknowledges various recognized cancers, including those affecting the lungs, bladder, kidneys, and blood (e.g., leukemia) with eligibility determined based on years of service. It is intended to provide timely support to firefighters and their families by streamlining the claims process and recognizing the heightened risks associated with firefighting, such as exposure to carcinogens, smoke, and hazardous materials.

An application has been submitted by the Fire Chief's Office to have Captain Orville Thertell honoured at the Canadian Fallen Firefighters Foundation Memorial. With the consent of the captain's family, his service will also be recognized at the Provincial level at the Firefighters' Monument in Ottawa in October 2026.

To honour this sacrifice and others, the Fire Chief is requesting the installation of a local monument at Fire Station No. 1 to recognize all members of the Cavan Monaghan Fire Department. The Fire Firefighters Association has agreed to participate in this initiative and is supportive of contributing funds towards this Memorial Monument project. A sample concept (Attachment No. 1) has been submitted for review. The final design will be developed in consultation with the local Firefighters' Association, Fire Chief, and Township Administration. This monument would commemorate the dedication and symbolize the Township's ongoing commitment to recognizing such service. The monument will be located at Fire Station No. 1 grounds and will serve to honour future firefighters who meet the criteria for a line-of-duty death policy.

This project has been adopted by other municipalities. The Fire Chief will ensure that Fire Department policies are implemented as identified in the Ontario's Presumptive Legislation within the Workplace Safety and Insurance Act. The criteria includes:

Line of Duty Deaths:

A member's name will be added to the memorial if their death occurs:

- While actively performing their official duties.
- As a direct result of injuries or incidents sustained in the line of duty.

Presumptive Cancer Legislation:

A member's name will also be included if their death is attributed to one of the cancers recognized under Ontario's Presumptive Legislation for firefighters, provided:

The member meets the eligibility requirements as defined by the legislation (e.g., sufficient years of service in firefighting roles, and diagnosis of an eligible cancer type).

By incorporating this commemorative feature at Fire Station No. 1, the Township can appropriately honour the contributions of a dedicated Fire Captain and future members who meet the criteria.

Financial Impact:

The total cost of the monument will be \$6,000. The Firefighters' Association has committed to contributing 50% of the total cost and staff is recommending the remaining \$3,000 be funding through Emergency Equipment Reserve.

Attachment:

No. 1 Monument Sample Concept

Respectfully Submitted by,

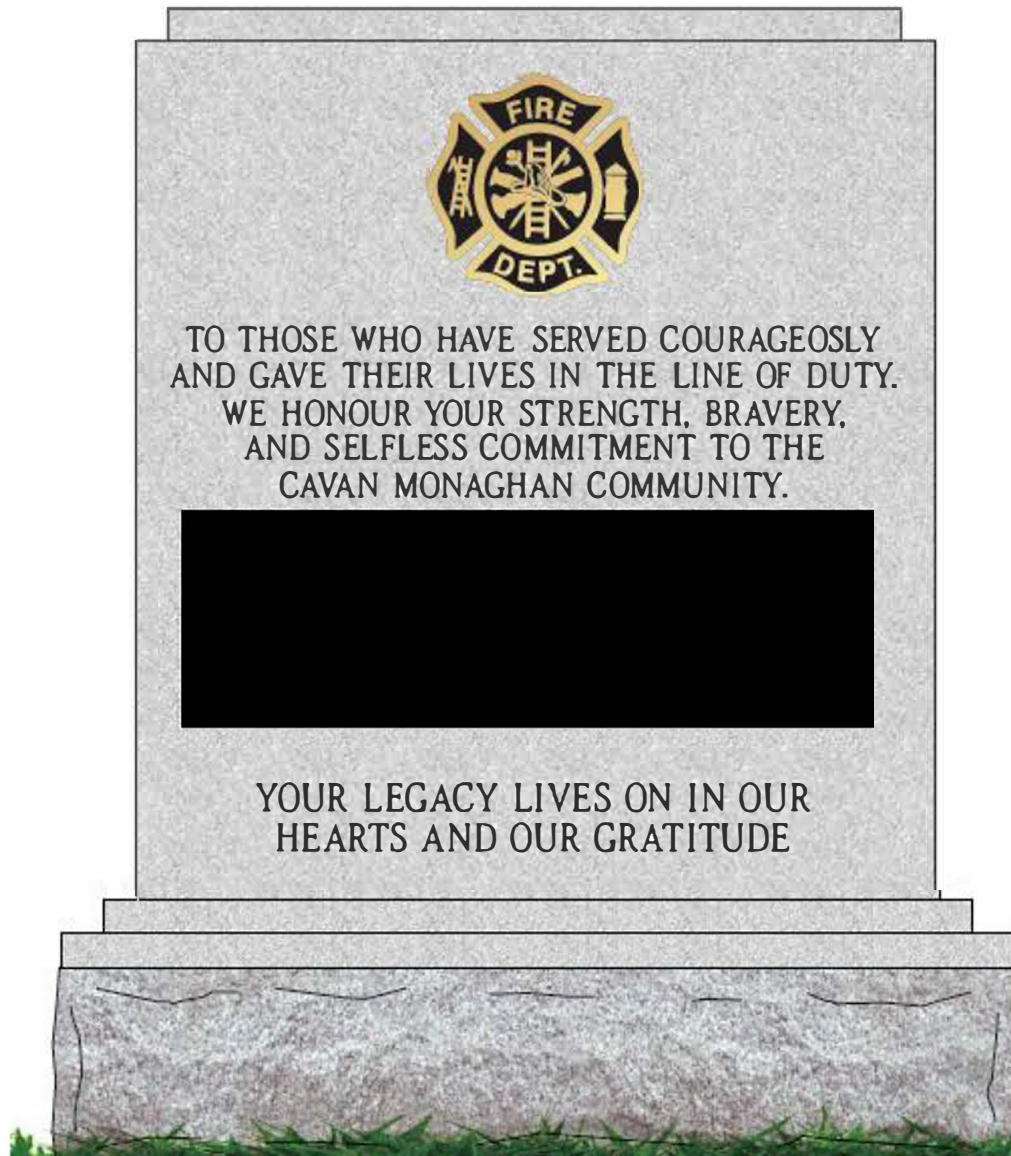
Bill Balfour
Fire Chief

Reviewed by,

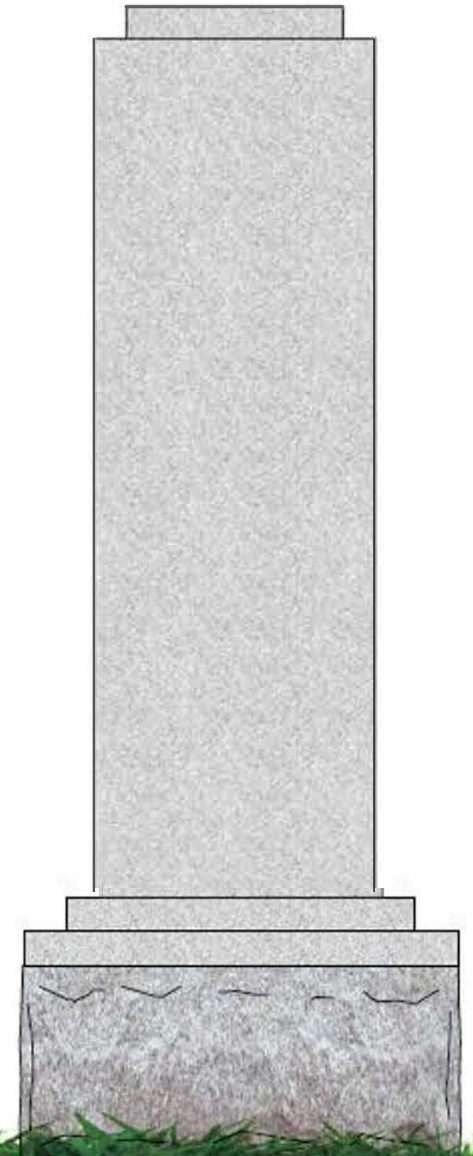
Yvette Hurley
Chief Administrative Officer

Monument Sample Concept

Front



Side



The Township of Cavan Monaghan

By-law No. 2025-31

Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 7 Prince Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the *Ontario Heritage Act*

Whereas Section 31 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may repeal a by-law passed under Section 29 of the Act designating a property within the boundaries of the municipality at Council's initiative;

And Whereas a Notice of Intention to Repeal sections of Village of Millbrook By-Law Number 85-26 designating 7 Prince Street, Township of Cavan Monaghan (formerly Village of Millbrook), described further in Schedule A, has been given in accordance with Section 31 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed repeal of sections of the designating by-law has been served on the Clerk of the municipality within the prescribed time under the *Ontario Heritage Act*;

And Whereas Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may pass a by-law to designate a property within the boundaries of the municipality as being of cultural heritage value or interest;

And Whereas a Notice of Intention to Designate 7 Prince Street, Township of Cavan Monaghan has been given in accordance with Section 29 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed designation has been served on the Clerk of the municipality;

And Whereas Council has consulted with its Municipal Revitalization and Heritage Advisory Committee;

And Whereas the reasons for designation are set out in Schedule A;

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

1. The property located at 7 Prince Street is designated as being of cultural heritage value or interest, as described further in Schedule A. This designation shall not preclude alterations to the property but that any and all alterations shall be in keeping with the original and present character of the property and that no alterations to the property

affecting its heritage attributes as outlined in Schedule A shall be made without written consent from the Township.

2. The Township is hereby authorized to have a copy of this by-law registered against the property described above in the Land Registry Office.
3. The Clerk is hereby authorized to serve a copy of this By-law to the owner of the property and to the Ontario Heritage Trust and to provide notice of the passing of this by-law in a newspaper having general circulation in the municipality.
4. The following excerpts from By-Law Number 85-26 are hereby repealed:
 - 1) "2. 7 Prince Street"
 - 2) "(2) '7 Prince Street' being more particularly described in Schedule 'A-2' attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule 'B-2' attached hereto and forming part of this By-Law."
 - 3) Schedule A-2
 - 4) Schedule B-2
5. All other relevant provision of By-Law Number 85-26, as amended, shall apply unless previously amended.

Read a first, second, and third time and passed this 2nd day of June, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

Schedule A to By-law No. 2025-31

Section 1: Description of Property

7 Prince Street, Township of Cavan Monaghan

Section 2: Location of Property

Located on the West side of Prince Street, South of Anne Street.

Section 3: Legal Description

Part of Park Lot 16, Concession 4, East of Princess Street, Part 1 on Reference Plan 9P1178, Formerly in the Village of Millbrook, Now Township of Cavan Monaghan, Geographic Village of Millbrook, County of Peterborough.

Section 4: Reasons for Designation

The property at 7 Prince Street is worthy of designation under Part IV, Section 29 of the *Ontario Heritage Act* for its cultural heritage value, and meets Ontario Regulation 9/06, the provincial criteria prescribed for municipal designation under the categories of design/physical value as well as contextual value within the Township of Cavan Monaghan. The property is a representative example of a 19th century architectural style, and is important in supporting the character of the surrounding area.

Section 5: Statement of Cultural Heritage Value or Interest

The house located at 7 Prince Street in Millbrook, also known as the Wilgar House, stands as an example of a Homestead Style house in the Millbrook area. The original house is large and rectangular in shape, with a medium pitch gable roof. The front façade features a large bay with three narrow 1-over-1 window panes, a verandah with decorative wood brackets and inverse clover detailing, as well as plain bargeboard and corner boards. There are buff brick lintels above the windows and doorways, contrasting the red brick construction of the rest of the house. Generally, the brick and wood features are in good condition and have been well maintained.

The house occupies land sold to Margaret Wilgar in 1877 and was built in 1878. There is a large tree in front yard which is one of a handful of historic trees along Prince Street.

The Wilgar House is a unique red and buff brick late 19th century home in excellent condition. It merits designation for its connection to Clarence and Margaret Wilgar as well as its contribution to the historic streetscape along Prince Street and throughout the Millbrook area.

Section 6: Heritage Attributes

- Placement and orientation of the building on west side of Prince Street
- Scale, form, massing, of the building with a rectangular plan
- Red brick construction with contrasting buff brick lintels
- Fenestration pattern and style including hung style windows
- Prince Street facing brick bay with 3 slender masonry openings
- Masonry openings for front door and transom window above
- Wood verandah with railing and decorative detailing with inverse clover pattern in the brackets
- Brick chimney

The Township of Cavan Monaghan

By-law No. 2025-32

Being a by-law to Repeal and Replace sections of Village of Millbrook By-Law Number 85-26, Designating 8 Dufferin Street in the Township of Cavan Monaghan (formerly Village of Millbrook) as being of Cultural Heritage Value or Interest under Part IV of the *Ontario Heritage Act*

Whereas Section 31 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may repeal a by-law passed under Section 29 of the Act designating a property within the boundaries of the municipality at Council's initiative;

And Whereas a Notice of Intention to Repeal sections of Village of Millbrook By-Law Number 85-26 designating 8 Dufferin Street, Township of Cavan Monaghan (formerly Village of Millbrook), described further in Schedule A, has been given in accordance with Section 31 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed repeal of sections of the designating by-law has been served on the Clerk of the municipality within the prescribed time under the *Ontario Heritage Act*;

And Whereas Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, provides that the Council of a municipality may pass a by-law to designate a property within the boundaries of the municipality as being of cultural heritage value or interest;

And Whereas a Notice of Intention to Designate 8 Dufferin Street, Township of Cavan Monaghan has been given in accordance with Section 29 of the *Ontario Heritage Act*;

And Whereas no objection to the proposed designation has been served on the Clerk of the municipality;

And Whereas Council has consulted with its Municipal Revitalization and Heritage Advisory Committee;

And Whereas the reasons for designation are set out in Schedule A;

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

1. The property located at 8 Dufferin Street is designated as being of cultural heritage value or interest, as described further in Schedule A. This designation shall not preclude alterations to the property but that any and all alterations shall be in keeping with the original and present character of the property and that no alterations to the property

affecting its heritage attributes as outlined in Schedule A shall be made without written consent from the Township.

2. The Township is hereby authorized to have a copy of this by-law registered against the property described above in the Land Registry Office.
3. The Clerk is hereby authorized to serve a copy of this By-law to the owner of the property and to the Ontario Heritage Trust and to provide notice of the passing of this by-law in a newspaper having general circulation in the municipality.
4. The following excerpts from By-Law Number 85-26 are hereby repealed:
 - 1) "1. 8 Dufferin Street"
 - 2) "(1) '8 Dufferin Street' being more particularly described in Schedule 'A-1' attached hereto and forming part of the By-Law. The reasons for the designation of this property are set out in Schedule 'B-1' attached hereto and forming part of this By-Law."
 - 3) Schedule A-1
 - 4) Schedule B-1
5. All other relevant provision of By-Law Number 85-26, as amended, shall apply unless previously amended.

Read a first, second, and third time and passed this 2nd day of June, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

Schedule A to By-law No. 2025-32

Section 1: Description of Property

8 Dufferin Street, Township of Cavan Monaghan

Section 2: Location of Property

Located on the North side of Dufferin Street, West of Gravel Road.

Section 3: Legal Description

Lot 2 and Part of Lot 3, North side of Dufferin Street, West of Gravel Road, being Part of Lot 13, Concession 4, Formerly in the Village of Millbrook, Now Township of Cavan Monaghan, Geographic Village of Millbrook, County of Peterborough.

Section 4: Reasons for Designation

The property at 8 Dufferin Street is worthy of designation under Part IV, Section 29 of the *Ontario Heritage Act* for its cultural heritage value, and meets Ontario Regulation 9/06, the provincial criteria prescribed for municipal designation under the categories of design/physical value, historical/associative value, as well as contextual value within the Township of Cavan Monaghan. The property is a representative example of a 19th century architectural style, has direct association with a notable person who is significant to the community, and is important in supporting the character of the surrounding area.

Section 5: Statement of Cultural Heritage Value or Interest

The house located at 8 Dufferin Street in Millbrook, Ontario, known locally as the Alexander Armstrong House, holds historic significance in the community, being one of very few Italianate Style Townhouses in the area. The two-storey red brick house features ornate brackets under the eaves, contrasting buff brick quoins, a wraparound verandah, and arched French windows on the ground level. These features are well-preserved examples of the Italianate Style design popular throughout the mid to late nineteenth century.

The house was built in 1880 by horticulturist and implement merchant, Alexander Thomas Armstrong, who married to Rebecca O'Brian. The house remained in the Armstrong family for over 100 years until 1986.

The Alexander Armstrong House is historically significant for its longstanding connection to Millbrook's early families. The house is also of great architectural significance as it is a unique and well-preserved example of fine 19th-Century Italianate residential architecture.

Section 6: Heritage Attributes

Exterior:

- Placement and orientation of the building on north side of Dufferin Street
- Scale, form, massing, of the 2 storey red and contrasting buff brick building with a rectangular plan
- Contrasting buff brick quoining
- Decorative corbels under second storey eaves
- Wood frieze boards, soffits and integrated venting, associated wood detailing and trim
- Arched and slender masonry openings including buff brick arches and wood sills
- Fenestration pattern and style including slender arched upper window panes (first and second storey) and arched transoms (first storey) and hung style windows
- Large ground floor wood doors with wood storm windows with wood transoms and storm transom above
- Arched shutters
- Wood front door, sidelites, and arched transom including decorative moulding and brackets
- Wraparound verandah with intricate wood detailing and decorative brackets

Interior:

- Wood doors and associated door hardware
- Door surrounds and trim
- Wood window surrounds, trim and sills

The Township of Cavan Monaghan

By-law No. 2025-33

Being a by-law to confirm the proceedings of the regular meeting of the Council of the Township of Cavan Monaghan held on the 2nd day of June 2025

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 meeting held on the 2nd day of June 2025 in respect to each recommendation and action by the Council, except where prior approval of the Ontario Land 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 said actions or obtain approvals where required, to execute all documents as may be necessary, 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 2nd day of June 2025.

Matthew Graham
Mayor

Cindy Page
Clerk