

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a virtual meeting on August 12th, 2026, at 9:00 a.m. The following members were present: James McLean, Ruth Plowright and Darren White. Also present were: Craig Micks, Public Works Superintendent, Kaitlin Dinnick, Deputy Clerk/Planning Coordinator and Denise Holmes, CAO/Clerk.

Call to Order

Chair McLean called the meeting to order at 9:00 a.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Moved by Plowright, Seconded by White, 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 White that the Minutes of the May 4th and June 10th Meeting 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 Calcium and roadside mowing has been completed. Public Works have been working on doing some spot grading which has amounted to more than usual this year and completing roadside brushing.

Public Works have been changing signs that need done and installed the new gate at the Horning's Mills Park.

Chair McLean asked about the culvert replacement on 3rd line and County Road 17, Craig advised the culvert has been ordered and it will be completed by fall.

2. Update on the Beautification of the Village & Hamlets

Member Plowright thanked Public Works for watering the plants in the Hamlets and Village as they look amazing and Council members have been receiving compliments.

Chair McLean requested that planters be placed on the 7th Line SW bridge in Riverview next year and Staff were directed to see if we have enough money in the budget to replace five of the existing planters for next year.

Mayor White asked about getting Canadian Flags in the Village and Hamlets and having them with the banners for next year.

3. Discussion on Park Structures and Infrastructure Needs

Nothing for this matter.

4. Discussion on Township Infrastructure Needs

Nothing for this matter.

5. 2026 Road Counter Data

This was accepted as information.

6. Horning's Mills Paved Shoulder Quote from Cox Construction Limited

The Committee discussed the quote from Cox Construction Limited for the Horning's Mills Paved Shoulder, and discussion proceeded about whether Public Works will install the bollards or Cox Construction. Staff were directed to communicate with the public about the different phases of the project. Staff provided the Committee with an update on the 7th Line SW paving project.

Recommendation

The Infrastructure and Emergency Management Committee recommends that Council accept the quote from Cox Construction Limited for the Horning's Mills Paved Shoulder for \$80,089.39 inclusive of HST with the Township supplying the bollards.

7. 2026 Capital Roads Projects Update

This item was discussed above.

8. Road Sign Replacement Process

Craig advised the Committee that he has met with a company who will be providing a quote to go around and identify what signs the Township needs to replace and ensure that our signage is up to standard. This will provide the Public Works Department with an inventory and help with budgeting for sign replacement. Chair McLean would like Public Works to be taking an inventory every spring and suggested a sign replacement spreadsheet tablet.

9. 2027 Capital Road and Bridge Projects

The Committee requested that Five-year Capital Plans be prepared for the next meeting to discuss.

10. Update on Paid Duty Officer Program

The Committee reviewed the Paid Duty Officer Report provided by the OPP. The Committee would like to see the time left on Thanksgiving weekend and at back to school time.

11. Other/Addition

Nothing for this matter.

12. Unfinished Business

1. Fire Service Boundary Mapping Update

Denise Holmes advised that the mentioned this issue to the new County of Dufferin CAO, and no further updates were available.

2. Current Equipment List and 5 Year Capital Equipment Plan

This is a standing item. Nothing for this item.

3. Email from Katerina Mildner regarding Car Damage on 260 Sideroad North of 7th Line SW with Quote

The Committee discussed the precedence setting by paying this invoice. Staff were directed to create a policy that will outline what criteria would need to be met in order for the Township to pay invoices such as this.

Staff were advised to advise Ms. Mildner that we will be creating a policy and will review her quote in comparison to the policy once it is in place.

Recommendations to Council

Recommendation was outlined above.

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

9:35 a.m. - **Moved by McLean, Seconded by White,** that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on Monday September 14th, 2026 at 9:00 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY