

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on December 8th, 2025, at 9:30 a.m. The following members were present: James McLean (virtual), and Ruth Plowright. Also present were: Craig Micks, Public Works Superintendent, Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary. Darren White was absent with prior notice given.

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 Plowright, Seconded by McLean, 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 November 18th, 2025, be approved as circulated. Carried.

Business Arising from Minutes

None.

Correspondence Items

Chair McLean advised that he received an email requesting a sign go on the post under the stop sign at County Road 17 and 2nd Line SW indicating that it is a 2 way stop. Craig advised that they would have to get ahold of the County and discuss if this is something they would do.

General Business

1. Update from Public Works Superintendent

Craig Micks, Public Works Superintendent, advised that they have been grading and hauling gravel to bad spots of roads and been plowing lots of snow. Craig advised that he spoke to Downey's about the trucks running up the 3rd Line from Shelburne and they are to be speaking to the company.

2. Black Cat Radar Data for County Road 17

Staff advised that the Black Cat device is being sent in for repairs as the reports were coming back with obscure data and when we reached out to the company that we got the black cat from they determined that our device needs to be sent in for repairs as the data it is producing is not accurate.

Staff were directed to bring back a schedule of where the black cat will be placed in 2026 each week to the next meeting for the Committee to review.

3. Update on Proposed Riverview Park

Councillor Plowright advised that she had a site visit with Louie Kay and he has advised that a walking path is not something that would work on this property due to its size.

4. Discussion on Park Structures and Infrastructure Needs

The Committee discussed the infrastructure needs of the Township's parks and noted that Riverview Park cannot be developed for a walking trail due to its size. Council had included \$10,000 in the 2025 budget for this park, and the Committee recommends reallocating these funds to purchase a slide for Corbetton Park instead. The Committee also expressed interest in exploring beautification options for both Corbetton and Riverview, including installing flower baskets on the bridges next summer.

The Committee discussed that there are some missing flags in the Village and Hamlets, Craig was directed to get a number of how many are missing so we can get a costing to replace them. The Committee asked Sarah if she could recirculate her grant report so that they could review it again.

Recommendation

The Infrastructure and Emergency Management Committee recommends that Council reallocate the money budgeted for Riverview Park (\$10,000) to the Corbetton Park to purchase a new slide.

The Infrastructure and Emergency Management Committee recommends that Council allocate money in the 2026 budget for beautification of Corbetton and Riverview.

5. Discussion on Horning's Mills Hall Infrastructure Needs

Craig advised that the heat cables have not been installed on the roof yet and he is going to look at getting quotes from other companies. Staff have reached out to get costing to replace the windows at the Hall as discussed and will bring the quotes to the next meeting if they have been received. Staff advised that rodent control has been done for the Winter and has been put on a Spring and Fall schedule going forward. Councillor Plowright advised that the front door needs to be fixed as there is a large gap, Craig was directed to get someone in to repair this. Councillor Plowright asked Sarah Culshaw, Treasurer about a grant to redo the downstairs kitchen. Sarah is going to look and see if anything is available and report back at the next meeting.

6. Other/Additions

Nothing for this matter.

7. Unfinished Buisness

1. Report from Craig Micks & Kaitlin Dinnick – 2026 Public Works Capital Expenditures

The two reports were discussed by the Committee and will be reviewed at the upcoming Council meeting.

2. Report from Craig Micks & Kaitlin Dinnick – 5 Year Capital Plan

This report was discussed above.

3. Ontario Launches Pothole Prevention and Repair Program

Sarah Culshaw, Treasurer advised that the application is due this week and she will be applying for it.

Recommendations to Council

Recommendations are outlined above.

Public Question Period

None.

Confirmation Motion

Moved by Plowright, 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

10:19 a.m. - **Moved by McLean, Seconded by Plowright**, that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on January 12th, 2026, at 9:30 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY