



**Minutes**  
**The Township of Cavan Monaghan**  
**Millbrook Valley Trails Advisory Committee**  
**Monday, October 28, 2024**  
**4:00 p.m.**  
**Council Chambers – Hybrid Room**

**Those members in attendance:**

Robert Jackson	Chair
Maureen McDonald	Vice Chair
John Fallis	
David D’Agostino	
Gary Wall	
Lance Nachoff	Councillor
Meredith Carter	ORCA

**Those members absent:**

Kirk Hillsley  
Griffen Brown

**Those members in attendance:**

Yvette Hurley	CAO
Mark Froment	Deputy Clerk
Chris Allison	Parks and Facilities Manager

**1. Call to Order**

Chair Robert Jackson called the meeting to order at 4:04 p.m.

**2. Land Acknowledgement**

Chair Robert Jackson recited the land acknowledgement.

**3. Approval of the Agenda**

Moved by: Fallis

Seconded by: Nachoff

That the agenda for the Millbrook Valley Trails Advisory Committee meeting held October 28, 2024, be approved as presented.

**Carried**

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

There were no pecuniary interests noted.

**5. Minutes**

**5.1 Minutes of the meeting held September 23, 2024**

Moved by: Nachoff

Seconded by: Fallis

That the minutes for the Millbrook Valley Trails Advisory Committee meeting held September 23, 2024, be approved as presented.

**Carried**

**6. Reports**

**6.1 Financial Report – Chris Allison**

Chris Allison provided the Financial Report update.

Moved by: Wall

Seconded by: D’Agostino

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

**Carried**

**6.2 ORCA Update - Meredith Carter**

Meredith Carter provided an update from ORCA.

Moved by: Fallis

Seconded by: Nachoff

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

**Carried**

**6.3 Trail Report – Wall/D’Agostino**

Gary Wall and Dave D’Agostino provided the Trail Report to the Committee. They noted that there was a fallen tree partially obstructing the Grand Trunk pathway and that another tree was leaning over the trail west of where it meets the Grand Trunk. They also observed that there were signs of heavy vehicles traversing some of the routes leading to the trails including ruts on the trails and some of the brush limiting access to them being pushed back.

Moved by: Fallis

Seconded by: Nachoff

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

**Carried**

**6.4 Report – Parks and Facilities Millbrook Valley Trails Advisory Committee Roles and Responsibilities**

Moved by: McDonald

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee receive the Parks and Facilities Report on Millbrook Valley Trails Advisory Committee Roles and Responsibilities for information; and

That the Committee add an additional item to the Work Plan to work with Staff to develop a Millbrook Valley Trails Advisory Committee Trails Construction and Maintenance Policy.

**Carried**

**7. General Business**

**7.1 2025 Budget Discussion**

Moved by: Fallis

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee approve an upset limit of \$500 from Materials and Supplies for the purchase of wood and other materials for two new trail signs.

**Carried**

Moved by: Nachoff

Seconded by: D’Agostino

That the Millbrook Valley Trails Advisory Committee approve an upset limit of \$1,000 from Materials and Supplies for the design and creation of new trailhead signs.

**Carried**

Moved by: Fallis

Seconded by: McDonald

That the Millbrook Valley Trails Advisory Committee request for the 2025 Operating Budget \$4,800 for Materials and Supplies and \$2,000 for Contracted Services; and

That the Committee request for the 2025 Capital Budget one new capital project being \$15,000 to replace the bridge near the Old Millbrook School.

**Carried**

**7.2 Bridge Dedication**

The Committee discussed dedicating a portion of the Millbrook Valley Trails in honour of a member of the community.

Moved by: Fallis

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee add an additional item to the Work Plan to develop a policy on dedicating portions of the Millbrook Valley Trails to members of the community.

**Carried**

### **7.3 Work Plan**

Gary Wall left the meeting at 5:37 p.m.

Moved by: Fallis

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee approve the updates for the work plan.

**Carried**

### **7.4 Items for next meeting**

There were no new items for next meeting.

## **8. Adjournment**

Moved by: Fallis

Seconded by: D'Agostino

That the Millbrook Valley Trails Advisory Committee adjourn at 5:49 p.m.

**Carried**

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**Robert Jackson**  
Chair

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**Mark Froment**  
Deputy Clerk