



Agenda
The Township of Cavan Monaghan
Regular Council Meeting

Monday, October 20, 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. Presentation

6.1	Daryl Abbs, Watson & Associates - 2025 Water and Wastewater Rate Study and Financial Plan - Rate Study Education Session	4 - 41
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7. Minutes

7.1	Minutes of the Regular Meeting held October 6, 2025	42 - 48
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8. Minutes from Committees and Boards

8.1	Millbrook Downtown BIA Board of Management Meeting Minutes of February 13, 2025	49 - 54
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9. Reports

9.1	Report - Finance 2025-10 Municipal Ice Storm Assistance (MISA) Program (KP)	55 - 56
9.2	Report - Public Works 2025-16 Proposed Five (5) Year Watermain and Corresponding Roads Capital Program (WH)	57 - 62
9.3	Report - Planning 2025-35 Pristine Homes Part Lot Control Exemption By-law - Block 238, Plan 45M-266	63 - 67
9.4	Report - Planning 2025-36 Pristine Homes Part Lot Control Exemption By-law - Block 239, Plan 45M-266	68 - 72
9.5	Report - Corporate Services 2025-12 Integrated Accessibility Standards Regulation (IASR) Multi Year Plan Update (CP)	73 - 88
9.6	Report - CAO Report and Capital Status (YH)	89 - 91
9.7	Council/Committee Verbal Reports	
10.	General Business	
11.	Correspondence for Information	
12.	Correspondence for Action	
13.	By-laws	
13.1	By-law No. 2025-46 being a by-law to temporarily exempt certain lands within Registered Plan 45M-266 for the Township of Cavan Monaghan from Part Lot Control (Block 238)	92 - 92
13.2	By-law No. 2025-47 being a by-law to temporarily exempt certain lands within Registered Plan 45M-266 for the Township of Cavan Monaghan from Part Lot Control (Block 239)	93 - 93
14.	Unfinished Business	
15.	Notice of Motion	
16.	Confirming By-law	
16.1	By-law No. 2025-48 being a by-law to confirm the proceedings of the meeting held October 20, 2025	94 - 94
17.	Adjournment	

18. Upcoming Events/Meetings

- 18.1 Cavan Monaghan Public Library Board Meeting Tuesday, October 21, 2025 at 7:00 p.m., Millbrook Branch Library**
- 18.2 Millbrook Valley Trails Advisory Meeting Monday, October 27, 2025 at 4:00 p.m.**
- 18.3 Accessibility Advisory Committee Meeting Thursday, October 30, 2025 at 1:00 p.m.**
- 18.4 Regular Council Meeting Monday, November 3, 2025 at 1:00 p.m.**
- 18.5 Regular Council Meeting Monday, November 17, 2025 at 1:00 p.m.**



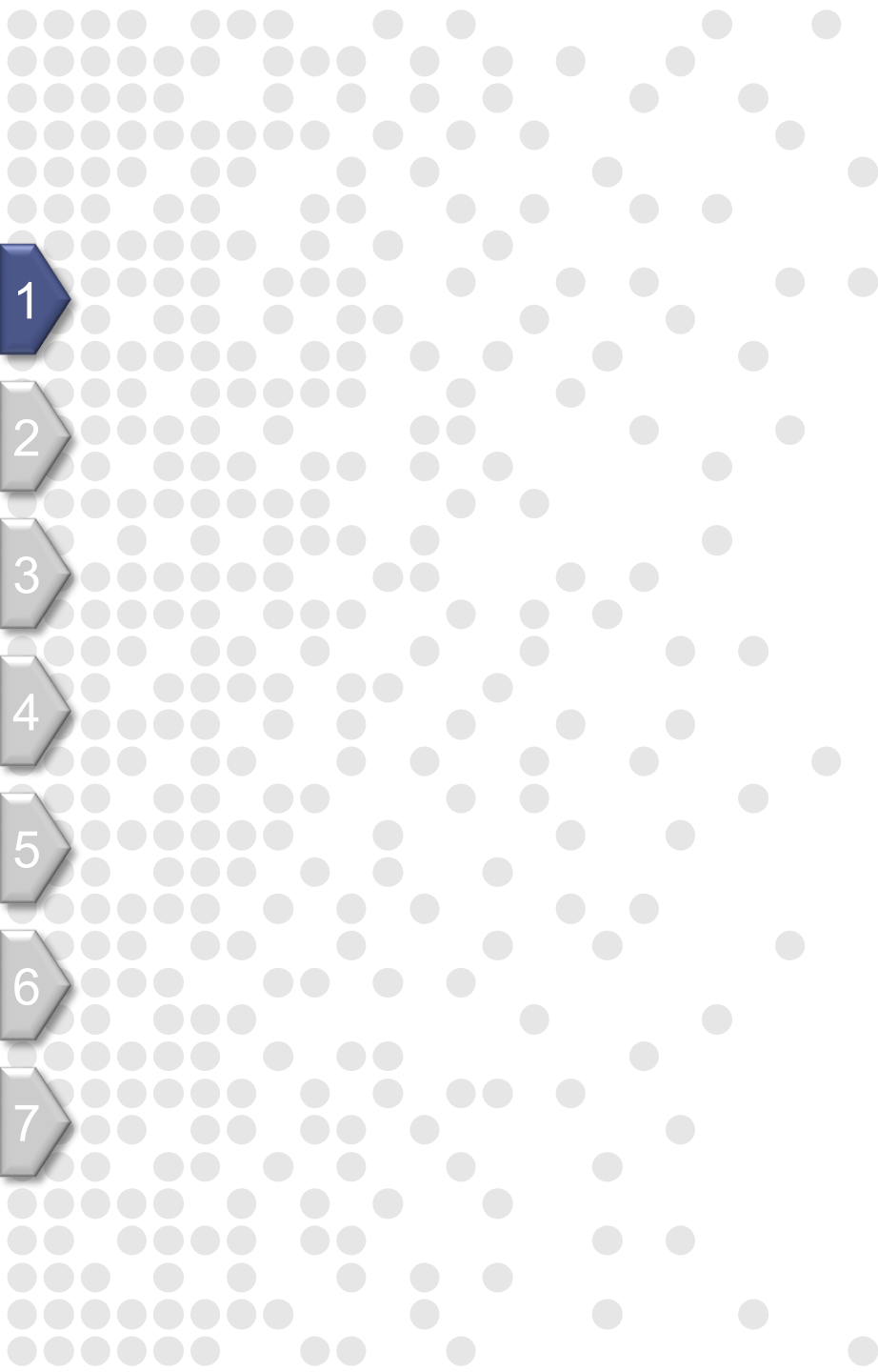
Township of Cavan Monaghan 2025 Water and Wastewater Rate Study and Financial Plan

Rate Study Education Session
October 20, 2025

Agenda



- 1 Study Purpose
- 2 Current Rates, Customer Profile, System Growth
- 3 Rate Calculation Overview
- 4 Capital Needs and Financing, Lifecycle Costs
- 5 Proposed Rates & Rate Scenarios
- 6 Ontario Regulation 453/07: Water Financial Plan
- 7 Questions



Study Purpose

Township of Cavan Monaghan
2025 Rate Study Education Session

Study Purpose



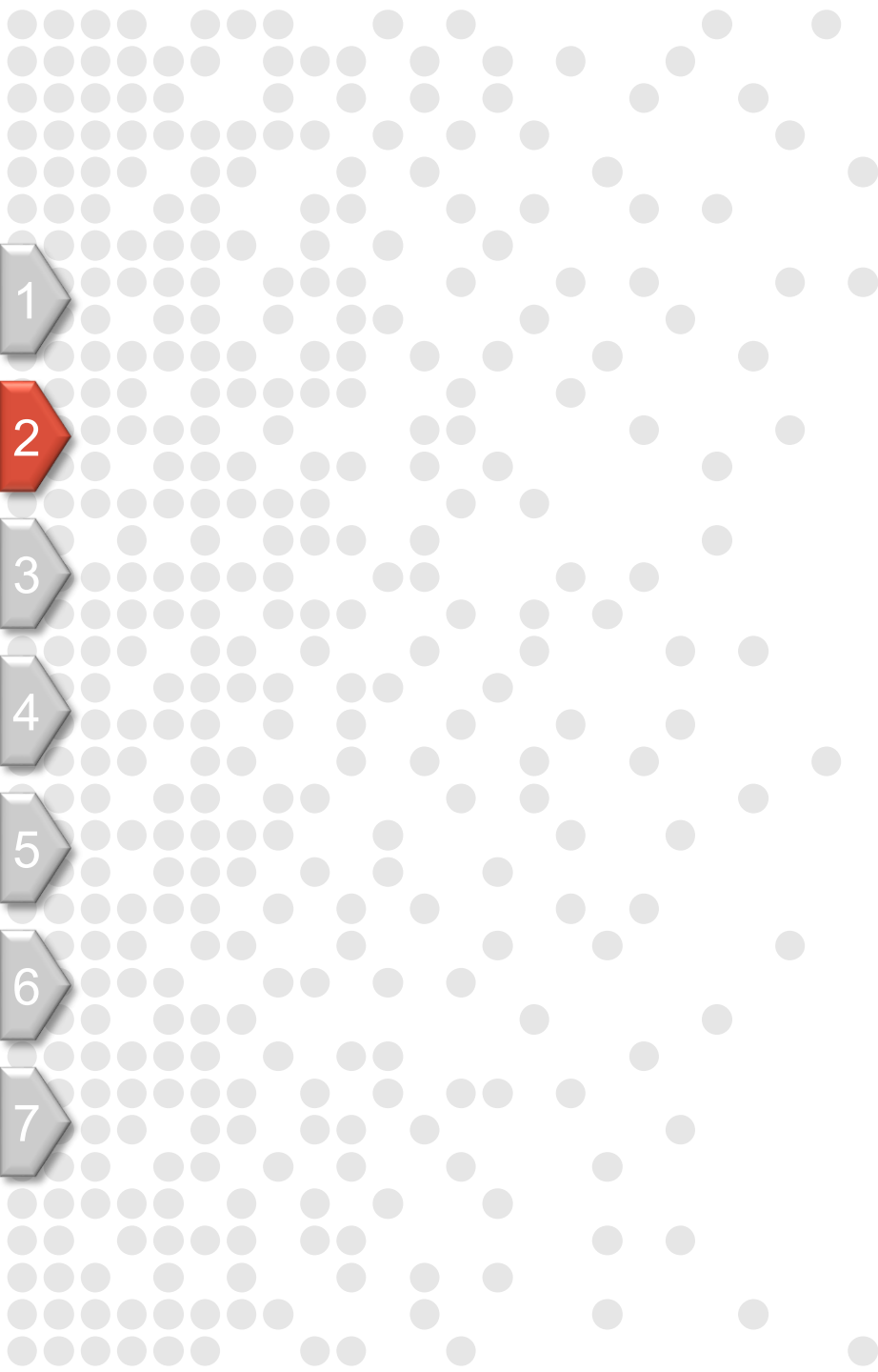
- 1 • Identify all current and future water and wastewater system capital needs;
- 2 • Identify cost recovery options for capital;
- 3 • Estimate future operating costs over the next 10 years;
- 4 • Review rate structure and rate scenarios; and
- 5 • Recommend new rates to recover the cost of the water and wastewater systems.
- 6
- 7

Legislation for Water and Wastewater



- 1 • Since Walkerton, new legislation has been passed by the Province to enhance the provision of services. These include the following:
 - 2 ○ Safe Drinking Water Act;
 - 3 ○ Sustainable Water and Sewage Systems Act;
 - 4 ○ O.Reg. 453/07 - Safe Drinking Water Act;
 - 5 ○ Clean Water Act; and
 - 6 ○ Water Opportunities Act.
- 7 • Further Requirements:
 - Municipal Infrastructure Strategy
 - Infrastructure for Jobs and Prosperity Act, 2015

Principal of
Full Cost
Recovery



Current Rates, Customer Profile, and System Growth

Township of Cavan Monaghan
2025 Rate Study Education Session

2025 Water and Wastewater Rates



Township of Cavan Monaghan	
2025 - Water Billing Rates	
Millbrook Bi-Monthly Base Charge	
15 mm/18 mm	69.35
25 mm	126.66
40 mm	288.14
50 mm	671.26
75 mm	1,386.18
100 mm	2,458.25
Volume Charge	
\$ 1.940	per m ³
Bulk Water Rate	
\$ 3.280	per m ³

Township of Cavan Monaghan	
2025 - Wastewater Billing Rates	
Millbrook Bi-Monthly Charge Charge	
15 mm/18 mm	128.36
25 mm	238.44
40 mm	592.91
50 mm	1,405.96
75 mm	2,916.08
100 mm	5,182.11
Volume Charge	
\$ 2.650	per m ³

Existing Customer Profile



1

2

3

4

5

6

7

Metered	Water	Wastewater
15 mm/18 mm	973	962
25 mm	3	3
40 mm	1	1
50 mm	4	4
75 mm	1	1
100 mm	2	2
Total	984	973

Water Users Forecast



Water Customer Forecast	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Existing	984	984	984	984	984	984	984	984	984	984	984
New - Growth	25	74	123	173	246	346	444	542	641	739	839
Total	1,009	1,058	1,107	1,157	1,230	1,330	1,428	1,526	1,625	1,723	1,823

Water Volume Forecast (m³)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Millbrook											
Existing	169,640	169,640	169,640	169,640	169,640	169,640	169,640	169,640	169,640	169,640	169,640
Bulk Water	13,187	13,187	13,187	13,187	13,187	13,187	13,187	13,187	13,187	13,187	13,187
New - Growth	3,750	11,115	18,480	25,995	36,960	51,840	66,570	81,300	96,180	110,910	125,790
Total	186,577	193,942	201,307	208,822	219,787	234,667	249,397	264,127	279,007	293,737	308,617

Assuming an average of 150 cu.m per customer for future flows



Wastewater Users Forecast

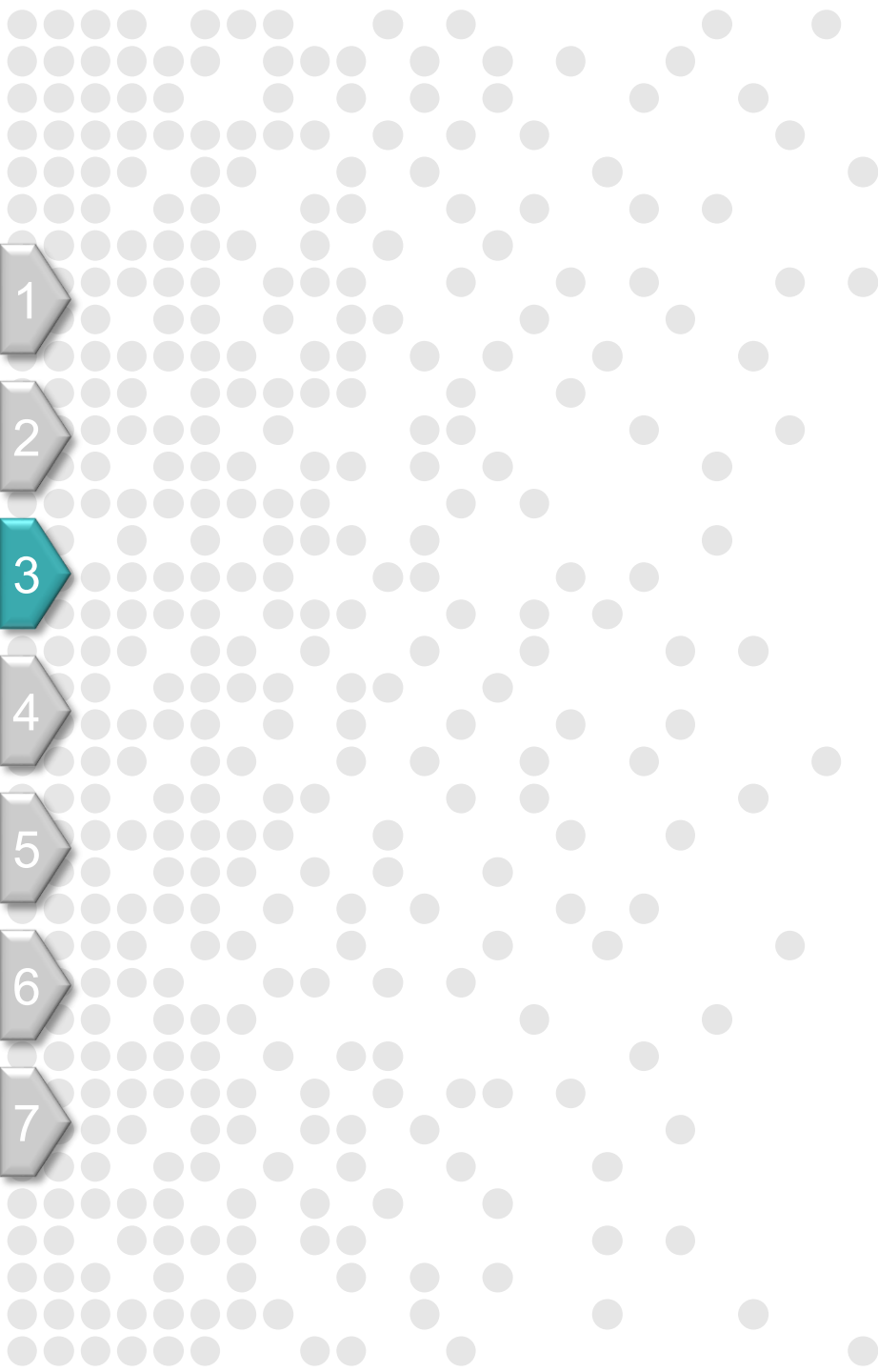


Wastewater Customer Forecast	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Existing	973	973	973	973	973	973	973	973	973	973	973
New - Growth	25	74	123	173	246	346	444	542	641	739	839
Total	998	1,047	1,096	1,146	1,219	1,319	1,417	1,515	1,614	1,712	1,812

Wastewater Flows Forecast (m ³)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Millbrook											
Existing	155,606	155,606	155,606	155,606	155,606	155,606	155,606	155,606	155,606	155,606	155,606
New - Growth	3,750	11,115	18,480	25,995	36,960	51,840	66,570	81,300	96,180	110,910	125,790
Total	159,356	166,721	174,086	181,601	192,566	207,446	222,176	236,906	251,786	266,516	281,396

Assuming an average of 150 cu.m per customer for future flows





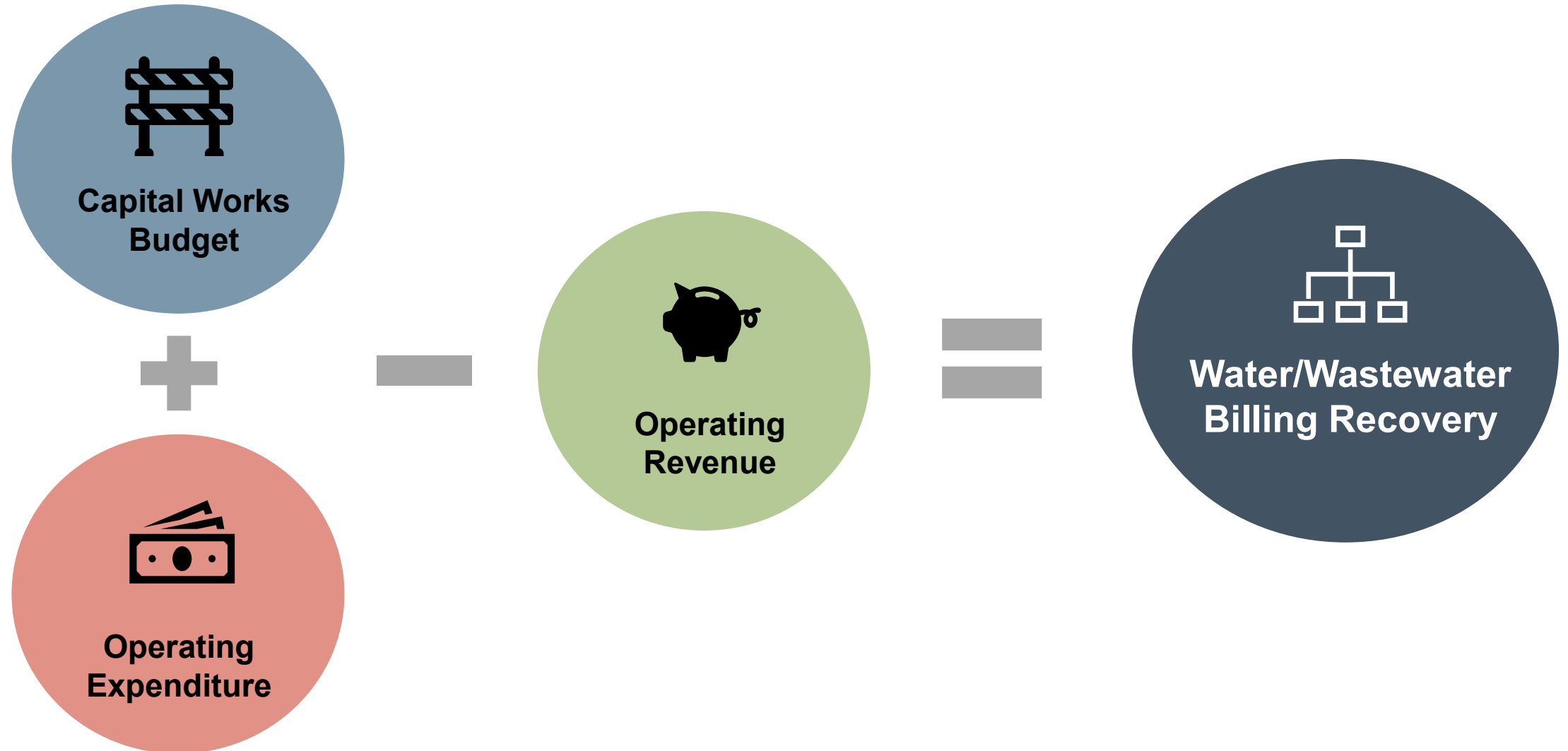
Rate Calculation Overview

Township of Cavan Monaghan
2025 Rate Study Education Session

Main Inputs for Rate Calculation



- 1
- 2
- 3
- 4
- 5
- 6
- 7

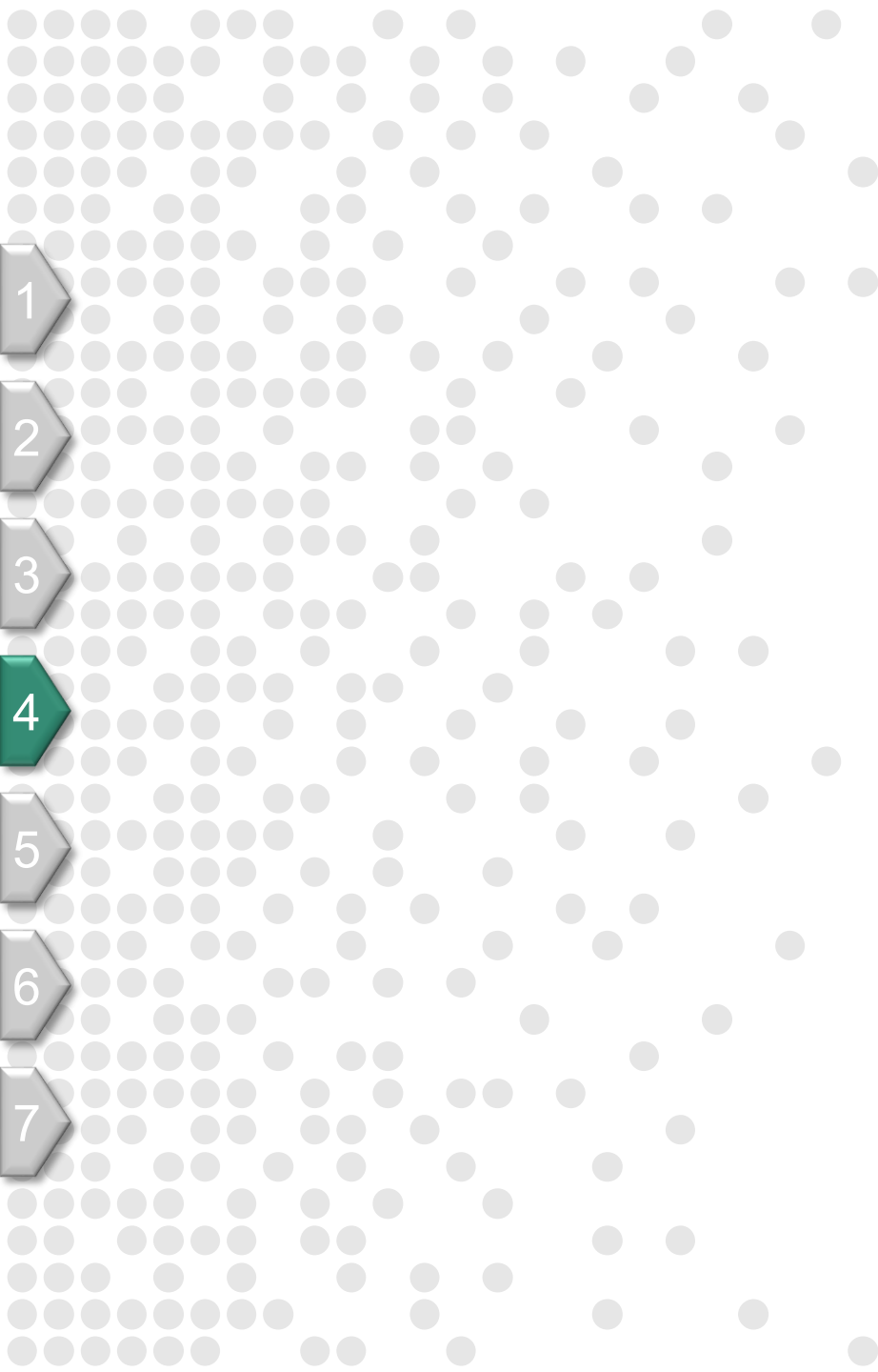


Rate Calculation Process



- 1
 - 2
 - 3
 - 4
 - 5
 - 6
 - 7
- The resulting water and wastewater billing recovery is divided by the total metered volume (i.e., number of customers x average volume usage) to calculate a volumetric rate.

$$\frac{\text{Water/Wastewater Billing Recovery}}{\text{Total Metered Volume}} = \begin{matrix} \text{Constant Volumetric Water Rate} \\ \text{Constant Volumetric Wastewater Rate} \end{matrix}$$



Capital Needs and Financing, Lifecycle Costs

Township of Cavan Monaghan
2025 Rate Study Education Session

Capital Infrastructure



- 1
 - 2
 - 3
 - 4
 - 5
 - 6
 - 7
- Capital needs were identified based on the 2025 capital budget, review of capital infrastructure replacement needed based on recommendations in the Township's 2025 Asset Management Plan, and discussions with staff.
 - Capital works were identified by
 - Need;
 - Timing; and
 - Costs.

Water System Capital Needs 2026 – 2035 (Inflated \$)

Description	Total 2026 to 2035	Years Undertaken
Capital Expenditures		
Watermain Replacement - Anne Street	482,000	2026-2027
Watermain Replacement - Bank Street North	228,000	2029
Watermain Replacement - Bank Street South	174,000	2030
Watermain Replacement - Cavan Street	306,000	2026
Watermain Replacement - Centre Street	490,000	2029
Watermain Replacement - Distillery Street	172,000	2027
Watermain Replacement - Frederick Street	452,000	2026
Watermain Replacement - Gravel Road	211,000	2027
Watermain Replacement - Hunter Street	150,000	2030
Watermain Replacement - Huston Street	252,000	2030
Watermain Replacement - King Street	803,000	2028
Watermain Replacement - Needler's Lane	171,000	2027
Watermain Replacement - Prince Street	106,000	2027
Watermain Replacement - Princess Street	119,000	2027
Watermain Replacement - Turner Street	153,000	2030
Watermain Replacement - Union Street	191,000	2029
Watermain Replacement - Queen Street	128,000	2030
Watermain Replacement - Wing Street	90,000	2030
Studies:		
Water Servicing Study - Future Development Areas	110,000	2029
Rates Study	35,000	2030, 2035
Growth Related:		
Duke Street from King Street Southwards	156,000	2026
Second Booster Pumping Station	1,020,000	2026
Second Water Storage Facility Design	408,000	2026
Second Water Storage Facility Construction	9,364,000	2027
Land for storage facility	408,000	2026
Water Treatment Plant Upgrade EA	204,000	2026
Water Treatment Plant Upgrade Design	312,000	2027
Water Treatment Plant Upgrade Construction	6,633,000	2028
Total	23,328,000	



Capital Financing

Grants – \$12,873,139

D.C. Reserve Fund – \$1,230,611

Growth-related Debt – \$4,511,250

Water Reserve – \$4,713,000



Wastewater System Capital Needs 2026 – 2035

(Inflated \$)

Description	Total 2026 to 2035	Years Undertaken
Lifecycle:		
Provision for AMP Requirements	6,031,000	2026-2035
Studies:		
Rates Study	35,000	2030, 2035
Wastewater Servicing Studies - Future Development Areas	217,000	2030
Growth Related:		
Tupper St Pumping Station Upgrade Design	306,000	2026
Tupper St Pumping Station Upgrade Construction	2,289,000	2027
Tupper St Pumping Station Upgrade - Land	408,000	2026
Wastewater Treatment Plant Upgrade Investigation	204,000	2026
Wastewater Treatment Plant Upgrade Design	1,082,000	2029
Wastewater Treatment Plant Upgrade Construction	22,974,000	2032
Sanitary Sewer Trunk (East of County Road 10)	238,000	2028
I&I Solutions	1,436,000	2028-2032
Duke Street from King Street Southwards	333,000	2026
Coldbrook Drive Sanitary Sewer Oversizing	147,000	2026
New Sewage Pumping Station & Forcemain for northern employment land	11,296,000	2033
Total	46,996,000	

Capital Financing

D.C. Reserve Fund – \$4,445,000

Growth-related Debt – \$36,126,000

Wastewater Reserve – \$6,425,000

Capital Financing Options



1

✓ Reserves

2

✓ Development Charges

3

✓ Debt

4

✓ Operating Budget Transfers (Funding Reserves)

5

✓ Grants

6

- Municipal Act (Part 12)

7

Reserve Balances – As of December 31, 2024



Reserve	Dec. 31 2024
Water	
Capital Reserve	1,731,340
Development Charges Reserve Fund	(619,050)
Wastewater	
Capital Reserve	1,803,400
Development Charges Reserve Fund	(643,758)

Note: numbers in brackets represent a deficit

Proposed Capital Financing Programs 2026 to 2035

(Inflated \$)



Description	Water	Wastewater
<u>Capital Financing</u>		
Provincial/Federal Grants	12,873,139	-
Development Charges Reserve Fund	1,230,611	4,445,000
Non-Growth Related Debenture Requirements	-	-
Growth Related Debenture Requirements	4,511,250	36,126,000
Operating Contributions	-	-
Water Reserve	4,713,000	-
Wastewater Reserve	-	6,425,000
Total Capital Financing	23,328,000	46,996,000

Lifecycle Infrastructure Costs



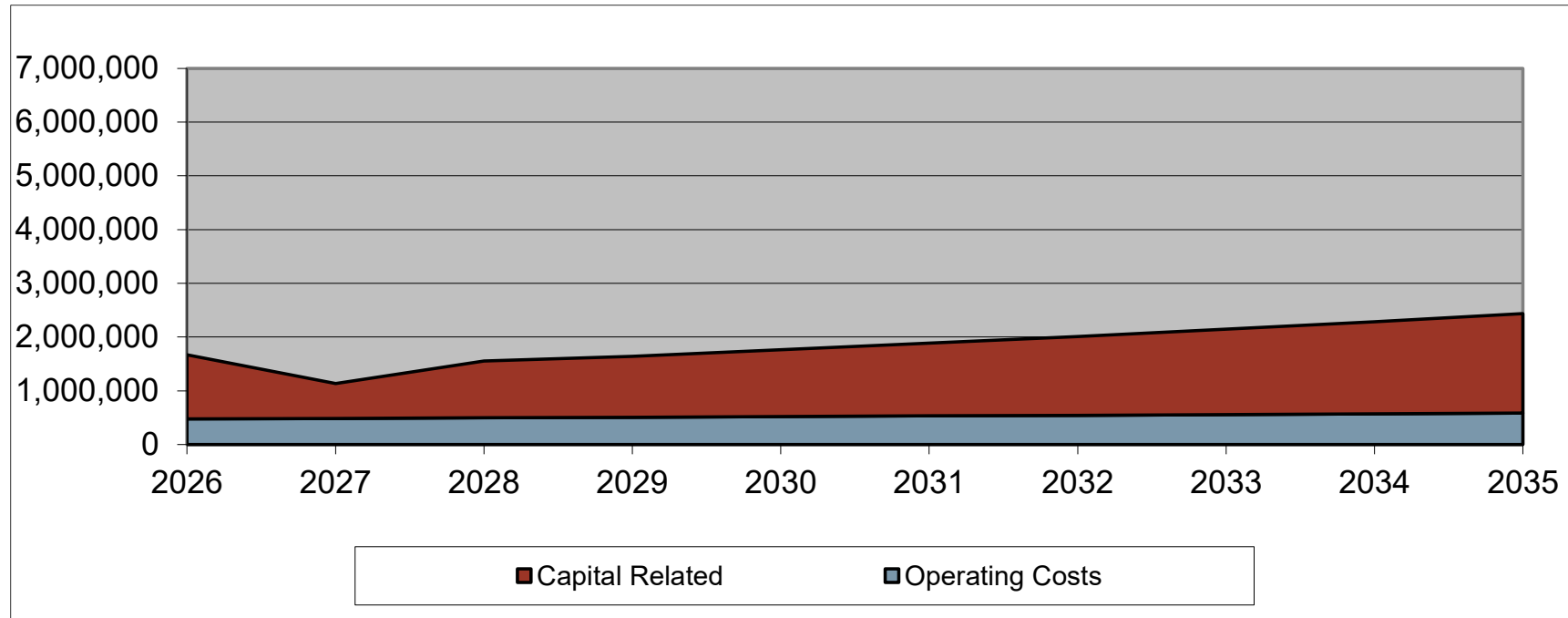
- 1 • The Township's Asset Management Plan (AMP) outlines the following:
 - 2 ○ The total replacement cost of the existing water network assets is approximately \$26.8 million;
 - 3 ○ The total replacement cost of the existing wastewater networks assets is approximately \$43.2 million;
- 4 • The **average annual** level of investment recommended for linear water asset lifecycle rehabilitation and replacement needs is approximately **\$381,000**;
- 5 • The **average annual** level of investment recommended for linear wastewater asset lifecycle rehabilitation and replacement needs is **\$741,000**.
 - 6 ○ Through discussions with staff, the annual level of investment for wastewater has been revised to \$540,000, based on an average expected asset useful life of 80.25 years.
 - 7

Operating Budgets



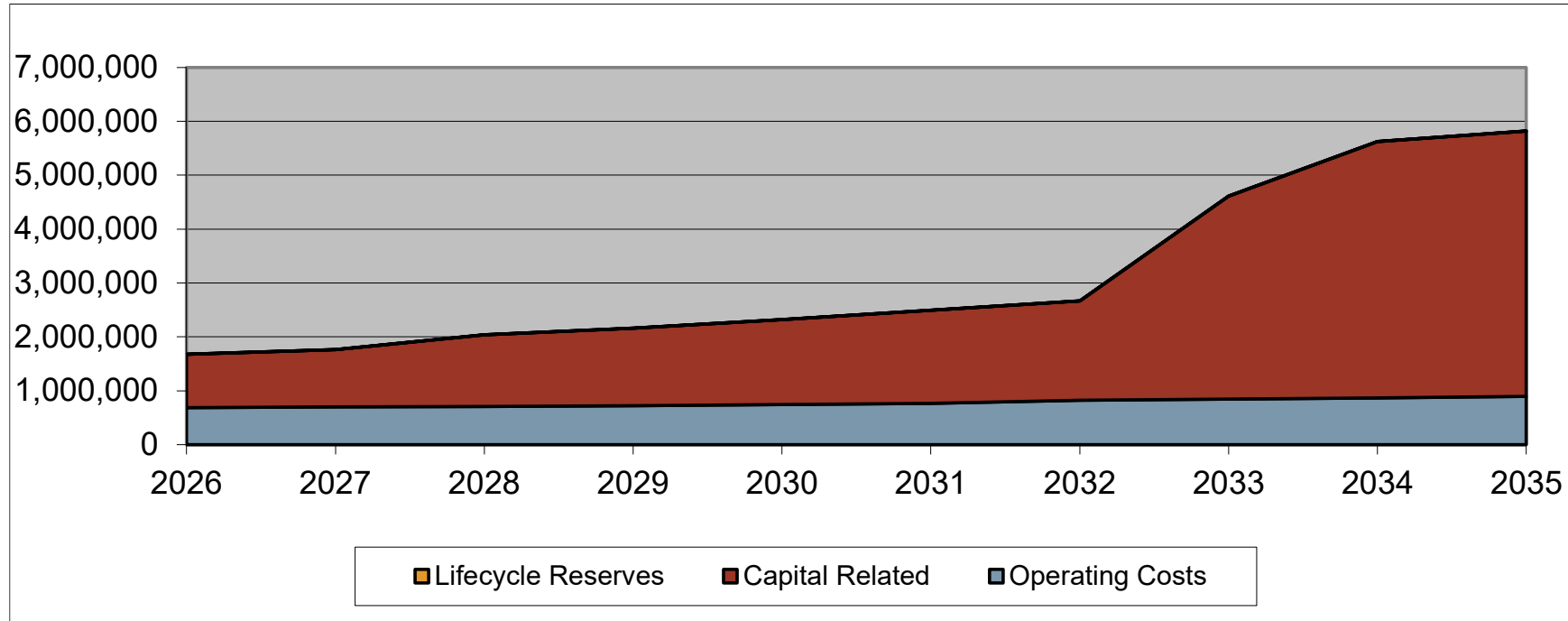
- 1 • Operating expenditures are increasing over the forecast to recognize:
- 2 ○ Inflationary impacts
- 3 ➤ 5% for hydro, utilities, materials and chemicals
- 4 ➤ 2% for all other
- 5
- 6
- 7

Water Operating Budget

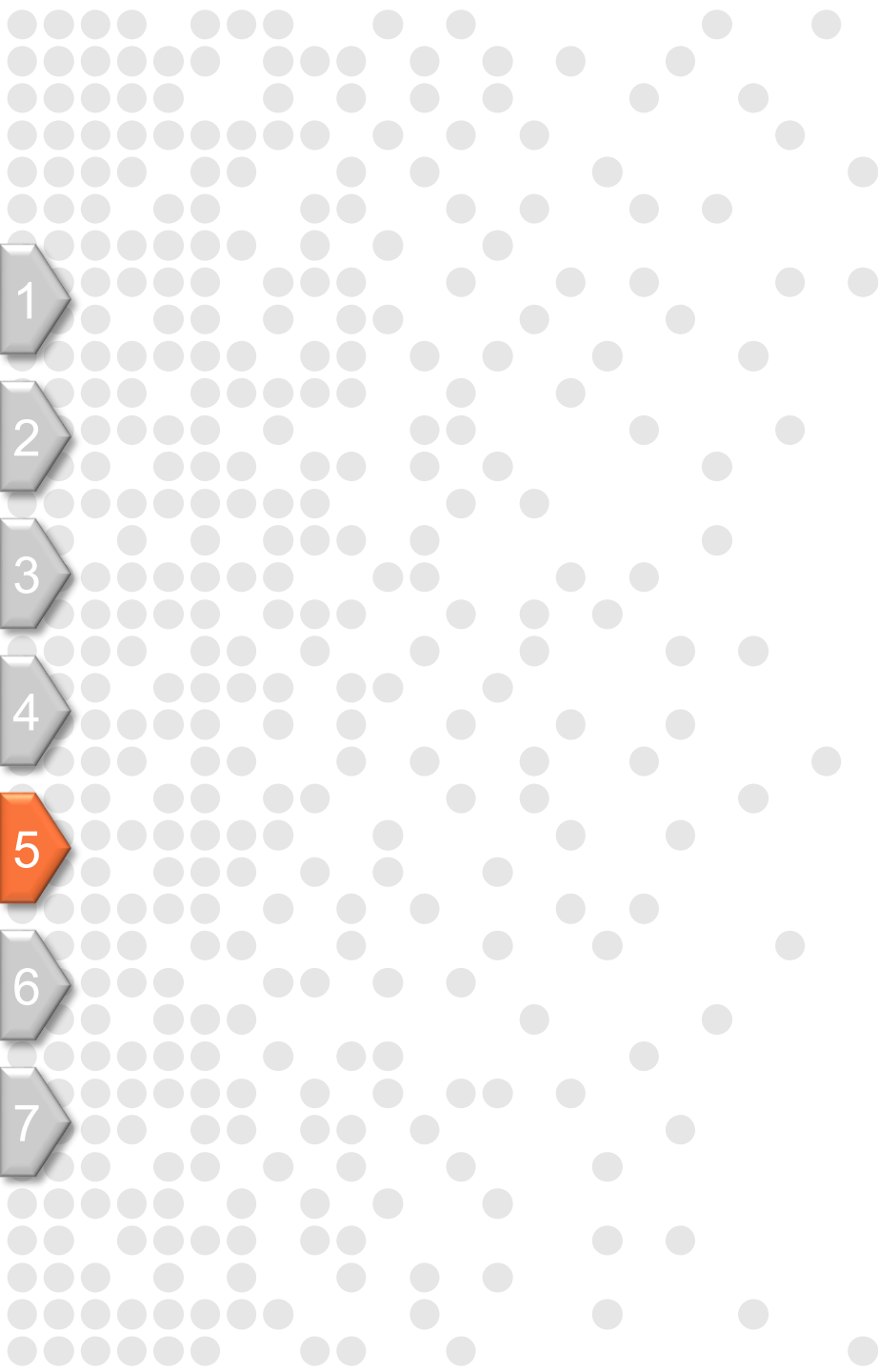


Description	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Operating Costs	477,481	485,335	499,432	509,425	521,047	533,210	545,633	558,327	571,261	584,656
Capital Related	1,195,957	653,446	1,054,337	1,134,200	1,240,466	1,351,005	1,467,006	1,589,406	1,716,726	1,853,725
Total	1,673,437	1,138,781	1,553,769	1,643,625	1,761,513	1,884,215	2,012,639	2,147,733	2,287,987	2,438,381

Wastewater Operating Budget



Description	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Operating Costs	688,495	700,419	711,774	724,065	743,850	764,298	823,304	846,089	869,712	894,237
Capital Related	992,146	1,067,469	1,324,773	1,437,498	1,580,676	1,727,584	1,841,707	3,762,298	4,757,175	4,924,933
Total	1,680,641	1,767,888	2,036,547	2,161,563	2,324,526	2,491,882	2,665,011	4,608,387	5,626,887	5,819,170



Proposed Rates & Rate Scenarios

Township of Cavan Monaghan
2025 Rate Study Education Session

Proposed 2026 Rates



- 1 It is recommended that the Township continue the same rate structure in the future (i.e. a bi-monthly base charge and volume charge on a per cubic meter basis)
- 2 The recommended rate increases are as follows:
 - 3 ○ **Water – 3% annual increases**
 - 4 ○ **Wastewater – 2% annual increases**
- 5 The proposed 2026 rates are as follows:

Combined annual increase of
2.35% - 2.44%

Township of Cavan Monaghan	
2026 - Water Billing Rates	
Millbrook Bi-Monthly Base Charge	
15 mm/18 mm	71.43
25 mm	130.46
40 mm	296.78
50 mm	691.40
75 mm	1427.77
100 mm	2532.00
Volume Charge	
\$ 2.000	per m ³
Bulk Water Rate	
\$ 3.381	per m ³

Township of Cavan Monaghan	
2026 - Wastewater Billing Rates	
Millbrook Bi-Monthly Charge Charge	
15 mm/18 mm	130.93
25 mm	243.21
40 mm	604.77
50 mm	1434.08
75 mm	2974.40
100 mm	5285.75
Volume Charge	
\$ 2.700	per m ³

Rate Scenarios - Water



1 As a part of the study process, three rate scenarios were proposed to analyze the impacts on the reserve/reserve fund balances. These scenarios are based on moving the ten (10) watermain forecast to a five (5) year forecast" as per staff's report PW 2025-16.

2 **Scenario A: 9% from 2026-2029, then 0% every year thereafter**

- 3 • No additional funding from sale of Municipal properties
- 4 • Maintaining a minimum of \$840,000 in the combined reserve balance (water and wastewater reserve funds) in 2029

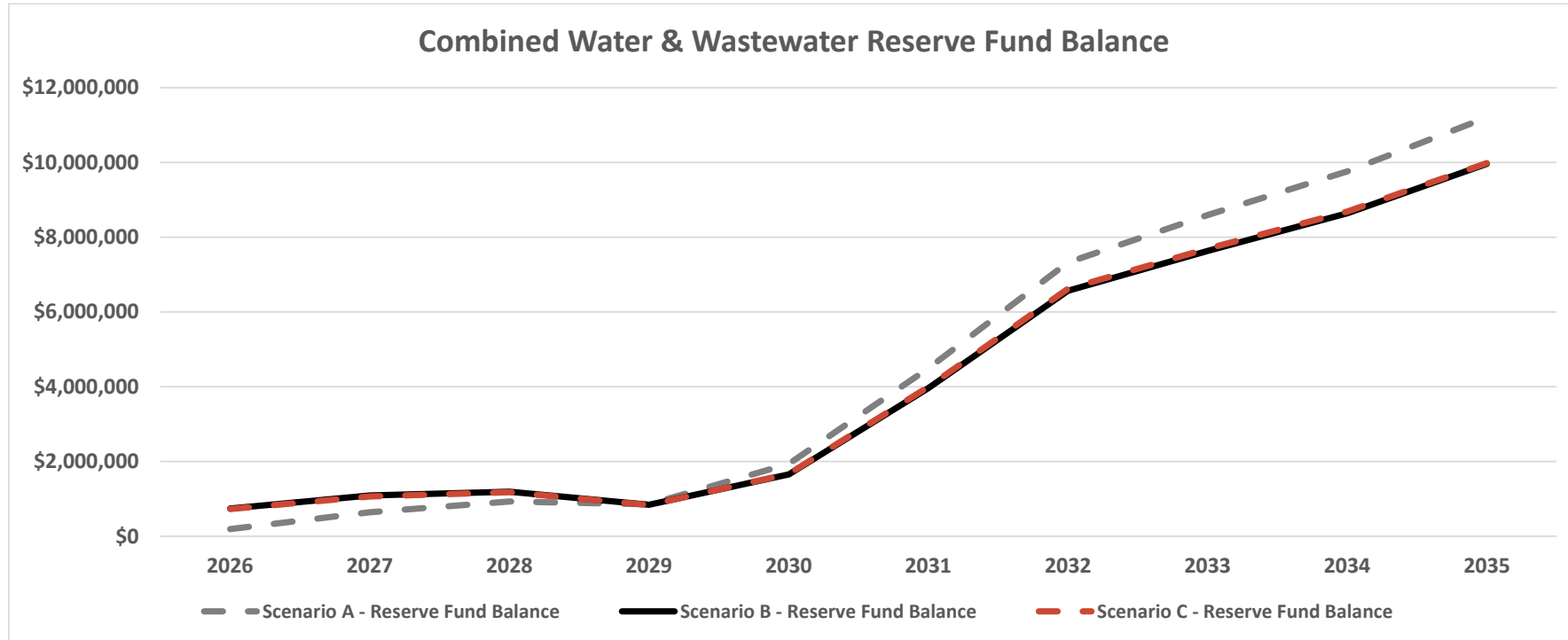
5 **Scenario B: 3% over the forecast period (proposed scenario)**

- 6 • Additional funding of \$600,000 from the sale of Municipal properties
- 7 • Maintaining a minimum of \$840,000 in the combined reserve balance (water and wastewater reserve funds) in 2029

6 **Scenario C: 2% from 2026-2027, 6% in 2028, 3.5% in 2029, 3% from 2030-2032, then 2% from 2033-2035**

- 7 • Additional funding of \$600,000 from the sale of Municipal properties
- Maintaining a minimum of \$840,000 in the combined reserve balance (water and wastewater reserve funds) in 2029
- Assume 2% increases for water in 2026 and 2027 and identify the rate increases needed to get back to Scenario B

Rate Scenarios - Water



Scenarios	Description	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Scenario A	Water Rate Increases	9%	9%	9%	9%	0%	0%	0%	0%	0%	0%
	Combined (Water & Wastewater) Reserve Fund	\$191,081	\$644,705	\$930,050	\$857,093	\$1,939,251	\$4,496,730	\$7,328,883	\$8,593,999	\$9,761,569	\$11,201,206
Scenario B	Water Rate Increases	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
	Combined (Water & Wastewater) Reserve Fund	\$740,129	\$1,091,031	\$1,195,649	\$843,199	\$1,657,041	\$3,963,286	\$6,567,252	\$7,633,358	\$8,637,738	\$9,959,852
Scenario C	Water Rate Increases	2%	2%	6%	3.5%	3%	3%	3%	2%	2%	2%
	Combined (Water & Wastewater) Reserve Fund	\$731,314	\$1,063,449	\$1,177,093	\$839,862	\$1,670,620	\$3,995,550	\$6,620,054	\$7,693,975	\$8,691,144	\$9,985,495

Note: wastewater rate increases of 2% are assumed across all three scenarios

Debt Capacity

- 1 • Provincially mandated upper-limit for debt is 25% of your own revenues (taxes, user fees, etc.)
- 2
- 3
- 4 • Most municipalities set targets below – approximately 15%
- 5
- 6 • Township's debt repayment limits:
 - 25% - \$50,446,659
 - 20% - \$38,981,707
 - 15% - \$27,516,754
- 7

Additional Debt Issuances



Future Debt Needs for Water and Wastewater

Water Storage Facility: \$4.5M

Wastewater Pumping Station: \$2.3M

Wastewater Treatment Plant Upgrade: \$22.8M

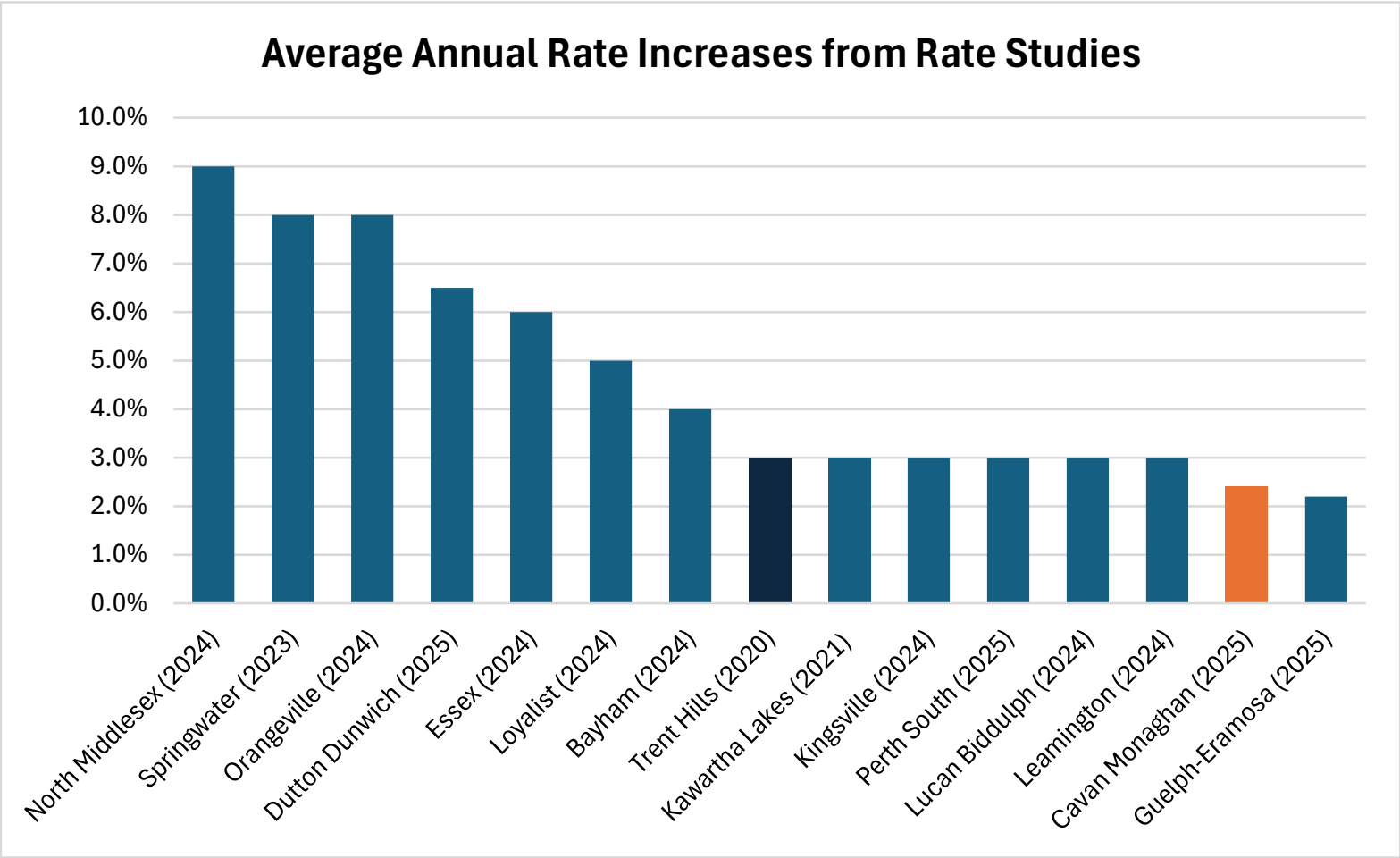
Sewage Pumping Station: \$10.9M

Average Annual Residential Bill – Based on 150 cu.m



Annual Bill for Residential Users (5/8" or 3/4" Meter Size)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Water											
Bi-monthly Base Charge	\$69.35	\$71.43	\$73.57	\$75.78	\$78.05	\$80.40	\$82.81	\$85.29	\$87.85	\$90.49	\$93.20
Volume Rate	\$1.94	\$2.00	\$2.06	\$2.12	\$2.18	\$2.25	\$2.32	\$2.39	\$2.46	\$2.53	\$2.61
Annual Base Charge Bill	\$416.10	\$428.58	\$441.44	\$454.68	\$468.32	\$482.37	\$496.85	\$511.75	\$527.10	\$542.92	\$559.20
Annual Volume Bill	\$291.00	\$300.00	\$309.00	\$318.00	\$327.00	\$337.50	\$348.00	\$358.50	\$369.00	\$379.50	\$391.50
Total Water Bill	\$707.10	\$728.58	\$750.44	\$772.68	\$795.32	\$819.87	\$844.85	\$870.25	\$896.10	\$922.42	\$950.70
Annual % Increase - Water Bill		3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Wastewater											
Bi-monthly Base Charge	\$128.36	\$130.93	\$133.55	\$136.22	\$138.94	\$141.72	\$144.55	\$147.45	\$150.39	\$153.40	\$156.47
Volume Rate	\$2.65	\$2.70	\$2.75	\$2.81	\$2.87	\$2.93	\$2.99	\$3.05	\$3.11	\$3.17	\$3.23
Annual Base Charge Bill	\$770.16	\$785.56	\$801.27	\$817.30	\$833.65	\$850.32	\$867.33	\$884.67	\$902.37	\$920.41	\$938.82
Annual Volume Bill	\$397.50	\$405.00	\$412.50	\$421.50	\$430.50	\$439.50	\$448.50	\$457.50	\$466.50	\$475.50	\$484.50
Total Wastewater Bill	\$1,167.66	\$1,190.56	\$1,213.77	\$1,238.80	\$1,264.15	\$1,289.82	\$1,315.83	\$1,342.17	\$1,368.87	\$1,395.91	\$1,423.32
Annual % Increase - Wastewater Bill		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Total Combined Bill	\$1,874.76	\$1,919.15	\$1,964.21	\$2,011.48	\$2,059.47	\$2,109.69	\$2,160.67	\$2,212.42	\$2,264.97	\$2,318.33	\$2,374.02
Annual % Increase - Combined Bill		2.37%	2.35%	2.41%	2.39%	2.44%	2.42%	2.40%	2.38%	2.36%	2.40%

Average Rate Increases in Other Municipalities



Sample Water and Wastewater Bill Based on Annual Usage of 150 cu.m



- 1
- 2
- 3
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Note:

Water & sewer billing is on a bi-monthly basis

WATER & SEWER BILLING

Customer Number:
0000099999
WATER & SEWER RECEIVABLE

Invoice Number: 085862
Billing Date: OCT 13, 2020
Due Date: NOV 30, 2020
Amount Due: 286.89
Amount Enclosed \$ _____

Residential (Example Bill)
123 Street Address
Millbrook, ON
L0A 1G0

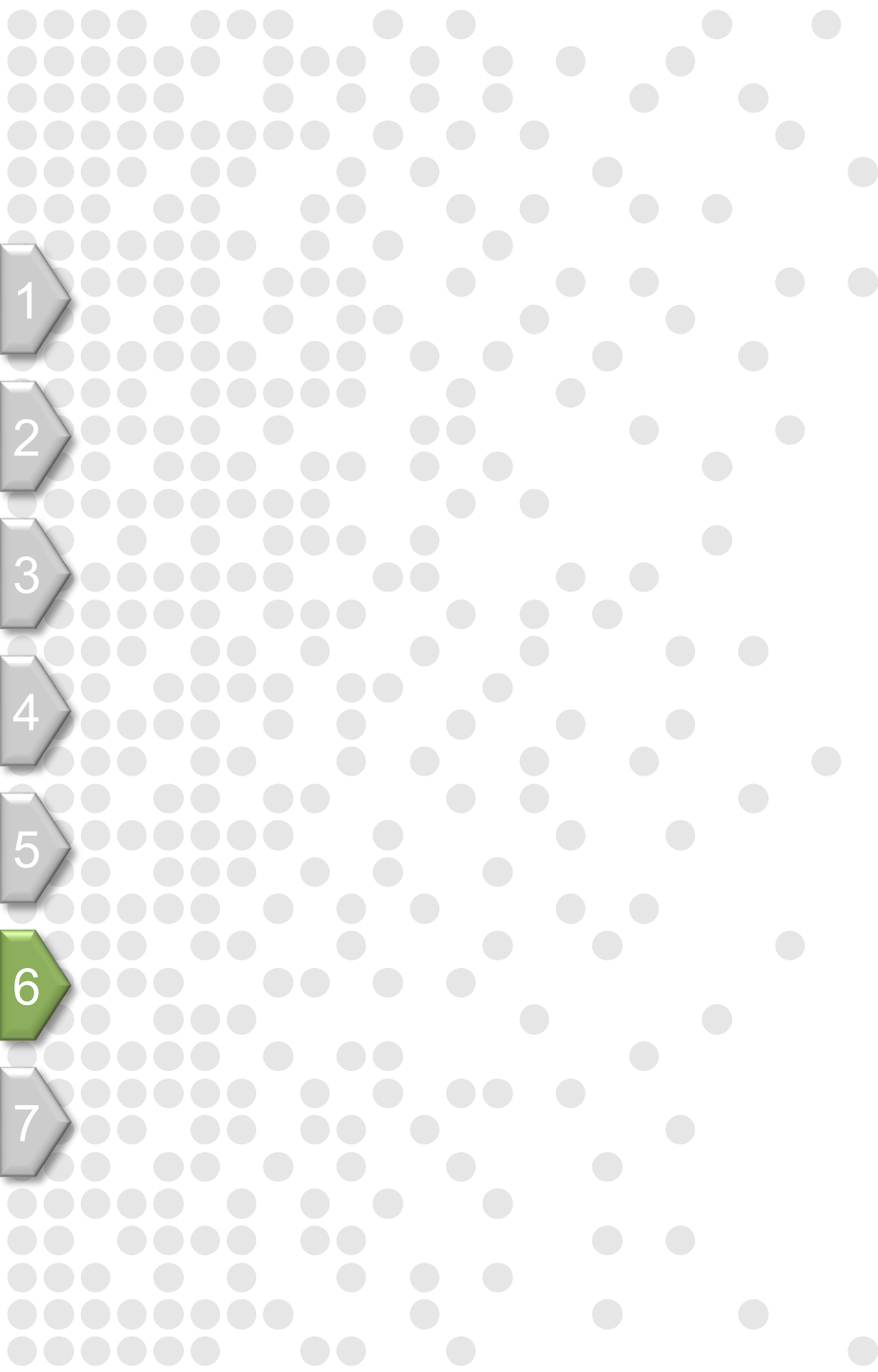
Please detach and return this portion with your payment.

Invoice	Description	Amount
085862 Route # 8 - October 2020 Billing Service		
Address: 123 Street Address		
Meter: 99999999		
	Reading	
Current:	37,978.0 OCT 13, 2020	Actual
Prior:	37,744.0 AUG 13, 2020	X Multiplier 0.1000
Consumption:	23.34 Cubic Metres	Billing Days: 60
Sewer Charges		58.12
23.34 Cubic Metres at 2.49 =	58.12	
Sewer Fixed Charge 15 Mm Meter		120.94
Water Charges		42.48
23.34 Cubic Metres at 1.82 =	42.48	
Water Fixed Charge 15 Mm Meter		65.35
Billing Amount		286.89

Account
0000099999
Residential (Example Bill)
123 Street Address
Millbrook, ON
L0A 1G0

New Charges 286.89
Balance Due 286.89
Due Date NOV 30, 2020
After Due Date 315.58

A finance charge of 10.00% is added to balances not paid before due date.



Ontario Regulation 453/07: Water Financial Plan

Township of Cavan Monaghan
2025 Rate Study Education Session

Ontario Regulation 453/07 Water Financial Plan



- 1
 - 2
 - 3
 - 4
 - 5
 - 6
 - 7
- All municipalities providing water services are required to be licensed to operate the water system(s)
 - Part of the licensing requirement is for the Township to submit a Financial Plan to the Province

Summary of O.Reg. 453/07 Requirements



- 1 • The plan is considered a living document but will need to be undertaken at a minimum every five years
- 2 • The plans are generally consistent with the "Watson" Approach in forecasting the capital, operating and reserve fund positions, providing detailed inventories, forecasting future volumes and calculation of the rates.
- 3 • The additional requirements include the PSAB information for each year of the forecast (i.e. total non-financial assets, tangible capital assets acquisitions, tangible capital asset construction, betterments, write downs, disposals, total liabilities and net debt)
- 4 • The financial plans must be made available upon request to the public (without charge) and on the Township's web site. The availability of this information must also be advertised
- 5
- 6
- 7

What Does All of This Mean?



- 1 • Reporting is mandatory for Water and encouraged for Wastewater services
- 2 • The intent of the legislation is for:
 - 3 ○ municipalities to project future activities for capital (including inventory renewal), operating, reserves and customers (and usage) and then
 - 4 ○ report it to the Province in PSAB 3150 financial statement format (projected into the future)
- 5 • The O. Reg. 453/07 Study must be approved but the forecasted rates (i.e. beyond 2026) do not have to be approved at this time (may be reviewed in detail during next budget cycle)
- 6 • The Rate study provides the basis projecting the financial information on which the O. Reg. report will be prepared
- 7

Rate Study vs. O.Reg 453.07 Reporting Format



Significant Revision Areas	Rate Study	O.Reg 453.07 Financial Plan
Approach	"Modified Cash Basis"	"Full Accrual Basis"
Capital Requirements	Capital Forecast	Tangible Capital Assets
Previously acquired assets	Lifecycle Cost Analysis (Future Replacement)	Tangible Capital Assets (Historical Cost)
Debt Payments	Principal & Interest Expense	Interest Expense Principal: Debt reduction
Amortization	Not Applicable	Included in Operating Expenses
Reserve Transfers	Included as an expense	Part of "Accumulated Surplus"
Development Charge Reserve Fund Balances	Reserve Fund Continuity Schedule	Deferred Revenue

Questions



1

2

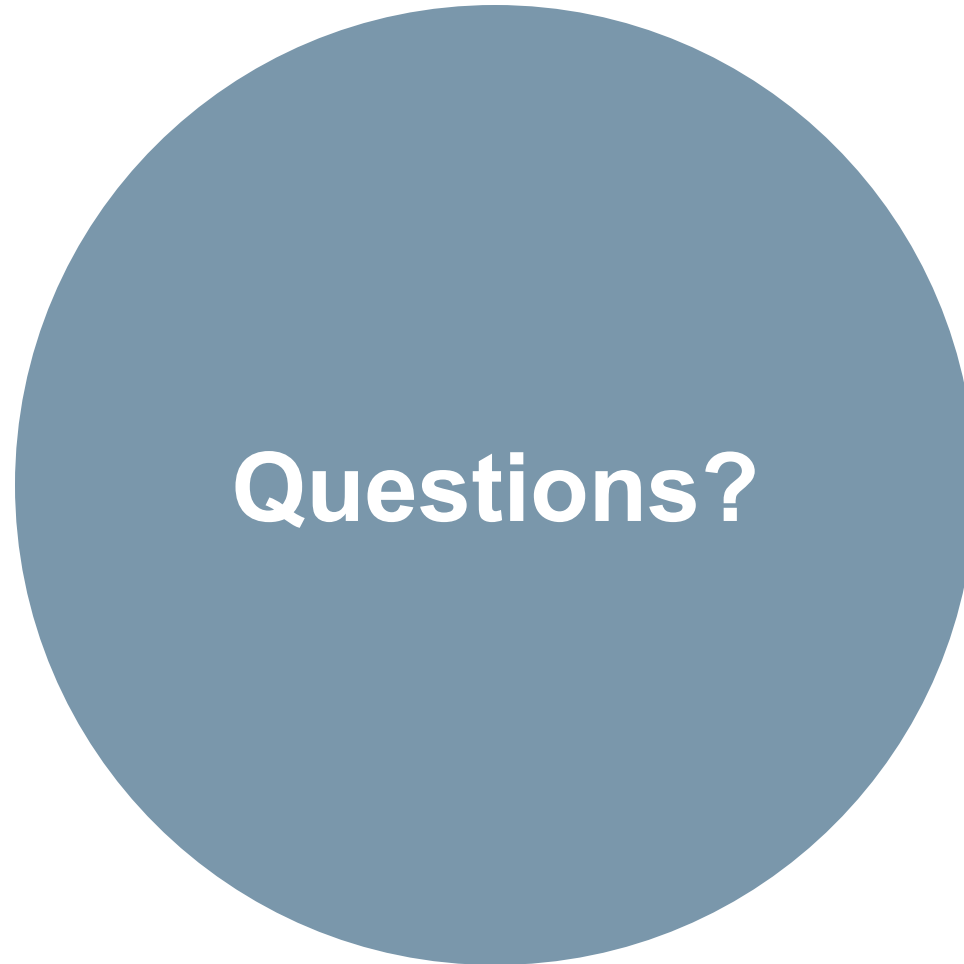
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4

5

6

7



Questions?

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

**Monday, October 6, 2025
11:00 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
Staff	Yvette Hurley	CAO
	Cindy Page	Clerk
	Mark Froment	Deputy Clerk
	Wayne Hancock	Director of Public Works
	Kyle Phillips	Manager of Development Services/CBO
	Chris Manduca	Public Works Clerk/Waste Management Coordinator
	Drew Hutchison	Engineering Technologist
	Brigid Ayotte	Economic Development/Communications Officer
	Bill Balfour	Fire Chief

1. Call to Order

Mayor Graham called the meeting to order at 11:00 a.m.

2. Land Acknowledgement

Mayor Graham recited the land acknowledgement.

3. Approval of the Agenda

R-2025-236

Moved by: Byrne

Seconded by: Nachoff

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-2025-237

Moved by: Byrne

Seconded by: Huntley

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.

Carried

5.2 Minutes of the Closed Session held September 15, 2025

5.3 Elmdale Road Property Update

5.4 Report - CAO 2025-09 3 and 5 Center Street

Mayor Graham recessed at 11:41 a.m. until 1:00 p.m.

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

7. Report from Closed Session

There was no report from Closed Session.

8. Minutes

8.1 Minutes of the Regular Meeting held September 15, 2025

R-2025-238

Moved by: Nachoff

Seconded by: Byrne

That the minutes of the Regular Meeting held September 15, 2025 be approved as presented.

Carried

9. Minutes from Committees and Boards

9.1 Millbrook Valley Trails Advisory Committee Meeting Minutes of May 26, 2025 and June 23, 2025

R-2025-239

Moved by: Huntley

Seconded by: Nachoff

That the minutes of the Millbrook Valley Trails Advisory Committee Meeting held May 26 and June 23, 2025 be approved as presented.

Carried

9.2 Cavan Monaghan Public Library Board Meeting Minutes of June 17, 2025

R-2025-240

Moved by: Byrne

Seconded by: Nachoff

That the minutes of the Cavan Monaghan Public Library Board Meeting held June 17, 2025 be received for information.

Carried

9.3 Municipal Revitalization and Heritage Advisory Committee Meeting Minutes of June 19, 2025

9.4 Sustainability Advisory Committee Meeting Minutes of June 26, 2025

9.5 Accessibility Advisory Committee Meeting Minutes of August 28, 2025

R-2025-241

Moved by: Huntley

Seconded by: Edgerton

That the minutes of the Municipal Revitalization and Heritage Advisory Committee Meeting held June 19, 2025 and the Sustainability Advisory Committee Meeting held June 26, 2025 and the Accessibility Advisory Committee Meeting held August 28, 2025 be approved as presented.

Carried

10. Reports

10.1 Report - ECD 2025-09 2025 Community Improvement Plan Grant Program Recipient

R-2025-242

Moved by: Byrne

Seconded by: Nachoff

That Council accepts the proposed 2025 Community Improvement Plan Grant Recipient 10 Prince Street as presented and \$10,000 be allocated from the Community Improvement Plan Incentives Capital Budget.

Carried

10.2 Report - Public Works 2025-14 Waste Management Update - Recycling

R-2025-243

Moved by: Nachoff

Seconded by: Huntley

That Council receive Public Works Report 2025-14 on Waste Management as information; and

That Council support the resolution regarding producer responsibility as follows:

Whereas under Ontario Regulation 391/21: Blue Box, producers are fully

accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only; and

Whereas 'ineligible' sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings and not-for-profit organizations, such as shelters and food banks; and

Whereas should a municipality continue to provide services to the 'ineligible sources', the municipality will be required to oversee the collection, transportation, processing of the recycling, assuming 100% of the cost which amounts to yet another provincial municipal download; and Whereas these costs will further burden the municipalities' finances and potentially take resources away from vital infrastructure projects;

Therefore be it resolved the Council of The Corporation of the Township of Cavan Monaghan hereby request that the Province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources; and Further resolved that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; Todd McCarthy, Minister of the Environment, Conservation, and Parks; Mike Harris, Minister of Natural Resources; and Laurie Scott, Member of Provincial Parliament for Haliburton-Kawartha Lakes-Brock.

Carried

10.3 Report - Public Works 2025-15 Tapley Quarter Line Unopened Road Allowance

R-2025-244

Moved by: Huntley

Seconded by: Nachoff

That Council declare the Unopened Road Allowance Concession 3, Pt Lot 6 and 7 as surplus as per the Disposition of Land By-law No. 2016-07; and That Council direct staff to have this Unopened Road Allowance appraised for the sale of land.

Recorded	For	Against
Graham		X
Edgerton		X
Huntley	X	
Nachoff		X
Byrne		X
Results	1	4
		Defeated

R-2025-245

Moved by: Nachoff

Seconded by: Edgerton

That Council not support declaring the Unopened Road Allowance

Concession 3, Pt Lot 6 and 7 as surplus as per the Disposition of Land By-law No. 2016-07.

Carried

10.4 Council/Committee Verbal Reports

Councillor Nachoff spoke to the Millbrook Valley Advisory Committee Meeting noting they finalized the 2026 Budget request and are preparing for the 2026 budget delegation to support their request.

Mayor Graham spoke to budget preparation discussions at both the Library Board Meetings last month and the upcoming meeting for the 2026 request and noted the great work that is being executed as part of the ICIP grant at the library and Old Millbrook School.

Deputy Mayor Huntley thanked staff and the BIA for the fantastic successful Fall Festival held on October 4th.

Councillor Byrne noted on behalf of the Kawartha Conservation Authority that the Ken Reid Park is finally cleaned up and open after the weather this fall and past winter. He offered a special thank you to Brigid and staff for the usage of the visual signage at the fire hall and blackboards to provide updates on the upcoming events to the public.

R-2025-246

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

12.1 Letter from Ontario Lottery and Gaming Corporation Re: Cease of Slot Operations - Township of Cavan Monaghan

R-2025-247

Moved by: Graham

Seconded by: Edgerton

That Council receive the letter from the Ontario Lottery and Gaming Corporation regarding the cease of slot operations in the Township of Cavan Monaghan for information; and

That Council direct Staff to draft a letter of advocacy noting the significant implications from a financial and employment perspective as well as the continued support for harness racing and the importance of it to the agricultural community and send it to the Honourable Doug Ford, Premier of Ontario, Laurie Scott, Member of Provincial Parliament for Haliburton-

Kawartha Lakes-Brock and the appropriate Minister for harness racing.

Carried

13. Correspondence for Action

There was no Correspondence for Action.

14. By-laws

14.1 By-law No. 2025-44

R-2025-248

Moved by: Nachoff

Seconded by: Byrne

That By-law No. 2025-44 being a by-law to execute a Ontario Transfer Payment Agreement (TPA) on the Municipal Housing Infrastructure Program - Housing-Enabling Core Servicing Stream between His Majesty the King, as represented by the Minister of Infrastructure, and the Corporation of the Township of Cavan Monaghan for access to funding be read a first, second and third time and passed this 6th day of October 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. 2025-45 being a by-law to confirm the proceedings of the meeting held October 6, 2025

R-2025-249

Moved by: Edgerton

Seconded by: Nachoff

That By-law No. 2025-45 being a by-law to confirm the proceedings of the meeting held October 6, 2025 be read a first, second and third time and passed this 6th day of October signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

18. Adjournment

R-2025-250

Moved by: Edgerton

Seconded by: Huntley

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn
at 1:46 p.m.

Carried

Matthew Graham
Mayor

Cindy Page
Clerk



Minutes
The Township of Cavan Monaghan
Millbrook Downtown BIA Board of Management

February 13, 2025
8:00 a.m. – 10:00 a.m.
Council Chambers Meeting Room

Those Directors on the Board of Management were:

Kathie Lycett:	Chair
Sarah Cooling:	Vice Chair
Timmi Brady	Sent regrets
Zack Thibaudeau	Treasurer
Ryan Huntley:	Council Representative

- 1. Open Session**
- 2. Call to Order & Land Acknowledgement**

The Chair called the meeting to order at 8:01 a.m.

- 3. Approval of the Agenda:**

Motion to Approve the amended Agenda

Moved by: Ryan Huntley

Seconded by: Zack Thibaudeau

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/Presentations

Delegation of Brittany Markovski, Nexicom, on proposal for the new website to be deferred to the March meeting.

7. Minutes

7.1. Minutes of the Meeting held Thursday January 9, 2025

Motion to Approve Minutes.

Moved by: Ryan Huntley

Seconded by: Zack Thibaudeau

Carried

8. Business arising from the Minutes

None

9. Reports

1. Treasury Report (Zack)

9.1.1 Bank Account Activity as of December 31, 2024:

Deposits

\$2000 – Tall Pines Filming Revenue 01-25-299-00000-4700

\$6429.33 – 2019-2022 HST Rebate (GL TBD) This amount is \$8,179.33 minus \$1750.00 (01-25-299-00000-6150 Contracted Services) for 2024 webpage on Township Website with BIA Business Directory

\$2548.00 – Eventbrite CITV Breakfast with Santa - 01-25-299-29002-4808

\$894.87 – Eventbrite CITV Vendors 01-25-299-29003-4808

Balance as of December 1, 2024: \$57,418.19

Total Deposits: \$11,872.20

Cheques Cleared: \$7,580.09

Closing Balance: \$61,710.30

Deposits January 2025: \$0

The Marketing Committee is currently working on the Door Hangers and will be meeting next Wednesday or Thursday in the morning. Kathie is organizing this meeting.

Timmi is currently taking a leave of absence from both 4th Line and the Board of Management, however she will continue to work on the Marketing Committee. The Board recognized Kim Blackwell of 4th Line Theatre as a replacement for Timmi Brady.

10.3.Events (All)

10.3.1.Confirm 2025 Event Schedule

- Saturday, April 19th - Easter/Spring Event - Road Closures requested for King Street East between Tupper and Union Streets, and, all of Needler's Lane
- Thursday, July 24th - Ladies Night - Road Closure requested for King Street East between Tupper and Union Streets
- Saturday, December 6th - Christmas Event - Road closures requested same as Christmas Event 2024

10.3.2.Check list for 2025 Events to comply with Health, Fire and Insurance requirements

The Marketing committee has agreed to take on this task and will present on this topic at the March 2025 BIA Meeting.

10.3.3.BIA Breakfast

To be taken on by the Marketing Committee.

10.4.Associate Membership

None.

Cheques Cleared January 2025: \$3,172.13

Closing Balance January 31, 2025: \$58,538.17

Motion to receive the Treasury report moved by: Ryan Huntley

Seconded by: Zack Thibaudeau

Carried

9.1.2 Cheque Requisitions

None

9.1.3 Filming Revenue Update

No expectation of further filming at this time.

9.1.4 Eventbrite Verification

The Chair and Treasurer continue to work on resolving the Eventbrite Verification issue.

9.1.5 Budget Review

The Finance Department sent a report on actuals vs. budgeted for 2024, however it has not yet been reconciled as Eventbrite deposits have not been finalized, as such they Budget Review will be deferred.

Motion to Receive Reports moved by: Sarah Cooling

Seconded by: Ryan Huntley

Carried

10. General Business

10.1 Decorating Committee Update (Ryan)

Nothing to Report at this time.

10.2 Marketing Committee Update (Timmi)

**10.5.Set Policies for Board of Management and Membership Meetings re:
Attendance, quorum, voting and reporting.**

Deferred. The Chair and Vice Chair will meet to discuss and draft these policies, to be discussed at the March meeting.

10.6.OBIAA Conference 2025

It is unclear if anyone will be attending the conference this year. It will be determined at a later date.

Motion to accept reports moved by: Ryan Huntley
Seconded by: Zack Thibaudeau

Carried

11. Correspondence

None.

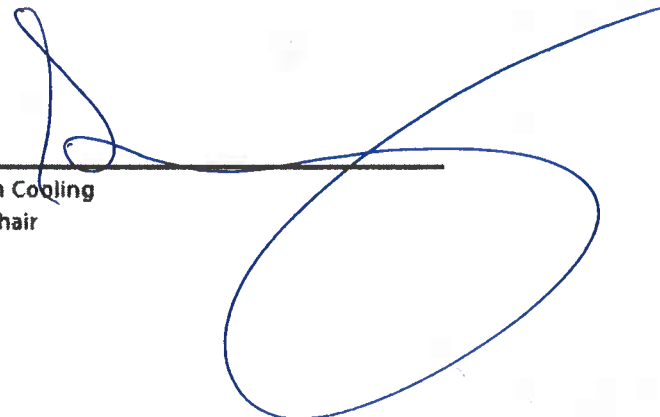
12. Adjournment

Motion to adjourn at 8:45 a.m. by: Zack Thibaudeau
Seconded by: Ryan Huntley

Carried

Next Meeting Date – March 13, 2025 at 8:00 a.m.

X 
Kathie Lycett
Chair

X 
Sarah Coaling
Co-Chair



Regular Council Meeting

To:	Mayor and Council
Date:	October 20, 2025
From:	Kimberley Pope, Director of Finance
Report Number:	Finance 2025-10
Subject:	Municipal Ice Storm Assistance (MISA) Program

Recommendations:

1. That Council requests assistance under the Municipal Ice Storm Assistance Program, and
2. That Council delegates authority to Kimberley Pope, Director of Finance, to verify and attest to the accuracy of the attached application package submitted to the Ministry.

Overview:

In response to the significant damage caused by the March 2025 ice storm, the Township of Cavan Monaghan has identified eligible incremental costs directly linked to emergency response, cleanup, and infrastructure recovery efforts. These costs exceed the municipality's regular operating budget and are not covered by insurance, qualifying them for reimbursement under the Municipal Ice Storm Assistance (MISA) a program administered by the Ministry of Municipal Affairs and Housing.

This report seeks Council's approval to formally request financial assistance through the MISA program and to delegate authority for submission and verification of the application package.

Council Resolution:

- Whereas the municipality of the Township of Cavan Monaghan has incurred eligible costs directly linked to the March 2025 ice storm, and
- Whereas these costs meet the criteria outlined under the Municipal Ice Storm Assistance (MISA) Program administered by the Ministry of Municipal Affairs and Housing,

- Therefore be it resolved that the Council of the Corporation of the Township of Cavan Monaghan hereby requests assistance under the Municipal Ice Storm Assistance Program, and
- Further that Kimberley Pope, Director of Finance, is hereby delegated authority to verify and attest to the accuracy of the attached application package submitted to the Ministry.

Financial Impact:

There is no additional cost associated with this report.

Linkage to the Strategic Plan:

The Township of Cavan Monaghan's application to the Municipal Ice Storm Assistance (MISA) Program directly supports the goals outlined in the municipality's Strategic Plan by promoting financial sustainability, environmental stewardship, and community safety. By seeking provincial funding to offset eligible costs from the March 2025 ice storm, the Township demonstrates responsible fiscal management and proactive recovery planning. This initiative aligns with the Strategic Plan's commitment to resilient infrastructure, sustainable practices, and responsive municipal services.

Attachment:

None

Respectfully Submitted by,

Kimberley Pope
Director of Finance/Treasurer

Reviewed by,

Yvette Hurley
Chief Administrative Officer



Regular Council Meeting

To:	Mayor and Council
Date:	October 20, 2025
From:	Wayne Hancock, Director of Public Works
Report Number:	Public Works 2025-16
Subject:	Proposed Five (5) Year Watermain and Corresponding Roads Capital Program

Recommendations:

1. That Council approve the Five (5) Year Capital Program for the watermain replacement; and
2. That Council approve the Five (5) Year Capital Program for road replacement to co-inside with the watermain program; and
3. That Council approve the survey, design & tendering of these projects by Valdor Engineering Ltd. In the amount of \$224,500.00

Background:

Staff have previously advised Council during the annual budget process that we presently have a ten (10) year program for the replacement of the older watermain in Millbrook. These watermain were installed under a Provincial program in 1975 and 1976 and these watermain are just over fifty years old, which is the asset life expectancy of these watermain. The watermain are constructed of thin walled P.V.C. material and although, they were the material of the day in the 1970's, they are substandard to the Blue Brute material used today.

Most recently, we have had two very large watermain breaks within 24 hours and it affected the drinking water in the Millbrook area for over four days. This was related to two watermain breaks on Dufferin Street. Given the state of this critical infrastructure Council approved this watermain replacement for this fall.

Overview:

Staff are recommending that the present ten (10) year watermain replacement program be replaced with a much more expedient program and the works completed over a five

(5) year period. This recommendation is based on the fact that these watermain are at a critical point in life expectancy and we are not certain of their structural adequacy.

Attachment No. 1 shows all the watermain in Millbrook that are poor or very poor condition and proposes the Five (5) Year Capital Program for replacement of all watermain. The watermain sections and affected streets are labelled.

The table below outlines the watermain location on each street, the year of the proposed replacement and the estimated cost of these works. Each section has a detailed estimated cost, and we have allowed a 20 % contingency each year for engineering and unforeseen costs. The estimated costs of these works are \$783,072.00 in 2026, \$1,003,416.00 in 2027, \$1,330,032.00 in 2028, \$734,688.00 in 2029, and \$751,656.00 in 2030.

Watermain Estimates						
Street	2025	2026	2027	2028	2029	2030
Dufferin Street	209,851					
Anne Street		106,080				
Cavan Street		220,740				
Frederick Street		325,740				
Anne Street			235,920			
Distillery Street			121,440			
Needler's Lane			120,180			
Prince Street			74,700			
Princess Street			83,940			
Gravel Road				147,240		
King Street				561,120		
Bank Street North					153,420	
Centre Street					329,880	
Union Street					128,940	
Bank Street South						115,020
Hunter Street						99,120
Huston Street						166,800
Turner Street						101,160
Queen Street						85,000
Wing Street						59,280
	209,851	652,560	636,180	708,360	612,240	626,380
King Street - Restoration + Service Connection	-	-	-	400,000	-	-
Needler's Lane - Creek Crossing		-	200,000	-	-	-
	-					
Total prior to Contingency and Design	209,851	652,560	836,180	1,108,360	612,240	626,380
Contingency - 20%		130,512	167,236	221,672	122,448	125,276
Total Costs	209,851	783,072	1,003,416	1,330,032	734,688	751,656

Staff have also brought forward a Five (5) Year Road Restoration/Resurfacing Program to coincide with this watermain replacement program.

The table below outlines the estimated cost of this work annually. These estimated amounts are \$728,816.00 in 2026, \$710,798.00 in 2027, \$790,196.00 in 2028, \$684,464.00 in 2029 and \$700,018.00 in 2030. The proposed program is to provide for replacement of roadworks and sidewalk but will not include storm sewers and concrete curb and gutter. The road surface will be new pavement, but the ditches will remain. The estimated costs also include a 10% Contingency for engineering and again unforeseen extra works.

Road Estimates						
Street	2025	2026	2027	2028	2029	2030
Dufferin Street	189,320					
Anne Street		11,6080				
Cavan Street		22,0740				
Frederick Street		325,740				
Anne Street			245,920			
Distillery Street			121,440			
Needler's Lane			120,180			
Prince Street			74,700			
Princess Street			83,940			
Gravel Road				157,240		
King Street				561,120		
Bank Street North					163,420	
Centre Street					329,880	
Union Street					128,940	
Bank Street South						125,020
Hunter Street						99,120
Huston Street						166,800
Turner Street						101,160
Queen Street						85,000
Wing Street						59,280
Total - Before Contingency	189,320	662,560	646,180	718,360	622,240	636,380
Contingency - 10%		66,256	64,618	71,836	62,224	63,638
Total Cost	189,320	728,816	710,798	790,196	684,464	700,018

Staff understand this is a major shift in our capital forecast, but we recommend proceeding with this to replace these watermain in a much shorter period.

In order to proceed with a Request for Proposal (RFP) for these works should Council support staff's recommendation, we have reached out to our consultant of record on our

present municipal projects Valdor Engineering Inc. to provide estimated costs for the engineering works. Their proposal includes initial survey works, detailed design and RFP preparation for all the Five (5) Year Program. Their proposal is \$47,900.00 for the pre-engineering works and the survey of all streets included in the program and \$175,100.00 for the detailed design and preparation of construction proposals. Staff are recommending approval of this proposal to proceed with having an RFP available for early January.

Staff would also recommend calling an RFP for the work for all Five (5) Years. We believe this will be the most cost-effective way to call for this work and this would set out costs for the next five years. This is a consideration that Council will be requested to consider as part of our Capital Budget process.

The RFP would include inflationary clauses on labor and materials, but the major costs would be known, and the Contractor could be scheduled each year at the earliest possible point.

Financial Impact:

This report is requesting preapproval of both the five (5) year watermain replacement and the five (5) year capital program for roads to coincide with the watermain work.

Presently, Watson & Associates is completing our water/wastewater rate study. They have incorporated this five (5) year watermain replacement program in the study and the rates with suggested options for Councils consideration. The annual cost of the program will be identified in the Water Wastewater Rate Study which will be going before Council on November 3, 2025.

Staff will continue to investigate funding programs, but to date no Provincial/Federal Funds are available. Staff will also look at any other funding opportunities and will advise Council through our budget process.

As a note, these watermains are existing infrastructure and are not funded through Development Charges.

Attachments:

Attachment No. 1 – Five (5) Year Watermain Replacement Mapping

Respectfully Submitted by,

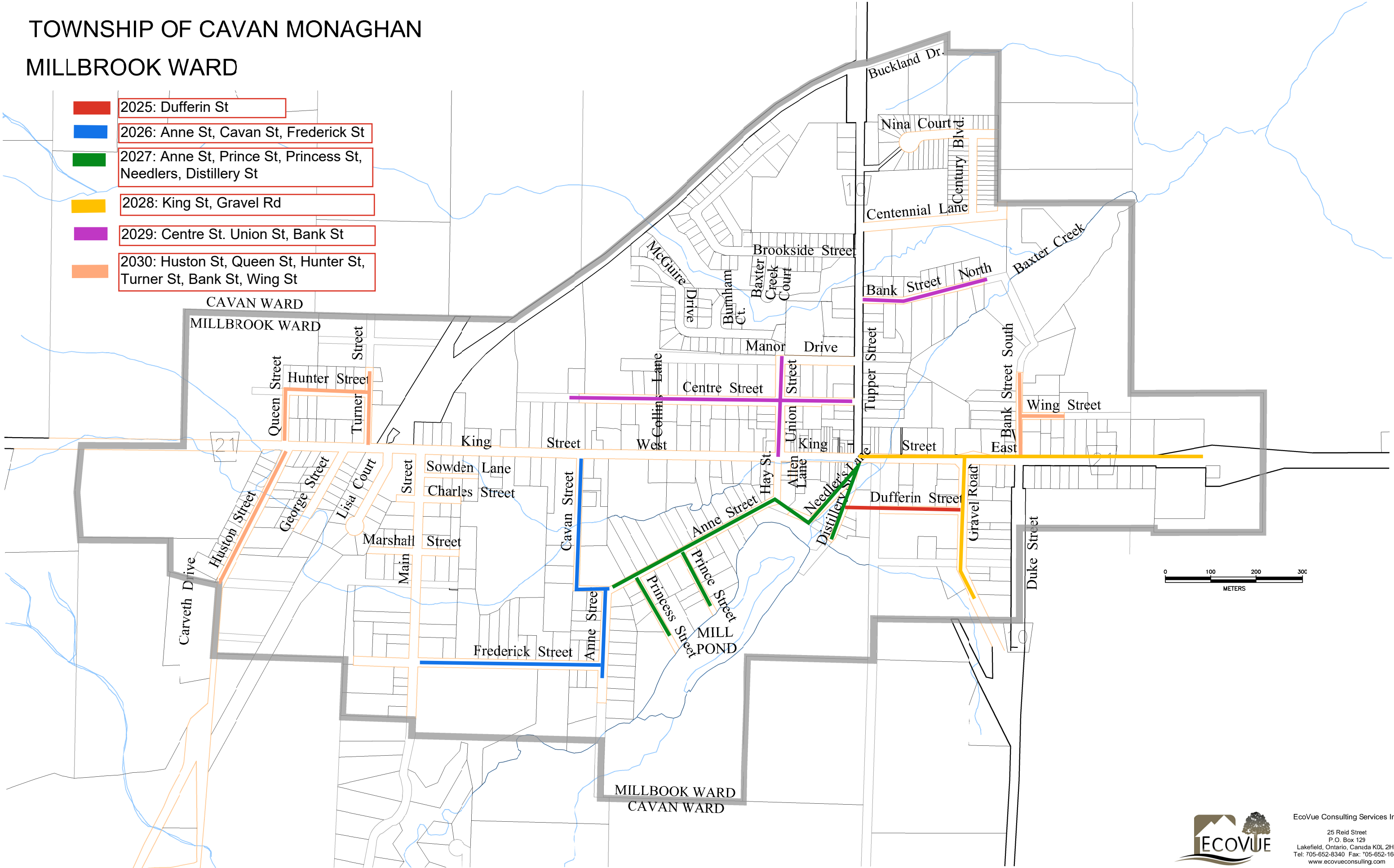
Wayne Hancock
Director of Public Works

Reviewed by,

Yvette Hurley
Chief Administrative Officer

TOWNSHIP OF CAVAN MONAGHAN

MILLBROOK WARD





Regular Council Meeting

To:	Mayor and Council
Date:	October 20, 2020
From:	Matt Wilkinson, Planner
Report Number:	Planning Report 2025-35
Subject:	Pristine Homes Part Lot Control Exemption By-law – Block 238, Plan 45M-266

Recommendations:

1. That By-law No. 2025-46 be approved to temporarily remove Part Lot Control from Block 238 on Plan 45M-266 as permitted under Section 50(7) of the Planning Act; and
2. That By-law No. 2025-46 be forwarded to Peterborough County for approval.

Overview:

Pristine Homes applied to the Township of Cavan Monaghan for an exemption of part lot control as it applies to Block 238 of Plan 45M-266 (Towerhill North). The Block is designated and zoned to permit the development of a townhouse dwelling unit on each lot. A key map showing the location of Block 238 is provided as Attachment No. 1 to this Report. Reference Plan 45M-266 is provided as Attachment No. 2 to this Report.

Part Lot Control (Section 50(5) of the Planning Act) prohibits the conveyance of a portion of a lot on a registered plan of subdivision without consent issued from the County Land Division Committee. Section (7) of the Planning Act states that despite subsection (5) Council can pass a By-law exempting Part Lot Control.

By-law No. 2025-46 has been drafted to temporarily exempt Block 238 on Plan 45M-266 from Part Lot Control. By exempting Block 238 on Plan 45M-266 from Part Lot Control, the parcel of land associated with each townhouse unit can be registered in Land Titles.

The By-law contains a sunset clause of December 31, 2029. The time frame allows the owner to construct the townhouse units, confirm the property lines, and register and convey ownership of each parcel. After December 31, 2029, Part Lot Control will once again be in effect on the land and consent would once again be required for the division of the land.

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

Financial Impact:

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

Attachments:

Attachment No. 1: Key Map
Attachment No. 2: Reference Plan 45M-266
Attachment No. 3: By-law No. 2025-46

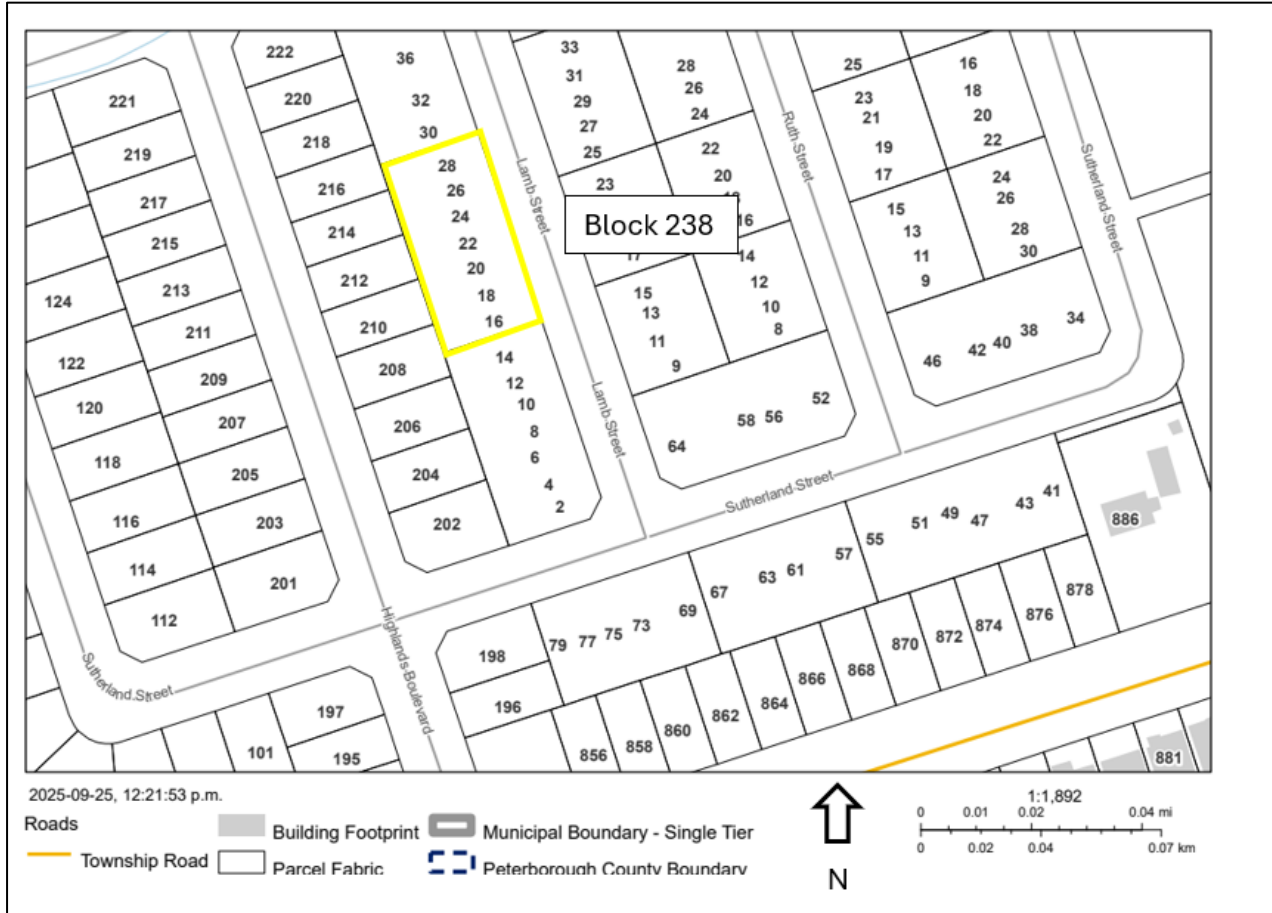
Respectfully Submitted by,

Reviewed by,

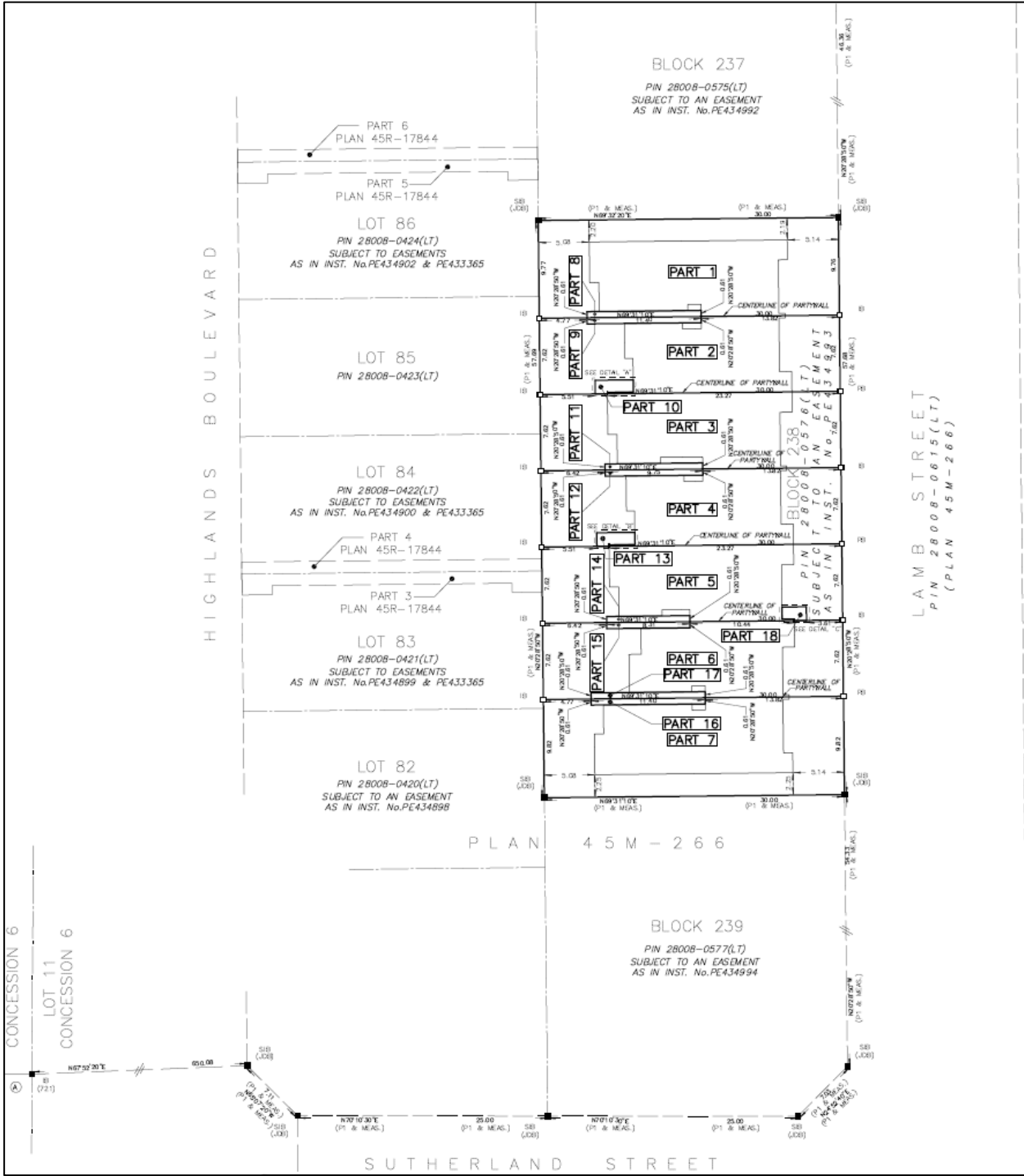
Matt Wilkinson
Planner

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map



Attachment No. 2: Reference Plan 45M-266



Attachment No. 3: By-law No. 2025-46

**The Township of Cavan Monaghan
By-law No. 2025-46**

**Being a by-law to temporarily exempt certain lands within
Registered Plan 45M-266 for the Township of Cavan Monaghan from
Part Lot Control**

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

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

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Block 238, Plan 45M-266, pursuant to Section 50(7), to permit the construction of dwelling units, one on each of the said parcels to be created by Reference Plan.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 18 inclusive on Reference Plan 45R-17888, which is a plan of survey of Block 238, Plan 45M-266, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 18 inclusive on Plan 45R-17888.

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

1. While this By-law is in effect, Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13 does not apply to Block 238, Plan 45M-266 for the Township of Cavan Monaghan
2. This By-law shall come into force and effect upon the approval of the County of Peterborough and shall continue in full force and effect until December 31, 2029, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 20th day of October, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	October 20, 2025
From:	Matt Wilkinson, Planner
Report Number:	Planning Report 2025-36
Subject:	Pristine Homes Part Lot Control Exemption By-law – Block 239, Plan 45M-266

Recommendations:

1. That By-law No. 2025-47 be approved to temporarily remove Part Lot Control from Block 239 on Plan 45M-266 as permitted under Section 50(7) of the Planning Act; and
2. That By-law No. 2025-47 be forwarded to Peterborough County for approval.

Overview:

Pristine Homes applied to the Township of Cavan Monaghan for an exemption of part lot control as it applies to Block 239 of Plan 45M-266 (Towerhill North). The Block is designated and zoned to permit the development of a townhouse dwelling unit on each lot. A key map showing the location of Block 239 is provided as Attachment No. 1 to this Report.

Part Lot Control (Section 50(5) of the Planning Act) prohibits the conveyance of a portion of a lot on a registered plan of subdivision without consent issued from the County Land Division Committee. Section (7) of the Planning Act states that despite subsection (5) Council can pass a By-law exempting Part Lot Control.

By-law No. 2025-47 has been drafted to temporarily exempt Block 239 on Plan 45M-266 from Part Lot Control. By exempting Block 239 on Plan 45M-266 from Part Lot Control, the parcel of land associated with each townhouse unit can be registered in Land Titles.

The By-law contains a sunset clause of December 31, 2029. The time frame allows the owner to construct the townhouse units, confirm the property lines, and register and convey ownership of each parcel. After December 31, 2029, Part Lot Control will once again be in effect on the subject land and consent would once again be required for the division of the land.

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

Financial Impact:

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

Attachments:

Attachment No. 1: Key Map
Attachment No. 2: Block 239 of Plan 45M-266
Attachment No. 2: By-law No. 2025-47

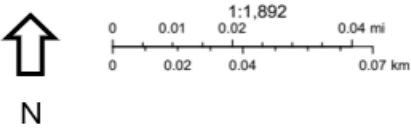
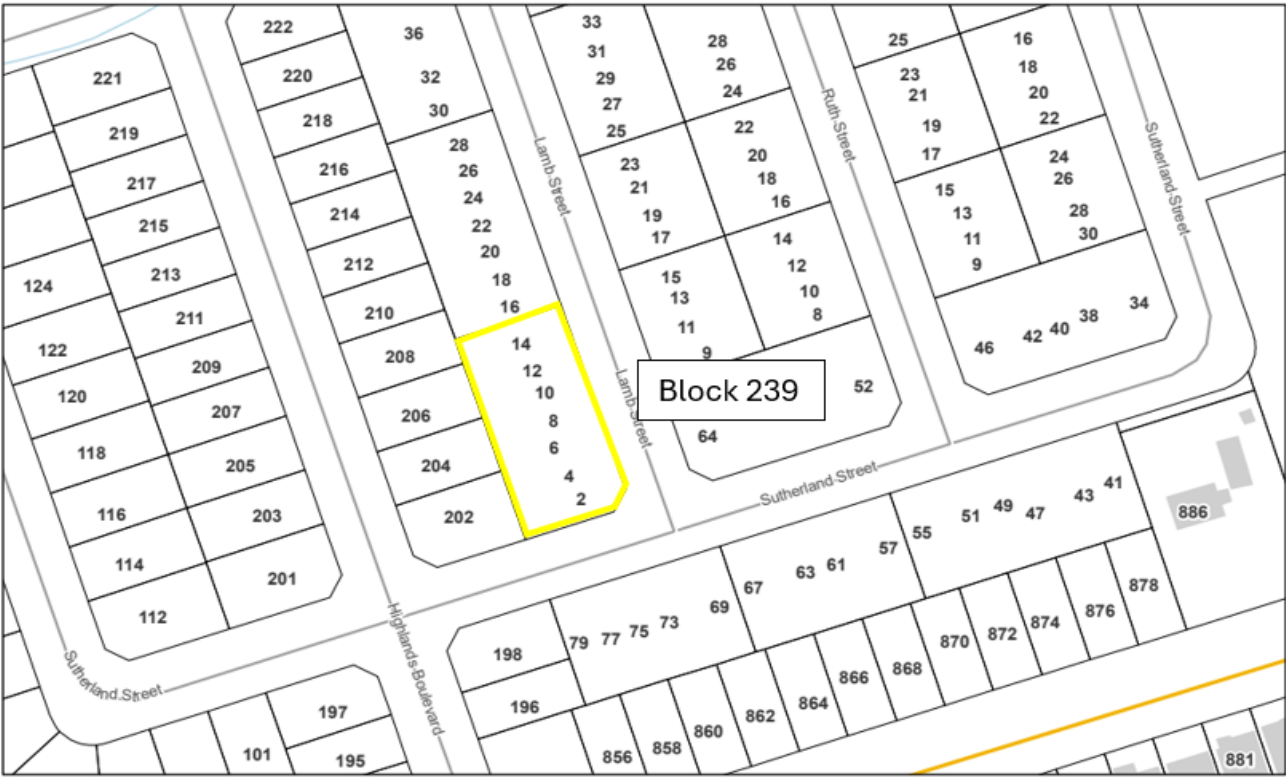
Respectfully Submitted by,

Reviewed by,

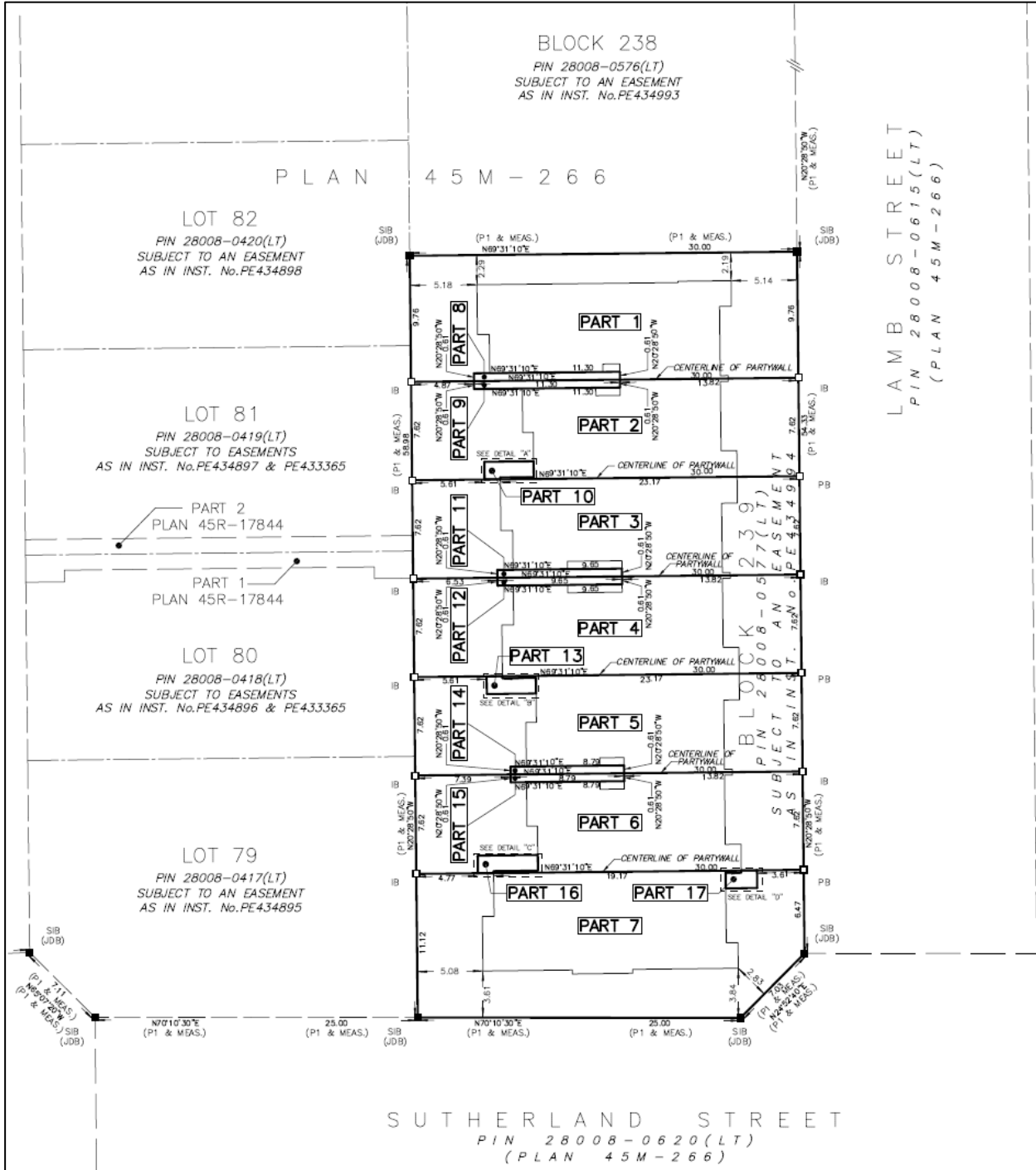
Matt Wilkinson
Planner

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map



Attachment No. 2: Block 239 of Reference Plan 45M-266



Attachment No. 3: By-law No. 2025-47

**The Township of Cavan Monaghan
By-law No. 2025-47**

**Being a by-law to temporarily exempt certain lands within
Registered Plan 45M-266 for the Township of Cavan Monaghan from
Part Lot Control**

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And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 17 inclusive on Reference Plan 45R-17889, which is a plan of survey of Block 239, Plan 45M-266, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 17 inclusive on Plan 45R-17889.

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2. This By-law shall come into force and effect upon the approval of the Council of the Corporation of the County of Peterborough and shall continue in full force and effect until December 31, 2029, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 20th day of October, 2025.

Matthew Graham
Mayor

Cindy Page
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	October 20, 2025
From:	Cindy Page, Clerk
Report Number:	Corporate Services 2025-12
Subject:	Integrated Accessibility Standards Regulation (IASR) – Multi-Year Plan Update

Recommendation:

That Council for the Township of Cavan Monaghan approve both the Integrated Accessibility Standards Regulation (IASR) Multi-Year Plan Update 2025 and the Integrated Accessibility Standards Regulation (IASR) Multi-Year Plan 2025-2029.

Overview:

At the Regular Meeting of September 2, 2025, Council approved the Updated Integrated Accessibility Standards Regulation (IASR) Policy as part of Report Corporate Services 2025-11. The IASR Policy was revised to include the legal requirements and changes to O. Reg. 191/11. As outlined in the report Staff were developing an updated draft of the Multi-Year Plan to be brought to the Accessibility Advisory Committee for consultation, as required under O. Reg. 191/11, before presenting a report on it to Council.

Staff have reviewed the items in the 2013 IASR Multi-Year Plan and updated the status on the actions to date. Since 2014, Staff have identified the following accomplishments that have been completed to reduce accessibility barriers throughout the Township:

- Renovations to the Municipal Office bathroom to ensure accessibility
- Front counters at Reception and Finance are wheelchair accessible
- Two-way communication device at reception
- Braille on office wayfinding signage
- Automatic door openers on facilities
- Accessible washroom upgrades at the Old Millbrook School
- New playgrounds with accessible equipment (e.g. Highlands Park)
- Paved pathways to Highlands Park amenities
- Station Trail was designed to be an accessible trail
- A new fully accessible Community Center with the ice surface designed for sledge hockey
- Accessible splash pad with age and ability appropriate zones
- A new accessible Fire Hall, Public Works Operation Centre and Millbrook Yard

Staff presented both the IASR Multi-Year Plan Update 2025 and the new IASR Multi-Year Plan to the Accessibility Advisory Committee on September 18, 2025. The Committee endorsed the proposed five (5) year plan (Attachment # 2) outlining the legislative requirements and proposed actions to implement and achieve them. The Committee will now prepare a work plan to identify initiatives to support the implementation of the proposed actions. This work plan will help form the Annual Status Report of the Multi-Year Plan that will be presented to Council annually.

Financial Impact:

None at this time.

Linkage to the Strategic Plan:

This Policy supports the value of inclusivity in the Strategic Plan by ensuring services, opportunities, and resources are accessible to everyone. It aligns with Strategic Priority #2, Community Vitality, Objective 1: Enhance and optimize recreation in the Township and Objective 4: Build upon indoor & outdoor spaces to promote health and wellness.

Attachments:

Attachment #1. Integrated Accessibility Standards Regulation (IASR) Multi-Year Plan Update 2025

Attachment #2. Integrated Accessibility Standards Regulation (IASR) Multi-Year Plan 2025-2029

Respectfully submitted by,

Reviewed by,

Cindy Page
Clerk

Yvette Hurley
Chief Administrative Officer

Township of Cavan Monaghan
Integrated Accessibility Standards Regulation (IASR)
Multi-Year Plan Update - 2025

Requirement	Compliance Deadline	Action to be Taken	Status	Update
Part 1: General Provisions				
Develop an Integrated Accessibility Standards Regulation (IASR) Policy	January 1, 2014	- Develop, implement and maintain an Integrated Accessibility Standard Regulation (IASR) Policy, including a Statement of Organizational Commitment - Make the IASR Policy available to the public	- The Township of Cavan Monaghan has developed an IASR policy that addresses the requirements in the Integrated Accessibility Standards Regulation (IASR) and includes a Statement of Organizational Commitment. - The IASR Policy is to be placed on Township of Cavan Monaghan's	- The IASR was updated and adopted by Council on September 2, 2025 to include the Ontario Regulation 429/07, Accessibility Standards for Customer Service, was revoked in July 2016 and many of the standards for customer service are now found in O. Reg. 191/11. - The IASR Policy is on the Township website.

			website, once approved by Council.	
Develop an IASR Multi-Year Plan	January 1, 2014	- Establish, implement, maintain and document an IASR Multi-Year Plan - Post the IASR Multi-Year Plan on the website and provided in an accessible format, upon request.	- A multi-year accessibility plan that sets out how the Township of Cavan Monaghan will comply with requirements of IASR has been developed. - Once approved by Council, it will be placed on the Township's website	- The Accessibility Advisory Committee was consulted as part of the revised Multi-Year Plan that was created with the regulation requirements of the updated IASR with actions to implement and deliver the requirements. - The multi-year plan will be added to the Township website, once approved by Council.
Report annually on the IASR Multi-Year Plan	January 1, 2015 and ongoing	- Prepare an annual status report on the progress of measures set out in the multi-year plan. - Post annual status report on website and provide in an accessible format, upon request.	Annual status report on progress of multi-year accessibility plan will be developed and placed on Township of Cavan Monaghan's website.	- An update on the status of the actions to date on the multi-year plan will be shared with the Accessibility Advisory Committee and Council. - The status update report of the multi-year plan will be added to the Township website.
Incorporate Accessibility in	January 1, 2014	Incorporate accessibility criteria and features	Wording in procurement	A review of the wording in the Procurement By-law was completed

Procuring or Acquiring Goods, Services or Facilities		when procuring or acquiring goods, services or facilities, except where it is not practicable to do so.	documents will be reviewed and updated as required, to reflect the requirements of IASR.	and updated in By-law No. 2024-54
Self Service Kiosks	January 1, 2014	• Include accessibility features when designing self service kiosks	• The Township will comply as required.	• When renovating features were considered and included when designing many of the reception areas to include adjustable display monitors, wheelchair accessible counters, communication supports, internal wayfinding signage includes braille.
Training	January 1, 2015	• Training on requirements of IASR and Human Rights Code with regard to people with disabilities, for all employees and volunteers.	• Township staff will review training material available to assess their applicability to Township of Cavan Monaghan.	• Training is provided and AODA training is required to be completed every three years. Staff will continue to review training material available and provide to employees and volunteers as required.
		• Training must be conducted when any changes occur to the IASR Policy. Must keep a record of training under this section.	• Training will be done in 2014.	• IASR Policy was updated training will be completed by Staff and a record will be kept.

Requirement	Compliance Deadline	Action to be Taken	Status	Update
Part 2: Information and Communication Standards				
Emergency information	January 1, 2012	• Provide emergency procedures, plans or public safety information in an accessible format or with appropriate communication supports, upon request.	• Complete – documents are provided in alternate formats, upon request.	• Documents are provided in an accessible format when requested and correspondence is printed in accordance with the clear print guidelines.
Feedback	January 1, 2015	• Ensure that processes for receiving and responding to feedback are accessible to persons with disabilities by providing / arranging for accessible formats and communication supports, upon request.	• Township will review all advertisements, notices to include wording that asks residents to advise if they require accommodation at any meeting or event.	• Township notices and communication platforms include wording for any requirements pertaining to accessibility for any meeting or event to be directed to the Clerk's office.

Requirement	Compliance Deadline	Action to be Taken	Status	Update
		Notify the public about the availability of accessible formats and communication supports.	Existing feedback processes and wording on Township's website will be reviewed and updated, as required.	The processes and wording on Township's website were reviewed and updated, as required.
Accessible Formats and Communication Supports	January 1, 2016	- Upon request, provide for provision of accessible formats and communication supports for persons with disabilities. - Notify the public about the availability of accessible formats and communication supports.	- Review existing procedures regarding documents in alternate formats. - Wording on the Township's website on the availability of accessible formats will be reviewed and updated, as required.	- Wording on the Township's website was reviewed and outlines the availability of accessible formats by contacting the Clerk's Office. - Procedures were reviewed and updated for providing documents in alternate formats and are part of the Cavan Monaghan Human Resources Policy Manual.
Accessible websites and web content	January 1, 2014	All new Internet websites and web content sites	Complete -The Township's website now	The Township's website conforms and will continue to be reviewed on its accessibility.

	January 1, 2021	must conform with WCAG 2.0 level A • All internet websites and web content conforms with WCAG 2.0 level AA (excluding live captioning and audio description)	conforms. The website will continue to be reviewed on its accessibility.	
Public libraries	January 1, 2013	• Provide accessible materials where they exist. • Inform public of availability of material. • Make information available in accessible formats or with communications supports on request.	• Complete - The Township's libraries currently comply.	• The Township's libraries currently comply.

Requirement	Compliance Deadline	Action to be Taken	Status	Update
Part 3: Employment Standards				
Recruitment and Retention	January 1, 2015	• Notify all candidates about availability of accommodation for applicants in recruitment process. • If applicant requests accommodation, employer shall consult with applicant prior to providing accessible accommodation.	• Notices of employment will include wording to advise applicants of the availability of accessible accommodation.	• Notices of employment include wording to advise applicants of the availability of accessible accommodations.
Employee Notification	January 1, 2015	• Policies and practices shall be provided as soon as practicable after the start of employment.	• Offer of employment shall include notification of policy for accommodating employees with disabilities	• New employees are provided policies as part of the onboarding process, including the AODA Training Module along with the Cavan Monaghan Human Resources Policy Manual.
Accessible Formats & Communication Supports for	January 1, 2014	• Employer shall provide the employee with the disability the	• This requirement will be reflected in IASR policy.	• The process is outlined in the Cavan Monaghan Human Resources Policy Manual and the IASR policy.

Employees		following in an accessible format: (a) information that is needed to perform the job (b) information that is generally available to employees in the workplace.		
Documented individual accommodation plans	January 1, 2015	• Written process for development of individual accommodation plans.	• Township of Cavan Monaghan's Work Accommodation Policy will be reviewed and updated as required.	• The Township of Cavan Monaghan's Work Accommodation Policy was reviewed and updated as part of the Cavan Monaghan Human Resources Policy Manual.
Return to work process	January 1, 2015	• Process for accommodating employees who are returning to work after a disability.	• Township of Cavan Monaghan's Return to Work Policy will be reviewed and updated as required.	• The Township of Cavan Monaghan's Return to Work Policy was reviewed and the Cavan Monaghan Human Resources Policy Manual was updated
Performance Management, Career	January 1, 2015	• Must take into account employees with	• IASR Policy reflects requirements for	• IASR Policy reflects requirements for performance management, career development and redeployment.

Development & Advancement, Redeployment		accessibility needs and employees who utilize accommodation plans	performance management, career development and redeployment.	
Workplace Emergency Response Information	January 1, 2012	• Provide individualized workplace emergency response information to employees who have a disability as required.	• Completed – a process has been put in place for employees to self-identify so that a workplace emergency response plan can be developed.	• The process is in place for employees to self-identify so that a workplace emergency response plan can be developed.



**Integrated Accessibility Standards Regulation (IASR)
Multi-Year Plan – 2025 – 2029**

Governance and Compliance

Requirement	Action
Maintain the Integrated Accessibility Standards Regulations Policy	Township Staff will maintain and review the Integrated Accessibility Standards Regulation Policy.
Update Multi-Year Plan at least every five (5) years	An updated Multi-Year Plan will be completed in consultation with the Accessibility Advisory Committee and Township Staff in 2025/2026.
Prepare annual status report on Multi-Year Plan for Council	Once the Multi-Year Plan has been in place for a year an annual status report will be prepared for Council.
Submit Accessibility Compliance Report to Ministry	The Accessibility Compliance Report to the Ministry is due by December 31, 2025, the Accessibility Compliance Report is filed every two years.

Procurement

Requirement	Action
Incorporate accessibility design, criteria, and features into procurement process	The Township has included language in the new Purchasing Policy to promote practices that abide by the principles in the AODA.

Information and Communication

Requirement	Action
Township website is compliant with WCAG 2.0 Level AA Standards	The Township website was compliant with the WCAG 2.0 Level AA Standards in January 2021. Township Staff will continue to actively review sections of the website relevant to their department to ensure the correct fonts and formatting are compliant with the standards.
Accessible forms for delivering services are available	Township Staff will review forms used for delivering services and update if required.
Accessible process for receiving and responding to feedback	Township Staff will review the process for receiving and responding to feedback and update if required.
Maintain communication supports	Township Staff have started an audit of communication supports available to people with disabilities at the primary location's customer service is provided in the Township.
Emergency Response and Management Plan available in accessible format	Staff have made available the Emergency and Response Management Plan on the Township's website in an accessible format.
Township website indicates how to request records and feedback forms in accessible formats	The Township website indicates how to request records and feedback forms in accessible formats.

Training

Requirement	Action
Provide training to all staff and volunteers on O. Reg. 191/11 and	Township Staff and volunteers will be provided training on the regulations and Township Accessibility Policies.

Township Accessibility Policies	
Provide training to all staff and volunteers on the areas of Ontario Human Rights Code applicable to people with disabilities	Township Staff and volunteers will be provided training on the areas of Ontario Human Rights Code applicable to people with disabilities.
Provide accessible customer service training to all front-line staff who provide goods and services	Accessible customer service training will be provided to all front-line staff who provide goods and services.

Employment

Requirement	Action
Provide notice of accessibility accommodations in the recruitment process	The Township provides notice to candidates of accessibility accommodations in the recruitment process.
Inform staff of all policies used to support staff with disabilities	Township Staff are provided policies outlined in the Cavan Monaghan Human Resources Policy Manual that are used to support staff with disabilities.
Maintain a written process for the creation of documented individual accommodation plans	A policy is maintained in the Cavan Monaghan Human Resources Policy Manual that outlines the process for individual accommodation plans.
Maintain a return to work process for staff requiring accommodation	A policy is maintained in the Cavan Monaghan Human Resources Policy Manual that outlines the process for staff requiring accommodation when returning to work.
Provide individual emergency	A policy is maintained in the in the Cavan Monaghan Human Resources Policy

response information for any staff requiring accommodation	Manual that outlines the process for individual emergency response plans for any Township Staff requiring accommodations.
Incorporate any accessibility needs into performance reviews and career development programs	The Township will take into account the accessibility needs of employees with disabilities and individual accommodation plans when conducting performance reviews, for career development and advancement.

Design of Public Spaces

Requirement	Action
Maintain process for the review of Site Plans by the Accessibility Advisory Committee	Township Staff will create and maintain a process for the review of Site Plans by the Accessibility Advisory Committee.
Ensure all public spaces are built to the required design standards	Township Staff will ensure all public spaces are built to the required design standards and consult with the Accessibility Advisory Committee as required.
Maintain a procedure for managing temporary disruptions of accessible infrastructure when unavailable due to maintenance or emergencies	Township Staff maintain procedures for managing temporary disruptions of accessible infrastructure when unavailable due to maintenance or emergencies.
Maintain process for consultation of Committee during construction or redevelopment of buildings, facilities, and structures	Township Staff will create and maintain a process for consultation during construction or redevelopment of buildings, facilities, and structures with the Accessibility Advisory Committee.

Customer Service

Requirement	Action
Maintain Accessible Customer Service Policy	Township Staff will review the Accessible Customer Service Policy and update if required.
Make Policy available on Township website and/or locations where services are commonly provided	Township Staff will ensure the Accessible Customer Service Policy is on the Township website and locations where customer service is commonly provided.
Maintain process for providing services and access to facilities for people using assistive devices	Policies are maintained in the Cavan Monaghan Human Resources Policy Manual outlining the process for providing services and access to facilities for people using assistive devices.
Maintain procedure for providing services and access to facilities for people using service animals	Policies are maintained in the Cavan Monaghan Human Resources Policy Manual outlining the procedure for providing services and access to facilities for people using service animals.
Incorporate accessibility features into any service kiosks acquired	The Township will incorporate accessibility features into any new service kiosks acquired.

Report and Capital Project Status

Report Status

Priority	Directed By	Date Requested	Resolution or Direction	Staff Responsible	Status
Urgent	Council	2024	ICIP Update Millbrook Arena	C. Allison	RFP awarded to Tri-Phase for a total of \$202,450
Normal	Council	2024	Woodland Management By-law	M. Wilkinson	Updating By-law in progress, pending completion of another By-law
Normal	C.A.O.	2024	Township design options for 3 and 5 Centre Street	Y. Hurley and K. Phillips/W. Hancock	Report to be delivered to Council in November 2025
Normal	Council	2024-11-18	Cenotaph Crosswalk enhancement	W. Hancock	Painting to start week of October 13
Normal	Mayor	2024	Work with the Medical Board on future governance considerations	Y. Hurley	Reviewing options and By-law considerations for a long term plan, consulting with legal
Normal	Council	2025-04-07	Update on outstanding works for new Fire Station	B. Balfour	Landscaping - Completed, Asphalt and grading - Completed, Sidewalk railing - Completed, Furnace roof access- Completed
Normal	Council	2025-08-11	Investigate and review Noise By-law	K. Phillips and C. Page	To be completed by end of 2025, staff are conducting research as part of By-law review
Normal	C.A.O.	2025-09-15	1861 Moncrief Line study update	W. Hancock and K. Phillips	The Township is proceeding with studies
Urgent	C.A.O.	2025-09-15	Growth Management Study amendment - Watson & Associates	K. Ellis and Y. Hurley	Review of draft terms of reference continuing

Report and Capital Project Status

Capital Project Status

Project List	Department	Status Update	Timeline
Corporate Strategic Plan Update	C.A.O.	Completed	Completed
2025 CIP Incentives	ECD	Receiving and reviewing applications for the 2025 program	2025 program in progress
Station Park Signage	ECD/MRHAC	Updated design approved by Council on April 7. Rail switch has been picked up. Staff are working on installation	Fall 2025
Website Gov Stack Migration	ECD	Content migration in progress	Fall 2025
Development Charges Study, 5 year update	Finance/ All Departments	Water/Wastewater Study education session to be held on Oct. 20, DC Study education session in Fall of 2025	Water/Wastewater Report November 2025, Development Charges Report February 2026
Parks and Recreation Plan Phase Three - Remaining Downtown Park/CMCC Lands	Parks and Facilities/CAO	Next Task Force meeting is October 20	Ongoing
Millbrook Valley Trails bridge replacement near Old Millbrook School	Parks and Facilities	Installation of bridge completed	Completed
Old Millbrook School - 2020 ICIP Grant	Parks and Facilities	Roofing, emergency and fire exits, HVAC, mechanicals, railing, and exterior painting completed, flooring 50 % done	Renovations in progress
Baxter Creek Floodplain SSA (Special Study Area)	Planning	Staff had meeting with Ministries and ORCA, awaiting further information from ORCA	Pending follow up from ORCA
Official Plan	Planning	Drafting of RFP has begun	RFP to be completed in Fall 2025
Fire Station No. 1	Protective Services	Completed	Completed
Replacement of 2000 GMC Tanker #T1-00	Protective Services	RFP has been awarded	RFP awarded
Replacement of 2003 Chevy C5500 Rescue Truck #R1-03	Protective Services	RFP has been awarded	RFP awarded

Project List	Department	Status Update	Timeline
Replacement of 1989 Chevy 1/2 Ton Grass Fire Unit U5-89	Protective Services	Vehicle in service	Completed
Back Up Generator for Fire Station No. 2	Protective Services	Completed and operational	Completed
New Exhaust System for Fire Station No. 2	Protective Services	Completed	Completed
Repeater and Communication Upgrades	Protective Services	Antenna installed, 95% of work completed	95% of work completed
Public Works Ops Centre Generator, Fuel System	Public Works	Purchase of fuel system postponed until 2026	Generator - Completed Fuel System - Postponed to 2026
County Road 10 Environmental Assessment and Traffic Modelling	Public Works	Assessment process started, second public information centre to be held in November	December 2025
Hot Mix Paving (various roads)	Public Works	Tender PW-25-04 approved by Council at June 23 Council meeting	Staff working with contractor to resolve outstanding deficiencies
Surface Treatment (various roads)	Public Works	Tender PW-25-02 approved by Council at April 7 Council meeting, work has been completed	Completed
Slurry Seal	Public Works	Tender PW-25-01 approved by Council at April 7 Council meeting, work has been completed	Completed
Frederick Street Reconstruction and Sidewalks	Public Works	Tender PW-25-03 rejected by Council at June 23 Council meeting, to be revisited in 2026 budget	Deferred until 2026
Brookside Street Reconstruction (Phase II)	Public Works	Work completed and deficiencies have been remedied by contractor	Completed
Replacement of 1991 Case Backhoe 33-91	Public Works	Backhoe has been delivered	Completed
Replacement of Pickup Truck 4-12	Public Works	Truck delivered	Completed
International Tandem (pre-approved)	Public Works	Order has been completed, awaiting delivery	Estimated delivery in Winter 2026

Operating duties are not included

Committee of Councils - MVT, MRHAC, BIA, SUSTAINABILITY

The Township of Cavan Monaghan

By-law No. 2025-46

Being a by-law to temporarily exempt certain lands within Registered Plan 45M-266 for the Township of Cavan Monaghan from Part Lot Control

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

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And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 18 inclusive on Reference Plan 45R-17888, which is a plan of survey of Block 238, Plan 45M-266, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 18 inclusive on Plan 45R-17888.

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

1. While this By-law is in effect, Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13 does not apply to Block 238, Plan 45M-266 for the Township of Cavan Monaghan
2. This By-law shall come into force and effect upon the approval of the Council of the Corporation of the County of Peterborough and shall continue in full force and effect until December 31, 2029, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 20th day of October 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

The Township of Cavan Monaghan

By-law No. 2025-47

**Being a by-law to temporarily exempt certain lands within
Registered Plan 45M-266 for the Township of Cavan Monaghan from
Part Lot Control**

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

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

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Block 239, Plan 45M-266, pursuant to Section 50(7), to permit the construction of dwelling units, one on each of the said parcels to be created by Reference Plan.

And Whereas the Council of the Corporation of the Township of Cavan Monaghan deems it desirable to designate Parts 1 to 17 inclusive on Reference Plan 45R-17889, which is a plan of survey of Block 239, Plan 45M-266, pursuant to Section 50(7), to permit the construction of townhouse dwelling units on Parts 1 to 17 inclusive on Plan 45R-17889.

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

1. While this By-law is in effect, Section 50(5) of the Planning Act, R.S.O. 1990, Chapter P. 13 does not apply to Block 239, Plan 45M-266 for the Township of Cavan Monaghan
2. This By-law shall come into force and effect upon the approval of the Council of the Corporation of the County of Peterborough and shall continue in full force and effect until December 31, 2029, upon which date this by-law is being repealed.

Read a first, second and third time and passed this 20th day of October 2025.

Matthew Graham
Mayor

Cindy Page
Clerk

The Township of Cavan Monaghan

By-law No. 2025-48

Being a by-law to confirm the proceedings of the regular meeting of the Council of the Township of Cavan Monaghan held on the 20th day of October 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 20th day of October 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 20th day of October 2025.

Matthew Graham
Mayor

Cindy Page
Clerk