

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on August 14th, 2025, at 9:30 a.m. The following members were present: James McLean, Darren White and Ruth Plowright. Also present were: Denise Holmes, CAO/Clerk, Craig Micks, Public Works Superintendent, and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary.

Call to Order

Chair McLean called the meeting to order at 9:32 a.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

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

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by Plowright, Seconded by McLean, that the minutes of the Infrastructure and Emergency Management Committee Meeting held on June 2nd, 2025, 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 the application of calcium has been completed, and gravel has been applied to all roads designated as No Winter

Maintenance. Installation of Mennonite buggy signs is scheduled to begin next week. In addition, Public Works Staff are starting up work again at trimming trees along the roads to address damage caused by the recent ice storm.

2. Update on Capital Project (260 Sideroad)

Craig Micks, Public Works Superintendent, advised that Cox Construction has installed the three crossing culverts. An additional culvert was identified and will also need to be completed. Once that work is finished, ditching will begin. The entire project is expected to be completed in September.

3. Update on Proposed Riverview Park

Denise Holmes, CAO/Clerk spoke to this item and advised that the staking took place on July 24, 2025. Member Plowright noted that now that the area has been staked, she will ask Louie Kay to visit the site and provide a proposal for the park, which will be brought forward for discussion at the September Meeting.

4. Update on Horning's Mills Proposed Paved Shoulders

There was discussion regarding the fact that only \$25,000 was budgeted for the project, while all received quotes were over \$60,000. The Committee considered the possibility of deferring the engineering work to next year and budgeting the remaining amount at that time. This item will be deferred to the September 4, 2025, Council Meeting for further discussion.

5. Discussion on Park Structures and Infrastructure Needs – Standing Item Now

Member Plowright advised that the letter that was prepared for sponsorship of the park will be distributed in September and October to gather support for park equipment. She also noted that Council could consider budgeting for some park upgrades next year. It was mentioned that signage at Horning's Mills Park needs to be updated; Member Plowright will prepare a proposal for this. Member White noted that Hydro One has grants available for park improvements, and Sarah Culshaw, Treasurer will look into the eligibility, requirements, and timelines for all applicable grants and report back at the next meeting. Regarding Riverview Park, a question was raised about whether the insurance company has been contacted regarding the park and associated costs for annual insurance.

6. Discussion on Horning's Mills Hall Infrastructure Needs – standing item now

1. Heat Cables for the Roof of the Hall (Councillor Plowright)

Member Plowright spoke to this item, noting that there have been ongoing issues with ice buildup on the roof of the Hall. She advised that the only long-term solution is to install heat cables, which consume very little power and can remain plugged in throughout the winter. A roofer or eavestrough specialist will be contacted to obtain a few quotes, which will be brought back to the next Committee Meeting for review. Member Plowright also requested that a few sections of damaged paint be repaired after the heat cables are installed. Additionally, it was reported that one of the poster boards at Oldfield Court in Horning's Mills is missing.

2. Repair of Ice Damage (Councillor Plowright)

This item was discussed above.

7. Update on Public Works General Labourer Position

Craig advised that we received some applications and are going to be setting up interviews in the next few weeks, to start as soon as possible.

8. Road Rationalization Study Update

Denise advised that she has reached out to Scott Burns regarding the downloading of three bridges to the Township. The bridges identified are located in Corbetton, on the Southgate Townline (the red bridge), and on the Mulmur-Melancthon Townline. She also provided an overview of the process involved. Further updates will be available in the new year.

9. Road Maintenance on Summer Access Roads (Mayor White)

Member White advised that he has received several calls regarding the condition of the summer maintenance roads, particularly concerning roadside trimming. He noted that the roads have become so overgrown and built up that a tractor can no longer pass through. He emphasized that the Township is obligated to keep these roads passable during the summer months. Craig is working on obtaining a quote for a machine to purchase which would help to complete this work, he hopes to present the quote to Council in September, with the goal of receiving the machine by the end of the year.

10. Discussion on 2nd Line SW and 260 Sideroad Intersection and 2nd Line SW and County Road 17 Intersection (Mayor White)

Member White spoke to this item, noting that the northbound lane approaching the intersection requires patch paving. As the area falls within the County's intersection footprint, it is believed to be their responsibility. Member White is seeking confirmation from Craig that the repair falls under the County's jurisdiction, and if so, he will bring the matter forward to them.

11. Other/Additions

Denise advised that the process to assume the streets in Bretton Estates has begun. There are securities in place that are expected to cover most of the associated costs. Craig is meeting with RJ Burnside & Associates this afternoon to discuss the required work.

Recommendations to Council

No Recommendations from this meeting.

Public Question Period

None.

Confirmation Motion

Moved by Plowright, Seconded by White, that all actions of the Members and Officers of the Infrastructure and Emergency Management 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. Carried.

Adjournment

10:26 a.m. - **Moved by White, Seconded by Plowright,** that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on Monday September 8th, 2025, at 9:30 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY