



Minutes
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee
Monday, January 27, 2025
4:00 p.m.
Council Chambers – Hybrid Room

Those members in attendance:

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

Those members absent:

Griffen Brown

Staff members in attendance:

| | |
|---------------|------------------------------|
| Mark Froment | Deputy Clerk |
| Chris Allison | Parks and Facilities Manager |

1. Call to Order

Chair Robert Jackson called the meeting to order at 4:05 p.m.

2. Land Acknowledgement

Chair Robert Jackson recited the land acknowledgement.

3. Approval of the Agenda

Moved by: Fallis

Seconded by: McDonald

That the agenda for the Millbrook Valley Trails Advisory Committee meeting be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| Results | 8 | 0 |

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 November 25, 2024

Moved by: McDonald

Seconded by: Nachoff

That the minutes for the Millbrook Valley Trails Advisory Committee meeting held November 25, 2024, be approved as presented.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Results | 8 | 0 |

Carried

6. Reports

6.1 Financial Report – Chris Allison

Chris Allison provided the Financial Report update noting the 2025 Budget was approved at the January 27 Regular Council Meeting and the Committee's requests for \$2,000 in Contracted Services, \$4,800 in Materials and Supplies, and \$15,000 to replace the bridge at the Old Millbrook School were approved.

Moved by: Fallis

Seconded by: D'Agostino

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

| Recorded | For | Against |
|-----------------|------------|----------------|
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Results | 8 | 0 |

Carried

6.2 ORCA Update - Meredith Carter

Meredith Carter provided an update from ORCA noting they recently held their AGM and their Annual Report is being drafted. There are currently no flood conditions within the Authority.

Moved by: Fallis

Seconded by: D'Agostino

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

| Recorded | For | Against |
|-----------------|------------|----------------|
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Results | 8 | 0 |

Carried

6.3 Trail Report – McDonald/Nachoff

The Trails are in good condition due to mostly cold, snowy weather. High winds may change that. Some slush from a previous thaw has frozen into ice on the Trails. Graffiti was observed on some cans and other objects that are Township property at several Trail entrances.

Moved by: McDonald
 Seconded by: Wall
 That the Millbrook Valley Trails Advisory Committee receive the Trail Report for information.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Results | 8 | 0 |

Carried

7. General Business

7.1 Work Plan

Moved by: Nachoff
 Seconded by: Fallis
 That the Millbrook Valley Trails Advisory Committee approve the updates for the Work Plan.

| Recorded | For | Against |
|-----------------|------------|----------------|
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| Results | 8 | 0 |

Carried

7.2 Updated on Signage

Chair Robert Jackson gave an update on the progress on building the new signs for the Trails.

7.3 Updated Trail Report Schedule

Moved by: Fallis
 Seconded by: Hillsley
 That the Millbrook Valley Trails Advisory Committee approve the Updated Trail Report Schedule.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Fallis | X | |
| Results | 8 | 0 |

Carried

Moved by: Fallis
 Seconded by: D'Agostino
 That the Millbrook Valley Trails Advisory Committee approve an upset limit of \$350 from Materials and Supplies for the purchase of seedlings from ORCA.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Results | 8 | 0 |

Carried

7.4 Items for next meeting

- ORCA Seedling Order

Moved by: Mattern
 Seconded by: Fallis
 That the Millbrook Valley Trails Advisory Committee add one (1) item to the agenda for the February 24, 2025 Millbrook Valley Trails Advisory Committee meeting.

| Recorded | For | Against |
|-----------------|------------|----------------|
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| D'Agostino | X | |
| Nachoff | X | |
| Results | 8 | 0 |

Carried

8. Adjournment

Moved by: Fallis

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee adjourn at 4:51 p.m.

| Recorded | For | Against |
|-----------------|------------|----------------|
| D'Agostino | X | |
| Fallis | X | |
| Hillsley | X | |
| McDonald | X | |
| Nachoff | X | |
| Jackson | X | |
| Mattern | X | |
| Wall | X | |
| Results | 8 | 0 |

Carried

Robert Jackson
Chair

Mark Froment
Deputy Clerk