

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held a meeting on April 25th, 2023, at 5:30 p.m. The following members were present: James McLean, Chair, Bill Neilson, Vice-Chair and Member Darren White. Also present were: Craig Micks, Public Works Superintendent, Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer/Deputy Clerk and Kaitlin Chessell, Roads Sub-Committee Secretary.

Call to Order

Chair McLean called the meeting to order at 5:32 p.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Additions:

1) Follow up email from the Township of Southgate regarding a Stop Sign at 4th Line SW and 240 Sideroad Road Allowance

2) Photos from Craig Micks, Public Works Superintendent of top soil pushed up into the ditches on 4th Line OS at 585166 County Road 17

Moved by Neilson, Seconded by White that the agenda be approved as amended. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

Chair McLean declared a conflict of interest on General Business Item 9.6 – as the letter was submitted by him.

Approval of Draft Minutes

Moved by White, Seconded by Neilson that the minutes of Roads Sub-Committee Meeting held on March 20th, 2023 be approved as circulated. Carried.

Business Arising from Minutes

Staff provided an update on communications with Tony Imeno's Lawyer as he was back in contact. Staff got an approximate cost of one million dollars per kilometer to upgrade this road to standard. Tony Imeno's Lawyer reached back out wanting to have a phone call with Denise regarding this.

Correspondence Items

None.

Closed Session

Moved by White, Seconded by Neilson that the Roads Sub-Committee of the Corporation of the Township of Melancthon move into a Closed Session meeting at 5:35 p.m. for the following reason: - Under Section 239(2)(f) – advice that is subject to Solicitor/Client privilege, including communications necessary for that purpose – Letter from Stephen Christie, Township Solicitor regarding Poulton Place Road. Carried

Rise With or Without Report from Closed Session

Moved by White, Seconded by Neilson that the Roads Sub-Committee of the Corporation of the Township of Melancthon rise at 5:54 p.m. with report. Carried. The report being the directives given to Staff in closed session. Carried

General Business

1. Update from Public Works Superintendent

Craig advised that they have washed and painted the wings for the plows and have had the two graders going steady trying to get the roads graded when it's not raining. Craig advised the Committee that they are going to be starting the gravel resurfacing on May 15th, 2023. It was also mentioned that there has been a large increase in garbage to pick up on the roadside and that Staff have been working on the paving tenders and are hoping to send them out next week.

2. Email from Doreen Lyon regarding the Condition of 4th Line NE

Chair McLean spoke to this email as it was sent to Member White and himself. He advised the Committee that he responded to Doreen regarding her concerns. Craig advised that it has already been graded twice this Spring and they will keep an eye on it.

3. Placement of Ped Zones for Spring 2023

Chair McLean advised that the ped zones last year were very effective and they heard good and bad feedback regarding them from residents. The Committee discussed putting them back up and decided that we could move a few off Main Street as there were a few in bad spots. It was discussed about maybe painting around the ped zones like they do in other Township's. Craig advised that the ped zones couldn't go back up until the streets were swept and the lines were repainted. Craig was directed to collect road counter data two weeks prior to the ped zones going up and two weeks after they are up to compare to last year's data.

4. Used Grader Discussion

Craig advised the Committee that he has been speaking to a couple companies that sell used graders, but they do not have anything right now that we would be interested in purchasing. Craig was advised by the Committee that if he found something that he

would like to buy, he is to get a quote and they will hold a Special Council Meeting to accept the quote, as we do not want to miss out on an opportunity.

5. Email from Chad Soper, McMaster Buick GMC & Orangeville Chrysler regarding Dually Truck Tender 03-2022

Staff advised the Committee that Chad Soper from McMaster Buick GMC & Orangeville Chrysler cannot provide the dually truck from Tender 03-2022. They offered two different options but neither of these falls within the provisions of the Tender, so we cannot accept either of them without retendering and giving other companies the opportunity to tender as well.

6. Letter from James and Beatrice McLean requesting Permission to Erect a Small Staircase in the Road Allowance

Chair McLean left the Council Chambers for this discussion as he declared a conflict of interest at the beginning of the meeting on this matter and returned to the meeting once discussions were over. The Committee has no issues with this, and Staff were directed to get an Agreement together for this for them to sign.

7. Other/Additions

1) Follow up email from the Township of Southgate regarding a Stop Sign at 4th Line SW and 240 Sideroad Road Allowance

Staff were directed to contact the Township of Southgate and see if they would be willing to place a stop sign on 240 Sideroad (Townline – stop sign would be on Southgate’s side so they would need to install). It was also discussed that the trees at the intersection should be cut down to ensure better visibility, the trees are on Township property.

2) Photos from Craig Micks, Public Works Superintendent of topsoil pushed up into the ditches on 4th Line OS at 585166 County Road 17

Staff advised the Committee that there is a Site Alteration Application for this property that will be on the May 4th, 2023 Council Agenda for review. The Committee was advised that the Application had also been sent to the Nottawasaga Valley Conservation Authority for review. Staff were directed to reach out to the County of Dufferin regarding the new entrance installed on County Road 17 to this property.

8. Unfinished Business

1. Prioritizing Road Safety and Project Principles – Mapping Exercise

This item was deferred to the next meeting.

Delegations

6:00 p.m. - Public Meeting to discuss Poulton Place with Landowners

All of the Poulton Place landowners were in attendance at this meeting. The Committee discussed that the Township Solicitor has provided the Committee with directions on how we proceed with a Development Agreement – this would not be able to be put on the landowners' taxes but could be billed out at the same time as taxes each year, with two installments over a period of time agreed to with the landowners. The Committee advised the owners that we are going to be tendering this project so that an amount can be agreed to prior to the completion of the work, and that way if the landowners are not agreeable to the cost of the road, then the project will not move forward. Staff have created a timeline for the tender process and completion of the project which can be emailed to the landowners. The tender will be going out on Monday, May 1st, 2023 and close on Thursday, May 25th, 2023 at 12:00 p.m.

Recommendation to Council

None.

Public Question Period

None.

Confirmation Motion

Moved by White, Seconded by Neilson 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

7:00 p.m. - Moved by Neilson, Seconded by White that we adjourn this Roads Sub-Committee meeting to meet again on May 29th, 2023 at 5:30 p.m. or at the Call of the Chair. Carried.

CHAIR

SECRETARY