

Minutes
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee
Monday, September 28, 2020
2:00 p.m.

Those members in attendance:

Robert Jackson	Chair
Alex Bushell	Vice Chair
Meredith Carter	ORCA
David D'Agostino	
John Frizzle	
Matthew Graham	
Craig Onafrychuk	
Maureen McDonald	

Those members absent:

John Frizzle
Hillary Bradshaw
John Fallis

Staff members in attendance:

Elana Arthurs	Clerk
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1. Open Session

2. Call to Order

Robert Jackson, Chair called the meeting to order at 2:05 p.m.

3. Approval of Agenda

The Committee discussed moving certain items to address some of the General Business items

Moved by: McDonald

Seconded by: Frizzle

That the agenda for the Millbrook Valley Trails meeting held September 28 2020 be approved as amended.

Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interests noted.

5. Closed Session

There were no closed session items.

6. Minutes

6.1 Minutes of the meeting held June 22, 2020

Moved by: Graham

Seconded by: McDonald

That the minutes of the meeting held June 22, 2020 be approved as amended.

Carried

7. Reports

7.1 Financial Report – Elana Arthurs

Ms. Arthurs spoke to the current expenditures indicating there is approximately \$2,500 still remaining from the \$6,300.00 approved budget for 2020.

7.2 ORCA Update – Meredith Carter

Ms. Carter spoke to an update on ORCA and the ongoing office closure due to the pandemic. She indicated employees are working remotely.

7.3 Trail Report

Mr. Fallis spoke to his review of the trails noting they are very dry and in good condition south of Zion Line. He indicated the increase in painted stones on the trails. He noted some of the repairs required including some overhanging branches and loose boards.

The Committee discussed some minor repairs that are required and made arrangements to do some of that work.

8. General Business

8.1 Committee Terms of Reference

Ms. Arthurs reviewed the Terms of Reference and discussed protocols with the Committee for correspondence and direction as well the creation of the agenda.

8.2 Signage on the Trails

The Committee discussed various areas where signage was required on the trails, including signage that had been taken down or moved.

Ms. Arthurs and Mr. Jackson will look into the following signage:

2- No Bicycle signs

- 2- Non-Motorized Vehicle signs
- 2- Small Stop signs

Moved by: Fallis

Seconded by: McDonald

That the Committee approve an upset limit of \$250.00 for the purchase of required signage.

Carried

8.3 Millbrook Correctional Facility

Ms. Hurley spoke to the current status of the property and the concern with the construction of trails on the property, noting it is owned by the Province and not the Municipality. She indicated she would contact the Province with regard to signage.

8.4 Cavan Monaghan Trail Master Plan

This item was deferred to the next meeting due to time restrictions.

8.5 French Drain on Medds Mountain

The Committee discussed the request for work to be completed on Medds Mountain. Deputy Mayor Graham spoke to attending the site with Mr. Jackson and Wayne Hancock, Director of Public Works and noted the work could be completed by Township staff. Ms. Hurley spoke to the staff time requirement and the cost associated with completing the work. The Committee discussed requesting that ORCA complete the work as it was partially a result of the construction that was completed. Ms. Hurley will follow up with ORCA representatives to determine if that is a possibility.

8.6 Memorandum of Understanding (MOU) with MNRF

Ms. Arthurs spoke the status of the MOU indicating it was reviewed by the Township Solicitor who had changes and questions associated with the agreement. She noted those questions had been sent back to MNRF for review and comment.

8.7 Trail Brochure

This item was referred to the next meeting to discuss the status of the brochures.

8.8 Trail re-routing due to beavers

Ms. Arthurs spoke to the communication received by a resident with concerns regarding the trail being re-routed close to his property. The Committee discussed comments received regarding building a bridge.

9. This item will get added to the next agenda for further discussion.
Adjournment

Moved by: Fallis

Seconded by: McDonald

That the Millbrook Valley Trails Advisory Committee adjourn at 4:03 p.m.

Carried

Robert Jackson
Chair

Elana Arthurs
Clerk