

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held a meeting on May 29th, 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 Dinnick, Roads Sub-Committee Secretary.

Call to Order

Chair McLean called the meeting to order at 5:31 p.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

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

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by Neilson, Seconded by White that the minutes of Roads Sub-Committee Meeting held on April 25th, 2023, be approved as circulated. Carried.

Business Arising from Minutes

None.

Correspondence Items

None.

General Business

1. Update from Public Works Superintendent

Craig advised that they are half done the gravel resurfacing and received their first load of calcium today. They are going to be working on calcium and grading and culvert replacements in June. Craig advised that the line painting in Horning's Mills and on 2nd Line SW has been completed and he is working on the tractor tender.

2. Discussion regarding OPP Officer attending Roads Sub-Committee Meetings

The Roads Sub-Committee discussed the suggestion made at the last Police Service Board Meeting about Constable Button from the OPP attending Roads Sub-Committee meetings. The Committee thought that it was great that the OPP wanted to be involved in the Roads Sub-Committee discussions and thinks it will be beneficial to have them attend meetings and agreed that it may not be necessary for him to attend all meetings but if we send him an invitation and agenda for each meeting he can decide if he would like to attend.

Recommendation:

The Roads Sub-Committee recommends to Council that we include Constable Button on all Roads Sub-Committee Meeting Dates and Agenda Circulations and provide him with a standing invitation to attend meetings as he sees fit.

3. Discussion regarding Proposed Park in Riverview

The Committee discussed that Council would like to do an onsite in Riverview to look at the Township owned lands and see where a park could be developed. The Committee would like to do this onsite at the end of June and would like to engage the Community and maybe have a BBQ. The Committee would also like to look for grants to help fund this new park.

4. Follow up Email from Samantha Cobra regarding Community Safety zone on 15 Sideroad between County Road 124 and 3rd Line OS

This was discussed and the Committee directed Craig to put the road counter out on this stretch of road to collect data. Staff were directed to reach out to the OPP and have them put the black cat out at the end of June. Staff will reach out to Samantha and let her know.

5. Discussion regarding Road Safety and Mennonite Buggies

The Committee discussed this and take no action taken on this item.

6. Follow up from Meeting with the Township of Southgate regarding 240 Sideroad and 4th Line SW Boundary

Staff provided the Committee with an update, and advised that Jim Ellis, Public Works Manager for the Township of Southgate will be taking a report to Southgate Council to pass a by-law to install a stop sign on the 240 Sideroad Road Allowance.

7. Plans for Erecting Bollards in Horning's Mills

The Committee discussed that we would only be putting eight bollards up for now as we do not want to put the two up near Church Street as they were difficult for residents to navigate around. New parts will need to be ordered to install the other two somewhere else. Staff were directed to post on the Township Facebook about the bollards going up.

8. Motion from the Township of the Archipelago regarding Road Management Action on Invasive Phragmites (Deferred from Council)

The Roads Sub-Committee discussed this motion, and the Committee thinks that it would be a good motion to support as they feel it is important to have government funding to help fight phragmites.

Recommendation:

The Roads Sub-Committee recommends to Council that we support the motion from the Township of the Archipelago regarding Road Management Action on Invasive Phragmites.

9. Amendment to the No Heavy Truck By-law to Remove the 5th Line OS between County Road 17 and County Road 21

The Committee discussed this and decided that they do not want big trucks ruining the road base and they want to look at lowering the speed limit to 60 km/hr was discussed. Craig was directed to put the road counter out to collect data.

10. Road Safety Updates

None.

11. Other/Addition

Craig advised the Committee that he is looking at leasing a grader for a two-month period to see if they are happy with it and then if they are they can purchase it at the end of the leasing period.

12. Unfinished Business

1. Prioritizing Road Safety and Project Principles – Mapping Exercise

This item was deferred.

Delegations

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

Tender 01-2023 Poulton Place Tender closed on May 25th, 2023 at 12 p.m. Four companies submitted tenders: The Murray Group Limited; Cox Construction Limited; Highland Excavating & Grading and Hald Contracting Ltd. Hald Contracting Ltd came in with the lowest bid, however, was disqualified as the 10% deposit cheque was for 10% excluding HST and it was to be inclusive of HST, and the chart totals were not added correctly. The second lowest bid was from Highland Excavating & Grading for a total inclusive of HST is \$142,758.55. The Township can claim a portion of the HST back so the total once the HST Rebate is applied is \$128,558.50. Split between the 6 landowners would be \$21,426.42 per lot. It is recommended that the Roads Sub-Committee Award Tender 01-2023 Poulton Place to Highland Excavating & Grading. If all landowners are agreeable to move forward at this point, the agreements will be provided to them at this meeting and will need to be signed and returned to the Township by Thursday, June 1st, 2023, at 12pm. If all owners sign the agreement, the owners will be contacted by the Township to advise them of this and all owners will then be responsible to take their signed agreements to their lawyers to have it registered on title. The last day to provide confirmation of registration to the Township is Thursday, June 8th, 2023, at 4pm. Once all of the confirmations have been received, a Council meeting will be held to accept the recommended bid, no later than Wednesday, June 14th, 2023.

Recommendation to Council

Recommendation has been outlined above.

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

6:45 p.m. - Moved by White, Seconded by Neilson that we adjourn this Roads Sub-Committee meeting to meet again at the Call of the Chair. Carried.

CHAIR

SECRETARY