

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on September 11th, 2025, at 9:30 a.m. The following members were present: James McLean, and Darren White. Also present were: Craig Micks, Public Works Superintendent, and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary and Sarah Culshaw, Treasurer. Ruth Plowright was absent.

Call to Order

Chair McLean called the meeting to order at 9:31 a.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Addition

Email from Taylor Scherer regarding 2nd Line SW and 260 Sideroad Intersection (Deferred from Council)

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

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by McLean, Seconded by White, that the minutes of the Infrastructure and Emergency Management Committee Meeting held on August 14th, 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 roads are being graded again in preparation for winter, and the gravel work on the no-winter-maintenance roads has been completed. He noted that work on tree damage from the ice storm will resume next week and all of the Mennonite signs have been installed, with a few additional signs ordered as they ran out. Craig also reported that a new Public Works Employee started on Monday and they are working at taking some equipment to the Shelburne Fall Fair for this weekend. Chair McLean asked how the equipment is running, and Craig confirmed that everything is running well.

2. Update on Capital Project (260 Sideroad)

Craig advised that the project has been delayed slightly to coordinate with the Bretton Estates work; however, crews are currently working on ditching. Mayor White asked about posting updates on Facebook and Municipal 511 to inform the public.

3. Update on Proposed Riverview Park

Staff provided information from the insurance company regarding the park being next to the river. Staff were directed to check on whether we have an actual survey for the property.

4. Update on Horning's Mills Proposed Paved Shoulders

Staff advised that a recommendation report is going to next council meeting for further discussion.

5. Discussion on Park Structures and Infrastructure Needs

Sarah Culshaw, Treasurer, advised that there are currently no federal or provincial grants available. She noted that some community grants are available, most of which are matching grants. Additional grant information may become available in late fall. The report is to be referred to Council for further discussion.

6. Discussion on Horning's Mills Hall Infrastructure Needs

Craig advised that he had contacted three companies for quotes to install heat cables on the roof of Horning's Mills Hall and has only received one quote to date. The Committee reviewed the quote and is recommending that Council proceed with it so the work can be completed this year.

Recommendation

The Infrastructure and Emergency Management Committee recommends to Council that we hire 519 Contracting to install heat cables on the roof of the Horning's Mills Hall before winter for a cost of \$2,853.25 inclusive of HST.

7. Other/Additions

Email from Taylor Scherer regarding 2nd Line SW and 260 Sideroad Intersection (Deferred from Council)

This item was referred back from Council for further discussion. It was recommended to order larger stop signs and relocate the "Stop Ahead" sign for better visibility. Staff will also look into installing flashing lights on top of the stop signs. Craig advised that he has spoken with Cox Construction regarding rumble strips and is waiting for a response, but will obtain pricing. Council is to be notified once the new signs have been installed, and the rumble strip quote should be brought forward to Council as soon as it is available for discussion.

Chair McLean – County Council Meeting

Chair McLean advised that a report regarding the Road Network Rationalization Plan will be discussed tonight at the County Council Meeting with a recommended transfer date of June 1, 2026. As part of the transfer, three bridges will be downloaded to Melancthon Township. The Committee discussed Red Bridge as it is considered a safety hazard and cannot be downloaded in its current state; the County will either need to provide funds for its removal or remove it prior to the transfer. It was suggested that the Township request that the bridge be temporarily removed from the agreement and consider reaching out to Southgate regarding this matter.

Recommendations to Council

Outlined above.

Public Question Period

None.

Confirmation Motion

Moved by White, Seconded by McLean, 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

10:06 a.m. - **Moved by McLean, Seconded by White**, that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on Monday October 6th, 2025, at 9:30 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY