



Agenda
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee

Monday, April 28, 2025

4:00 p.m.

Council Chambers - Hybrid Room

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.

Pages

1. Call to Order

2. Land Acknowledgement

We respectfully acknowledge that the Township of Cavan Monaghan is located on the Treaty 20 Michi Saagiig territory, in the traditional territory of the Michi Saagiig Anishnaabeg. We offer our gratitude to First Nations for their care for and teachings about these lands. May we honour these teachings.

3. Approval of the Agenda

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Closed Session

6. Minutes

6.1 Minutes of the meeting held March 24, 2025

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7. Reports

7.1 Financial Report - Chris Allison

7.2 ORCA Report - Meredith Carter

7.3 Trail Report - Mattern/Brown

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8. General Business

8.1 Work Day Planning

8.2 Work Plan

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8.3 Items for next meeting

9. Adjournment

9.1 Next meeting date is May 26, 2025 at 4:00 p.m. Trail Report by
Fallis/McDonald

Minutes
The Township of Cavan Monaghan
Millbrook Valley Trails Advisory Committee
Monday, March 24, 2025
4:00 p.m.
Council Chambers – Hybrid Room

Those members in attendance:

Robert Jackson	Chair
Maureen McDonald	Vice Chair
Griffen Brown	
John Fallis	
Kirk Hillsley	
Saskia Mattern	
Lance Nachoff	Councillor

Those members absent:

Gary Wall	
David D'Agostino	
Meredith Carter	ORCA

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 4:03 p.m.

2. Land Acknowledgement

Chair Robert Jackson recited the land acknowledgement.

3. Approval of the Agenda

Moved by: Fallis

Seconded by: Brown

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

Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

John Fallis disclosed a pecuniary interest for Item 7.2 – Work Plan Item #2 North Trail Expansion.

5. Minutes

5.1 Minutes of the meeting held February 24, 2025

Moved by: McDonald

Seconded by: Nachoff

That the minutes for the Millbrook Valley Trails Advisory Committee meeting held February 24, 2025, be approved as presented.

Carried

6. Reports

6.1 Financial Report – Chris Allison

Chris Allison provided the Financial Report update.

Moved by: Fallis

Seconded by: Brown

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

Carried

6.2 ORCA Update – Meredith Carter

Mark Froment read out an update provided by Meredith Carter.

Moved by: Fallis

Seconded by: Brown

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

Carried

6.3 Trail Report – Jackson/Hillsley

Trail conditions have fluctuated depending on the weather with them varying from snow covered, to icy, to muddy recently. No major issues detected on the trails. There were some small branches strewn across trails caused by high winds.

Moved by: Fallis

Seconded by: Mattern

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

Carried

7. General Business

7.1 Work Day Planning

The Committee discussed plans for the upcoming Work Day.

Moved by: Nachoff

Seconded by: McDonald

That the Millbrook Valley Trails Advisory Committee set the upcoming Work Day for the Trails as Saturday, May 3.

Carried

7.2 Work Plan

John Fallis left the meeting at 4:43 p.m.

John Fallis returned to the meeting at 4:48 p.m.

Moved by: Brown

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee approve the updates to the Work Plan.

Carried

7.3 Items for next meeting

- Work Day Planning

Moved by: Fallis

Seconded by: Mattern

That the Millbrook Valley Trails Advisory Committee add one (1) item, being Work Day Planning, to the agenda for the April 28, 2025, Millbrook Valley Trails Advisory Committee meeting.

Carried

8. Adjournment

Moved by: Fallis

Seconded by: Nachoff

That the Millbrook Valley Trails Advisory Committee adjourn at 5:34 p.m.

Carried

8.1 Next meeting date is April 28, 2025 at 4:00 p.m. Trail Report by Mattern/Brown.

Robert Jackson
Chair

Mark Froment
Deputy Clerk



Millbrook Valley Trails Advisory Committee Trail Report Schedule for 2025

Committee Meeting Dates

Trail Reports

January 27, 2025 – 4:00 p.m. ————— McDonald/Nachoff

February 24, 2025 – 4:00 p.m. ————— D'Agostino/Wall

March 24, 2025 – 4:00 p.m. ————— Jackson/Hillsley

April 28, 2025 – 4:00 p.m. ————— Mattern/Brown

May 26, 2025 – 4:00 p.m. ————— Fallis/McDonald

June 23, 2025 – 4:00 pm. ————— Nachoff/D'Agostino

July – No Meeting

August – No Meeting

September 22, 2025 – 4:00 p.m. ————— Wall/Jackson

October 27, 2025 – 4:00 p.m. ————— Hillsley/Mattern

November 24, 2025 – 4:00 p.m. ————— Brown/Fallis

December – No Meeting

April 28, 2025

Millbrook Valley Trails Advisory Committee Work Plan 2025				
Item	Budget	Sub-Committee	Tasks/Progress	Completion Date
#1. Trail Master Plan update		Robert Jackson	<ul style="list-style-type: none"> Committee to review existing Trail Master Plan and compare to the newly developed Parks and Recreation Master Plan to provide comments/feedback. 	Ongoing
#2. North Trail expansion		Robert Jackson Maureen McDonald	<ul style="list-style-type: none"> The trail leading to the new subdivision has been approved and ORCA has approved the plantings for the trail. Staff have provided maps and investigated property ownership for potential NW trail expansion. CSU subdivision agreement has clause providing for trail connection. 	Ongoing
#3. GIS mapping of MVT		David D'Agostino Kirk Hillsley Staff	<ul style="list-style-type: none"> Staff are investigating the use of GIS through partnerships. Chris has managed to get in contact with GRCA staff and has discussed GIS options with them. Staff have a meeting with Peterborough County GIS Team in May to discuss next steps. 	Ongoing
#4. Explore options to expand 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, awaiting agreement from GRCA. 	On hold
#5. Explore an alternative entrance to Fairground Entrance		Robert Jackson Staff	<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 slopped entrance. Another option is to create a potential loop with the alternative entrance. Property ownership will need to be considered. 	On hold
#6. Updated signage and brochures		Committee	<ul style="list-style-type: none"> Brochure updates will require Photoshop. A quote previously provided to the Committee said to frame and install the signs it will cost \$250.00 per sign to be taken from Materials and Supplies. 	Spring 2025

#7. Exploration of trails system to Downtown Millbrook		David D'Agostino	<ul style="list-style-type: none"> Staff to work with David to explore options and report back to the Committee. Whether bikes are permitted across the floating bridge and boardwalk is proving to be a bottleneck. ORCA has provided a map to assist in exploring options. 	On hold
#8. Design of pamphlet and bag dispensers		Robert Jackson Lance Nachoff	<ul style="list-style-type: none"> On April 22, 2024, the Committee approved the purchase of materials to make new brochure holders with an upset limit of \$1,200.00. Robert is continuing work on the pamphlet boxes. They will be ready for spring. Dave D'Agostino has sent the files with GPS coordinates of new mountain bike trails for new pamphlets. 	Spring 2025
#9. Management of invasive species		Committee Maureen McDonald	<ul style="list-style-type: none"> Committee discussed using a different substance for spraying in June 2025. 	June/July 2025 for spraying
#10. Millbrook Valley Trails Advisory Committee Trails Construction and Maintenance Policy		Staff Committee	<ul style="list-style-type: none"> Chris is working on a draft of the policy. 	Ongoing
#11. Commemorative Naming Policy for Millbrook Valley Trails		Staff Committee	<ul style="list-style-type: none"> Draft of sign for bridge ready for comments by Committee. 	Spring/Summer 2025
#12. Update on GRCA Trail Reconnection		Staff	<ul style="list-style-type: none"> Chris is in talks with Ganaraska currently. Staff have not found any previous formal agreement with GRCA for a trail connection. 	Pending
#13. Trail Maintenance and Repairs		Staff	<ul style="list-style-type: none"> Baxter Creek – Staff to monitor trail for any old pieces of boardwalk as snow melts. 	Ongoing

April 28, 2025

Acknowledgement of Donors for Bridge and Boardwalk

Funding for this bridge and boardwalk was provided by the Federal Economic Development Agency for Southern Ontario through Regional Tourism Organization 8 and by a donation from the Barron Cowan Foundation. The Millbrook Valley Trails is a network of over 13km of passive use walking trails that follow the shoreline of Baxter Creek, a cold-water stream that originates on the Oak Ridges Moraine. This bridge and boardwalk will enable greater access to our beautiful trail system for both residents and visitors. The Township wishes to thank the donors who helped to make this bridge possible.

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