

## **CORPORATION OF THE TOWNSHIP OF MELANCTHON**

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on May 8<sup>th</sup>, 2025, at 9:00 a.m. The following members were present: James McLean, Darren White (10:18 a.m.) and Ruth Plowright. Also present were: Denise Holmes, CAO/Clerk, Craig Micks, Public Works Superintendent, and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary.

**On-site at Proposed Riverview Park – 7<sup>th</sup> Line SW – Walking Trail at 9:00 a.m.**

**On-site in Horning’s Mills – Main Street – Proposed Paved Shoulders at 9:30 a.m.**

### **Call to Order**

Chair McLean called the meeting to order at 10:18 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 White, Seconded by Plowright**, that the minutes of the Infrastructure and Emergency Management Meeting held on April 15, 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 Public Works Department has spent the last 4 weeks cleaning up from the ice storm and grading roads. He advised that the 3 new employees we hired last Spring will be taking a 3-day grader course next week and that grader 2 is currently being repaired. Craig advised that he got a second opinion on Truck 1's transmission and a new oil pan and some transmission fluid seem to have fixed it for now.

### **2. Discussion on 2 On-Sites**

#### On-site at Proposed Riverview Park – 7<sup>th</sup> Line SW – Walking Trail

The Committee discussed the on-site and agreed that the next steps would be to see if we have a survey on file for the property and to create a concept plan.

#### On-site in Horning's Mills – Main Street – Proposed Paved Shoulders

The Committee discussed the on-site and Mike Vaughan, RJ Burnside & Associates who met with us on site will be providing us with two quotes (1 for traditional sidewalks and 1 for paved shoulders) to consider.

### **3. Road Project Updates & Timeline**

The Committee was advised that we will hopefully put the paving tender out at the end of May or beginning of June for a July closing date and a project completion date of September or October.

### **4. Ice Storm Debrief**

Denise Holmes, CAO/Clerk advised that Melancthon's debrief will be take place sometime in early June.

### **5. Discussion on Establishing a Township Building Capital Needs Plan/Assessment**

Chair McLean wanted to get the Committee's opinion on having a Township Building Capital Needs Plan/Assessment as he feels that all other Township owned building have one. Staff was directed to look into whether the Township Building is included in the Assessment Management Plan from last year.

### **6. Email From Beverly Byers – 2<sup>nd</sup> Line NE**

The Committee reviewed the email concerns and Staff was directed to advise Beverly that the traffic numbers do not warrant paving conversations around 2<sup>nd</sup> Line NE.

## **7. 2025 Infrastructure and Emergency Management Committee Meeting Schedule**

The Committee discussed wanting to have a standing meeting date and it was decided that the Committee would meet the first Monday of each month at 9:30 a.m. and they will adjust the date around Statutory Holidays.

### **Other/Additions**

None.

### **Recommendations to Council**

None.

### **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**

10:44 a.m - **Moved by Plowright, Seconded by White,** that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on Monday June 2<sup>nd</sup>, 2025, at 9:30 a.m. or at the call of the Chair. Carried.

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CHAIR

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SECRETARY