



Agenda
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee

April 24, 2023

4:00 p.m.

Council Chambers

Members in attendance are asked to please turn off all electronic devices during the Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting. Please be reminded meeting are livestreamed and recorded. Members may be participating remotely.

1. **Call to Order**
2. **Approval of the Agenda**
3. **Disclosure of Pecuniary Interest and the General Nature Thereof**
4. **Closed Session**
5. **Minutes**
 - 5.1 **Minutes of the meeting held March 27, 2023**
6. **Reports**
 - 6.1 **Financial Report**
 - 6.2 **ORCA Update - Meredith Carter**
 - 6.3 **Trail Report - Wall/D'Agostino**
7. **General Business**
 - 7.1 **Committee Comments - Township of Cavan Monaghan Parks and Recreation Master Plan Vision 2035**
 - 7.2 **MVT Workday May 6, 2023**
 - 7.3 **ORCA Seedling Order**

7.4 Trail Signage

7.5 Bridge Commemoration

7.6 2023 Workplan

7.7 Items for next meeting

8. Adjournment

8.1 Next meeting date May 29, 2023 Trail Report - Jackson/Fallis



**Minutes
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee
Monday, March 27, 2023
4:00 p.m.**

Those members in attendance:

Robert Jackson Chair
Maureen McDonald Vice Chair
David D'Agostino
John Fallis
Kirk Hillsley
Gary Wall
Meredith Carter, ORCA
Lance Nachoff (4:35 p.m.)

Those members absent:

Gillian di Petta (with regrets)

Those members in attendance:

Karlie Cornish-Tkalec Deputy Clerk/Corporate Services Administrator
Chris Allison Parks and Facilities Manager
Yvette Hurley C.A.O.

1. Call to Order

Mr. Robert Jackson called the meeting to order at 4:10 p.m.

2. Approval of Agenda

Moved by: Hillsley

Seconded by: Fallis

That the agenda for the Millbrook Valley Trails Advisory Committee meeting held March 27, 2023 be approved as presented

Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interests noted.

4. Closed Session

There was no closed session.

5. Minutes

5.1 Minutes of the meeting held February 27, 2023

Moved by: Fallis

Seconded by: McDonald

That the minutes for the Millbrook Valley Trails Advisory Committee meeting held February 27, 2023 be approved as presented.

Carried

6. Reports

6.1 Financial Report – Chris Allison

Chris Allison advised the Committee budget is \$ 4,800 for Materials and Supplies and \$ 1,500 for Contracted Services for a total amount of \$ 6,300. The seedling order from ORCA has been placed in the amount of \$ 268.38 and \$ 500.00 is allocated for pamphlets.

Moved by: Fallis

Seconded by: Hillsley

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

Carried

6.2 ORCA Update – Meredith Carter

Meredith Carter updated the Committee that the tree seedling order was received, pickup is April 27 or 28, 2023. The watershed report card was released on World Water Day.

Moved by: Fallis

Seconded by: Hillsley

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

Carried

6.3 Trail Report – McDonald/DiPetta

Maureen McDonald advised the trails are snow and ice covered throughout except for Baxter Creek trail and portions of the Railbed. Ice cleats are still recommended. Several of the pamphlet holders need replacement, including those at the Railbed gate and the Fairground trail head and all will need replenishment. Specific areas identified are a sag in the last bridge from the library onto the Medd and brush leaning over the boardwalk from the library. The boardwalk could use more shingle added this summer. The new bridge on Baxter Creek is already seeing appreciative use. Areas of Baxter Creek trail are already muddy. There is damage to areas of boardwalk that were already compromised by beaver flooding as well as some to newer boardwalk by the 4th line. The section of fence on Zion that was removed for construction staging remains open should be closed as soon as possible. The Fairground hill staircase is in urgent need of repair.

Moved by: Fallis

Seconded by: D'Agostino

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

Carried

7. General Business

7.1 Update on MTB Discussion

Robert Jackson advised that David D'Agostino met with Township staff regarding group rides, workshops, projects, trail maintenance along the MTB trails system. MTB will provide Township staff with a list of their planned event details/dates. Township staff will coordinate scheduling of user group requests to ensure appropriate approvals and usage of trails system.

7.2 Appointment of Ganaraska Forest Recreational Users Committee Representative

Moved by: Fallis

Seconded by: Nachoff

That Millbrook Valley Trails Committee appoint Maureen McDonald as the Township of Cavan Monaghan Representative of the Ganaraska Forest Recreational Users Committee.

Carried

7.3 Bridge Update

Chris Allison advised the installation of the new floating bridge is complete. An official grand opening will be scheduled for a later date.

7.4 2023 Workplan

- Add Medds Bridge
- Add Annual Workday May 6, 2023
- Update No. 7 Trail Maintenance and Repairs
- Add exploration of Trails system to Downtown Millbrook
- Add design of pamphlet and bag dispensers

7.5 Items for next meeting

- Workday May 6, 2023
- Bridge Recognition
- Trail Signage

8 Adjournment

Moved by: Fallis

Seconded by: D'Agostino

That the Millbrook Valley Trails Advisory Committee adjourn at 5:15 p.m.

Carried

8.4 Next meeting date April 24, 2023 and Trail Report – Wall/D'Agostino

Robert Jackson
Chair

Karlie Cornish-Tkalec
Deputy Clerk

Millbrook Valley Trails Advisory Committee

Cavan Monaghan Township is in the process of preparing a new Parks and Recreation Plan that looks out to 2035 and beyond. We're reaching out to service providers, user groups and advisory committees to gather information and opinion that will assist us in this endeavour.

We would like your committee to consider the following questions/topics.

Question One – Facilities and Parks

From the perspective of your committee, what are the top two or three priorities for improved recreation facilities and parks within Cavan Monaghan (existing and new)?

When thinking about future needs, consider that the population of the Township is projected to increase to around 18,000 by 2051 and the older adult population is projected to more than triple by then.

Question Two – The Millbrook Arena

We would like you to discuss options for future of the Millbrook Arena.

As background, a household survey was administered last summer in support of the Parks and Recreation Plan. It asked residents for their opinion about four options for the future of the Millbrook Arena. In the upcoming Community Forum (May 10th), we will be asking about this again. To inform your discussion, we've provided a one-page overview of some of the technical data about the Millbrook Arena. Full reports are available for review on the township website: www.cavanmonaghan.net/parksandrecreationmasterplan.

Please discuss and rank the four options from one to four.

Option One

Invest in the order of \$5.25 million into the building and site to maintain the facility as status quo for another 25 years and to renovate it to meet accessibility requirements. This investment would only support winter season uses that are similar to current uses e.g., soccer, lacrosse, cricket. Assuming current uses are maintained, the annual operating deficit will be in the order of \$30,000 plus annual inflation.

Option Two

Invest considerably more than \$5.25 million into the building and site (interior and exterior) to extend its life for another 25 years and increase its functionality and appeal to support a few more uses. Possible uses will depend on how the interior might be able to be transformed. The intent would be to have a facility that could be utilized year-round. Even if well utilized year-round, there will likely be an annual operating deficit. Limited parking will continue to be a major shortcoming.

Option Three

Replace the building with a high-quality downtown community park that may accommodate some combination of facilities such as a farmer's market, an outdoor stage or gazebo, pathways, gardens, trees, an area for quiet reflection, a picnic area, an outdoor exercise gym, a waterplay facility, an unstructured grass area, etc. With the proposed closure of Needler's Lane, the park could be integrated into the surrounding parkland and facilities (Needler's Mill, the pond, the Millbrook Valley Trail). Via walkways, it would be linked to the downtown.

Option Four

Sell the property and allow for a developer or business opportunity to invest in the downtown. This could support a new revitalization plan and provide more commercial and/or housing development.

Additional Suggestions to Assist with the Parks and Recreation Plan

If your committee has additional suggestions and comments about recreation needs and/or the Millbrook Arena, please provide them below.



If you have any questions about what we are asking and/or would like to have a conversation, please email Robert Lockhart at robert@rethinkgroup.ca. Robert is working with Township staff to prepare the Parks and Recreation Plan.

Millbrook Valley Trails Advisory Committee Work Plan 2023					
Item Number	Item	Budget	Sub-Committee	Tasks/Progress	Completion Date
1	Trail Master Plan Update		Robert Jackson	Currently under review, collecting comments via email from the Committee	
2	North Trail Expansion		Robert Jackson Maureen McDonald	Provide background information and suggested next steps <ul style="list-style-type: none"> Waiting to see what the Millbrook Valley Trail Master Plan entails 	
3	GIS Mapping of MVT Trails		Staff	Investigating status of project <ul style="list-style-type: none"> Township Staff working with County to establish the parameters in which Map information will be uploaded to their server Township Staff to work with Chair to update information, and provide deliverables to County for online mapping CAO to approve County's rate for GIS Analysts Email sent to Chair July 12th 2021 re a list of deliverables Staff exploring other software available that can be used for mapping 	
5	Explore options to expanding the Ganny Transit along Deyell Rd Allowance		John Fallis	<ul style="list-style-type: none"> A motion was put forth to explore expanding the Ganny Transit along Deyell Rd allowance to Glamorgan. John Fallis and staff to work with Kyle on the possibilities or restrictions. Staff to provide update on trail options. 	

6	Explore an alternative entrance to Fairground Entrance			<ul style="list-style-type: none"> Explore an alternative entrance from the fairgrounds to access Baxter Creek Trail for the winter months that does not have a sloped entrance. An alternative is to create a potential loop with the alternative entrance. Property ownership will need to be considered. 	
7	Trail Maintenance and Repairs		Committee	<ul style="list-style-type: none"> Old School Entrance - requires large more formal signage and map at the entrance to the trails by the Community Garden and orchard. 	
8	Medds Bridge			<ul style="list-style-type: none"> Staff to review and report back to the Committee 	
9	Annual Workday			<ul style="list-style-type: none"> May 6, 2023 Committee will create flyer Township will share information through social media 	
10	Exploration of Trails system to Downtown Millbrook			<ul style="list-style-type: none"> Staff to work with David to explore options and report back to the Committee 	
11	Design of pamphlet and bag dispensers			<ul style="list-style-type: none"> Committee to look for alternatives to pamphlet and bag dispenser holders 	