

## **CORPORATION OF THE TOWNSHIP OF MELANCTHON**

The Township of Melancthon Roads Sub-Committee held an electronic meeting December 16th, 2021, at 10:00 a.m. The following members were present: David Besley, Chair, Wayne Hannon, James McLean. Also present were: Denise Holmes, CAO/Clerk; Craig Micks, Public Works Superintendent; Sarah Culshaw, Treasurer and Kaitlin Chessell, Roads Sub-Committee Secretary. Chair Besley called the meeting to order at 10:05 a.m.

### **Land Acknowledgement**

Chair Besley shared the Land Acknowledgement Statement.

### **Additions/Deletions/Approval of Agenda**

Moved by Hannon, Seconded by Besley that the agenda be approved as circulated. Carried.

### **Declaration of Pecuniary Interest or Conflict of Interest**

No declaration declared at this time.

### **Approval of Draft Minutes**

Moved by Hannon, Seconded by Besley that the minutes of the Roads Sub-Committee meeting held on November 10<sup>th</sup>, 2021, be approved as circulated. Carried.

### **Business Arising from Minutes**

None.

### **Correspondence Items**

None.

### **General Business**

#### **1. Update from Public Works Superintendent**

Craig Micks, Public Works Superintendent advised that they have been working at grading the soft roads due to the weather, cold patching roads and working at ditching the 5<sup>th</sup> Line OS when the weather permits. Craig advised they have completed all the road crossing culverts on the 5<sup>th</sup> Line OS and have been working in the shop doing vehicle maintenance.

## **2. Road Tour – December 6, 2021 – Discussion and Recommendation regarding the various onsites visited during the Road Tour**

### **5 Sideroad closed bridge between Highway 10 and 4<sup>th</sup> Line OS. Chris Knechtel from RJ Burnside and Associates will be in attendance for this onsite**

This will be discussed with Chris Knechtel during his 10:30 A.M. delegation.

### **5<sup>th</sup> Line OS between Highway 10 and Highway 89 at Con 2 SW Pt Lot 302 for Driveway entrance off unmaintained portion of the 5<sup>th</sup> Line OS**

It was discussed that there is the potential for them to install an entrance off the corner of their lot and we would just have to extend the road and upgrade it a short distance. This cost would have to be paid for by the landowner. Staff was directed to contact the Township Solicitor about being able to enter into an agreement with the landowner for the Township to front the cost of the road upgrades and bill it back to the landowner at time of completion.

### **5<sup>th</sup> Line OS – North of Highway 89 – fill being brought in without permits and ditching along the roadside**

Denise advised that the Grand River Conservation Authority have been out to the site and the Ministry of Environment are going to be attending the site later this week. The GRCA advised that there are two options to deal with this issue, option 1 is if the Township Policy does not permit this fill, they will be issued an order to remove it and return it to its original state, and option 2 is if the Township Policy allows they can apply for a retroactive permit from the GRCA and the Township. The Roads Sub-Committee directed staff to advise the GRCA to proceed with option 1 as the Township Policy does not permit fill from outside of Dufferin County.

### **Riverview Development on 260 Sideroad west of 7<sup>th</sup> Line SW to discuss the possibility of entrances and road upgrades required**

It was discussed that the road needs to be brought up to standard and would require entrance permits and ditching. It was discussed that possibly we could make a condition of the consent covering the fees for expenses discussed above. Staff was directed to ask the Planner if we could make these fees a condition of the consent.

### **Poulton Place in Corbetton, to discuss if we are going to create a turnaround or extend the road all the way around to 260 Sideroad**

The Roads Sub-Committee discussed that there were two options for Poulton Place in Corbetton when it comes to the development of the road. We can have a turnaround, or we can loop the road back around to Main Street. It was discussed that there would

be significant cost savings if we went the route of a turnaround, but we would need to complete a survey to ensure we have enough land to create a turnaround.

**Recommendation:**

The Roads Sub-Committee recommends to Council that we proceed with getting a survey of Poulton Place.

**3. Issue of Fill and Ditching on 5<sup>th</sup> Line OS Update**

This item was discussed under General Business item #2.

**4. Tree Brushing/Clearing on 5<sup>th</sup> Line OS – referred to the Roads Sub-Committee from the Council meeting held on November 18, 2021**

Craig advised that they only cleared trees that were on Township property and that people on the road thought that the work done was good. The Roads Sub-Committee agreed that the work done has made the water run properly in the ditches and it needs to be done to keep the water from sitting on our roads. It was discussed that we could create a policy to give notice to residents of upcoming ditching and tree removal or look into send out letters prior to the work beginning to give residents a heads up.

**5. Topcoat Paving for 2<sup>nd</sup> Line SW for 2022 as per Road Management Plan**

The Roads Sub-Committee discussed that the Road Management Plan schedule has the top coating of 2<sup>nd</sup> Line SW from Highway 89 to 300 Sideroad and from 250 Sideroad to Ida Street scheduled for 2022. These were the two portions of the 2<sup>nd</sup> Line SW we paved in 2020 and they need to have the topcoat added to finish the road project. It was discussed that Craig would get comments from Arunas Kalinauskas at RJ Burnside and Associates regarding whether this needs to be completed in 2022 or if it could possibly be pushed off to 2023. Craig did advise the Committee that the longer we leave the road without the topcoat the more the traffic will put ruts in the pavement and 2<sup>nd</sup> Line SW is a high traffic road.

**Recommendation:**

The Roads Sub-Committee recommends to Council that this be discussed as part of the 2022 budget making process.

**6. Winter Plan**

The Roads Sub-Committee reviewed the Winter Plan as it was updated for the 2021–2022 winter season.

**Recommendation:**

The Roads Sub-Committee recommends to Council that we adopt the Winter Plan for 2021-2022.

### **7. New Grader and Dually Pick-up Truck 2022**

Craig advised the Roads Sub-Committee that the one pickup truck that they currently have is getting old and will need to be replaced soon and a dually pick-up truck would allow the Public Works Department to plow and sand the small streets in Horning's Mills. Currently we are having some of the smaller steeper streets plowed by a contractor and this would eliminate the need for this as well as allow them to cold patch out of the pickup truck. Craig advised that the dealerships have said it would likely be 2023 before we could get a truck, but it would need to be ordered soon. Craig estimated the cost of this to be around \$100,000. Craig also advised that they need a new grader and the approximate cost of this would be around \$500,000. The Roads Sub-Committee asked Craig to get some costings on used graders and demo graders to see the costing difference.

#### **Recommendation:**

The Roads Sub-Committee recommends to Council that we proceed with the purchase of a Dually Pick-up Truck for approximately 2023.

### **8. Draft Boundary Road Agreement – Southgate/Melancthon**

In January 2021, Council reviewed a draft Boundary Agreement that was received from the Township of Southgate and the RSC recommended that it be sent to Council for direction to be sent to the Township's insurance company and lawyer. Comments were received from both and forwarded to the Township of Southgate for their review and changes to the Agreement. The Township of Southgate responded by advising that the incorrect version of the Agreement had been sent to the Township for review. The current Agreement will expire on December 31, 2022.

#### **Recommendation:**

The Roads Sub-Committee recommends to Council that Staff be given direction to forward to legal and insurance for review before it is executed.

### **9. Winter Schedule**

It was discussed that we had no one apply for the part-time winter shift to work afternoons, and there is not always much to do working an afternoon shift all winter. The Roads Sub-Committee discussed that Craig could run a custom schedule where

when we are anticipating snow a couple of the Public Works employees would work a 9am to 6pm shift, and if they need to stay to continue plowing they would. This would ensure that employees are not sitting with nothing to do on nights when there is no snow anticipated.

### **10. Plowing Lanes in Horning's Mills**

Craig advised that we currently have a contractor cleaning High Street, William Street, West Charles Street and Church Street as they are steep roads, and we cannot turn around in driveways on Church Street or it will wreck the new pavement. The cost of this is \$200 per time for William Street and High Street and \$100 per time for Church Street and West Charles Street. When the contractor needs to sand the roads, we load him with sand from the sand dome.

### **11. Other/Addition**

Member McLean advised that he had a conversation with the Upper Grand District School Board regarding the busing issue in Bretton Estates and advised they want him to send them pictures and signage of the issues and that the person who deals with this issue will be back in January. They want to set up a meeting with the Township and the insurance company once the employee has returned.

### **12. Unfinished Business**

1) Development of Poulton Place (Unopened road allowance in Corbetton – North Side of Main Street)

This item was discussed under General Business item #2.

2) Riverview Development

This item was discussed under General Business item #2.

### **Delegations**

#### **10:30 A.M. – Chris Knechtel, RJ Burnside and Associates – 2021 Bridge Inspection Report and Bridge 11 Update**

Chris Knechtel gave an update on the 5 Sideroad bridge, he is going to look into the cost and possibility of putting a culvert in here instead of installing a new bridge. He is going to get more information for the Roads Sub-Committee in January 2022.

Chris Knechtel presented the 2021 Bridge Inspection Report to the Roads Sub-Committee. The Roads Sub-Committee advised they were very happy with the progress we have made over the last few years getting our bridges up to standard.

### **Recommendations to Council**

Recommendations have been outlined above.

### **Public Question Period**

A member of the public commented that he thinks communication to residents about brushing/clearing trees prior to it taking place is an excellent idea.

### **Confirmation Motion**

Moved by McLean, Seconded by Hannon that all actions of the Members and Officers of the Roads Sub-Committee with respect to every matter addressed and/or adopted by the Sub-Committee on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Sub-Committee Members at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

### **Adjournment**

12:08 p.m. - Moved by McLean, Seconded by Hannon that we adjourn this Roads Sub-Committee meeting to meet again on January 12<sup>th</sup>, 2022, at 1:30 P.M or at the Call of the Chair. Carried.

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CHAIR

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SECRETARY