

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

The Township of Melancthon Roads Sub-Committee held a meeting on December 4<sup>th</sup>, 2023, at 9:30 a.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 9:33 a.m.

### **Land Acknowledgement**

Chair McLean shared the Land Acknowledgement Statement.

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

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

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

None.

### **Approval of Draft Minutes**

Moved by White, Seconded by Neilson that the minutes of Roads Sub-Committee Meeting held on November 1<sup>st</sup>, 2023, be approved as circulated. Carried.

### **Business Arising from Minutes**

None.

### **Correspondence Items**

None.

### **General Business**

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

Craig advised the Committee that all the plows have been harnessed and are ready for winter. They have completed ditching and have a tractor with a brusher attachment rented and have been working at brushing. Craig advised our new seasonal employee

started today and that they will be implementing the winter schedule with day and afternoon shift's shortly. Craig spoke to the complaint we received about trucks being parked on the road and blocking the road in Bretton Estates and advised he has been out and feels the situation has been handled.

## 2. Report from Craig Micks – 2024 Capital Assets and Projects Recommendations

The Committee reviewed and discussed the Report from Craig Micks regarding 2024 capital assets and project recommendations. It was discussed that option 2 for road projects would be the most feasible option for 2024 however it was discussed that the 2km section of 260 Sideroad that should be paved is 2<sup>nd</sup> Line SW to 4<sup>th</sup> Line SW.

Option 2:

<b>Road Section</b>	<b>Approx KMs</b>	<b>Approx Cost</b>
15 Sideroad – Main St East to the Gravel	1km	\$250,000
260 Sideroad – 2 <sup>nd</sup> Line SW to 4 <sup>th</sup> Line SW	2km	\$375,000
George St, Addeson St, and Lloyd St	500m	\$100,000
<b>Total Cost</b>		<b>\$725,000</b>

It was discussed that the engineering was completed for Structure 2023 in 2023 and we should move forward with rehabilitation in 2024.

<b>Bridge</b>	<b>Location</b>	<b>Approx Cost</b>
2023	4 <sup>th</sup> Line NE South of 260 Sideroad	\$200,000 (as per Chris Knechtel)

The Committee discussed the capital asset recommendation from the report and decided that we should discuss all the options during budget discussions at Council.

<b>Equipment</b>	<b>Approx Cost</b>
Excavator with Brusher Attachment (instead of a Tractor)	\$ 480,000
Pickup Truck for Patrolling (Replace Truck 7)	\$75,000
Roadside Mower (as ours broke in 2023)	\$20,000 - \$25,000
Plow Truck (Tender in 2024 for 2025 Delivery)	\$0

It was discussed that we will require a new plow truck in 2025 and in order to receive the plow truck in 2025 it will need to be tendered and ordered in 2024. This would have no cost in the 2024 budget however the Committee discussed budgeting half of the cost to be put in reserves in 2024.

## **Recommendations:**

The Roads Sub-Committee recommends to Council that we include road projects from option 2 of the report with the change of section of 260 Sideroad to be rehabilitated and the rehabilitation of Structure 2023 in the 2024 budget.

The Roads Sub-Committee recommends to Council that all capital asset recommendations from the report be added to the 2024 budget.

The Roads Sub-Committee recommends to Council that we tender and order a plow truck in 2024 for a 2025 delivery date and include funds in the 2024 budget to go in the equipment reserve.

### **3. Report from Craig Micks – 2024 Personnel Recommendations**

The Committee discussed the need for an additional full time Public Works employee, this would allow for additional help with grass cutting at Township Parks and Cemeteries, assistance with repairs and tasks at the Horning's Mills Hall, additional help during gravel season, as well as any day-to-day tasks as needed. This would ensure that when the Public Works Department is busy doing gravel and calcium in the summer that grass cutting does not fall behind and will help to ensure that enough staff are on shift during the summer when the Public Works employees take their vacation days.

## **Recommendation:**

The Roads Sub-Committee recommends to Council that wages be added into the 2024 budget to hire an additional full time public works employee in May of 2024.

### **4. Email from Al Blundell Regarding the OPP Black Cat Units**

Al Blundell, Chair of the Township of Melancthon Police Service Board, was on zoom and spoke to his email. The Committee discussed that they did not realize how labour intensive and timely it was to set up. Craig advised that the Public Works Employees could assist with this and it was advised that training would likely take place in the Spring.

### **5. Email from Allison Whitten regarding Speeding and Safety in Corbetton**

The Committee discussed the email and decided that this would be discussed during the strategic planning workshops. Craig advised he will go and look and see if there is a speed sign missing entering Corbetton from Highway 10 and if so, he will replace it. He advised that we have had a lot of signs going missing lately and it could have been taken.

## **6. Riverview Park Discussion**

The Committee did an on-site at the Township owned land in Riverview and discussed the potential of a park. There is some land that an owner was wanting to discuss trading with the Township so they could install an entrance to their property from 7<sup>th</sup> Line SW and the land they would want to trade is closer for residents to walk to.

### **Recommendation:**

The Roads Sub-Committee recommends to Council that we discuss approaching the Property Owner about entering into negotiations. This would be discussed at the January 11<sup>th</sup>, 2024 Closed Session Meeting.

## **7. Rogers Fiber Winter Roadside Concerns**

Staff advised that we have had a few issues with the snowplow not being able to get around the vehicles from Rogers parked on the roadsides doing fiber work. The Committee agreed that they cannot be impeding snow removal and staff was directed to set up a meeting with Rogers to discuss and resolve the issues.

## **8. Other/Addition**

None.

### **Delegations**

None.

### **Recommendation to Council**

Recommendations are outlined above.

### **Public Question Period**

None.

### **Confirmation Motion**

Moved by Neilson, Seconded by White 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**

10:32 a.m. - Moved by Neilson, Seconded by White that we adjourn this Roads Sub-Committee meeting to meet again on Monday, January 8<sup>th</sup>, 2024 at 9:30 a.m. or at the Call of the Chair. Carried.

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CHAIR

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SECRETARY