



**ROADS SUB-COMMITTEE HYBRID MEETING  
MONDAY, APRIL 8<sup>TH</sup>, 2024 AT 9:30 A.M.  
AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/84757809135?pwd=OStxSStWVVBMynBrZDJZUmRjVWVmZz09>

Meeting ID: 847 5780 9135

Passcode: 489762

One tap mobile

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- +1 647 558 0588 Canada
- +1 778 907 2071 Canada
- +1 780 666 0144 Canada
- +1 204 272 7920 Canada

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1. Call to Order

***Welcome to all in Attendance and note to the Public – this Committee meeting is being recorded and will be available on the Township website under the Boards and Committee (Roads Sub-Committee) section within 5 business days of the Committee meeting.***

2. Land Acknowledgement

We would like to begin by acknowledging that Melancthon Township recognizes the ancestral lands and treaty territories of the Tionontati (Petun/Wyandot(te)), Haudenosaunee (Six Nations), and Anishinaabe Peoples. The Township of Melancthon resides within the lands named under the Haldimand Deed of 1784 and the Lake Simcoe-Nottawasaga Treaty (Treaty 18).

These territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways, and resources.

3. Additions/Deletions/Approval of Agenda

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ be it resolved that the agenda be approved as \_\_\_\_\_.

4. Declaration of Pecuniary Interest or Conflict of Interest

5. Approval of Draft Minutes – March 4, 2024

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ be it resolved that the minutes of the Roads Sub-Committee meeting held on March 4<sup>th</sup>, 2024, be approved as circulated.

6. Business Arising from Minutes

7. Correspondence Items

8. General Business

1. Update from Public Works Superintendent
2. Entrance Request on the 7<sup>th</sup> Line SW from Ajeet Sran
3. Discussion on Township Tree Program for 2025
4. Road Safety Task Force
5. Special Events Permit for Creemore Turas Mor May 11, 2024
6. Other/Additions

9. Acting Sergeant R. Button – Dufferin OPP

10. Recommendations to Council

11. Public Question Period

12. Confirmation Motion

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

13. Adjournment and Date of Next Meeting

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ be it resolved that we adjourn this Roads Sub-Committee meeting to meet again on Monday, May 6<sup>th</sup>, 2024, at 9:30 a.m. or at the call of the Chair.

## Kaitlin Dinnick

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**From:** Denise Holmes  
**Sent:** Wednesday, April 3, 2024 4:26 PM  
**To:** Kaitlin Dinnick  
**Subject:** FW: Spec. Event. Application - Creemore Turas Mór  
**Attachments:** Melancthon Application Special Event Permit - Creemore Turas Mor 20240511.pdf;  
CSTM 2024 General Map V2.pdf

**Importance:** High

*Kind regards,*

**Denise B. Holmes, AMCT**  
**CAO/Clerk, Township of Melancthon**  
**519-925-5525 Ext. 101**

**The Administration Office will be open to the public Monday to Friday from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m. There will be no public access between 12:00 p.m. to 1:00 p.m. as the Office will be closed.**

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**From:** Josee <josee@cyclesportmanagement.com>  
**Sent:** Wednesday, April 3, 2024 3:51 PM  
**To:** Denise Holmes <dholmes@melancthontownship.ca>  
**Cc:** Creemore Springs <creemoreturasmor@gmail.com>  
**Subject:** Spec. Event. Application - Creemore Turas Mór  
**Importance:** High

Dear Mrs Holmes,

My name is Josee Larocque. I work with Creemore Springs for their annual *Turas Mór* cycling ride event coming up, on Saturday, May 11, 2024.

I was advised to email you with the information below regarding our Special Event Application for the Turas Mór participants to ride on the roads through Hornings Mills, in the Melancthon Townships.

### **Event Background**

*Turas Mór* (means great journey in Gaelic) is an annual cycling ride event (not a race), put on by the *Creemore Spring Brewery* since 2016. This will be the 7th edition. The rides' itinerary are composed mostly of gravel roads.

For the first time, one of the rides will be extended to allow extra km to be ridden and would be coming through Hornings Mills.

### **Melancthon Twonship Roads to be use by cyclists on Saturday May 11, 2024**

Arriving from Terra Nova

- 1) West bound on River Road (Mill St.) from Mulmur- Melancthon Townline to Main St. Hornings Mills. (+/- 1.5 km).
- 2) Right turn, North bound, on Main St. from Mill St. to 15 Sideroad (1 km).
- 3) Right turn, East bound, on 15 Sideroad from Main St. to Mulmur- Melancthon Townline, (heading to Prince of Whales Rd.) (+/- 1.5 km).

### **Estimated Time Frame**

- Set-up at Horning Mills Community Hall: 10:00 - 14:00 (2 pm)
- Cyclists would be coming through: 10:30 - 13:30

### **Hornings Mills Community Hall**

Already in process. An initial contact was made with the volunteer chair-Ruth to request permission to use of the parking lot for the Turas Mòr event to set-up a water station.

### **Attached Documents:**

- Application (found online) for Special Event
- General Map of the whole Turas Mòr cycling event rides.
- Specific Map of the Melancthon ride portion.

### **To be provided in future based on approval.**

Specific cycling event insurance certificate which will include Melancthon Township, or as per your directive.

I remain available should you need any further details and I look forward to be in contact with you.

Thank you for your assistance.

Kind regards  
Josee

Josée Larocque

**Cycle Sport Management**

Work | 1 905 704 1224

Mobile | 1 514 826 3601



*IMPORTANT CONFIDENTIAL:*



Application for Special Event Permit
Schedule "A" to By-law 2013 - 55

Applicant Name: Heather Harding

Organization: CREEMORE SPRINGS - TURAS MÓR

Address: 139 MILL ST. CREEMORE Postal Code: L0M 1G0

Telephone: Day [redacted] Evening SAME

Email: heather.harding@creemoresprings.com

Date(s) of Proposed Event: SATURDAY MAY 11, 2024

Time(s) of Proposed Event: 10:00 AM - 2:00 PM

Location of the Event: HORNINGS MILLS COMMUNITY CENTRE: RIVER RD / MILL ST, MAIN ST, & 15 SIDEROAD

Property Owner (if different than applicant):

Property Owner Contact (if different than applicant):

1. Describe the Proposed Event: BICYCLE RIDE PARTICIPANTS RIDING THE ROADS DESCRIBED AND REQUEST TO USE THE HORNING MILLS COMMUNITY CENTRE OUTDOOR FOR A REST STOP / WATER STATION

2. Does this event require the use of Municipal Property (i.e. roads, facilities)? Y N

If yes, explain: CYCLIST PARTICIPANT WILL BE RIDING (NOT RACE) ON THE ROADS LISTED

3. How many people are expected to attend the event: 175
Note: Major Events of 1,000 people or more require the approval of Council.

4. Does the event involve the use and/or sale of alcohol? Y N
Note: Licensed events on Municipal property must comply with the Melancthon Municipal Alcohol Risk Management Policy.

5. The OPP Dufferin County Detachment has been notified of this event: Y N
Written confirmation from the OPP may be required.

6. What is the Zoning designation on the subject property?

7. Proof of Current Insurance Attached: Y N


Table with 2 columns: Regular Event, Event Involving Use/Sale of Alcohol. Rows describe insurance requirements for each event type.

Note: The Certificate of Insurance shall identify the address of the event as being the insured property.

8. Are you planning a fire or any burning? Y N If so, burn permit is required.

9. Will there be food vendors at the event? Y N If so, a Special Event Food Vendor Application (attached) must be completed and sent to the Wellington Dufferin Guelph Health Unit for approval prior to the event.

**Permit Requirements:** Applicants may be required to post a performance bond up to ninety (90) days after the conclusion of the event.

Applicant Signature:  Date: 04/22/24

**For Internal Use Only:**

Department	Comments/Conditions	Signature
Council		
Fire		
Parks		
Building & By-law Enforcement		
Transportation & Environmental Services		
Finance		
Planning		

Application: Approved  Denied  Approval Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

