

**Minutes**  
**The Township of Cavan Monaghan**  
**Municipal Revitalization and Heritage Advisory Committee Meeting**  
**Wednesday, April 30, 2025**  
**1:00 p.m.**  
**Council Chambers – Hybrid Room**

**Those members in attendance:**

Nelson Edgerton	Councillor
Ashley Stewart	Chair
Nancy Davis	
Doug Wilson	
Chanelle Courville	

**Those members absent:**

John Collver  
Deborah Luchuk

**Staff members in attendance:**

Mark Froment	Deputy Clerk
Karen Ellis	Director of Planning
Brigid Ayotte	Economic Development and Communications Officer
Kyle Phillips	Chief Building Official/By-law Enforcement Officer
Chris Allison	Parks and Facilities Manager

**1. Call to Order**

Chair Ashley Stewart called the meeting to order at 1:05 p.m.

**2. Land Acknowledgement**

Chair Ashley Stewart recited the Land Acknowledgement.

**3. Approval of the Agenda**

Moved by: Davis

Seconded by: Courville

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

**Carried**

Moved by: Davis

Seconded by: Courville

That the Municipal Revitalization and Heritage Advisory Committee approve the addition of By-law No. 2024-27, being the Heritage By-law for 1 Dufferin Street, as additional materials.

**Carried**

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

There were no pecuniary interests noted.

**5. Report**

**5.1 Report - Building 2025-16 Old Millbrook School ICIP 2025 Project**

Moved by: Courville

Seconded by: Wilson

That the Municipal Revitalization and Heritage Advisory Committee endorse the planned renovations, as presented, for 1 Dufferin Street, the Old Millbrook School, as being consistent with the heritage attributes of the property; and That staff will continue to engage with the Municipal Revitalization and Heritage Advisory Committee on the specifics of the planned changes to the doors, roof, floor, and lighting of the Old Millbrook School.

**Carried**

**6. Adjournment**

Moved by: Wilson

Seconded by: Stewart

That the Municipal Revitalization and Heritage Advisory Committee adjourn at 2:03 p.m.

**Carried**

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**Ashley Stewart**  
**Chair**

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**Mark Froment**  
**Deputy Clerk**