



Township of Southgate

Minutes of Council Meeting

March 4, 2020
9:00 AM
Council Chambers

Members Present: Deputy Mayor Brian Milne
Councillor Barbara Dobreen (electronic participation)
Councillor Michael Sherson
Councillor Jason Rice
Councillor Jim Frew
Councillor Martin Shipston

Members Absent: Mayor John Woodbury

Staff Present: Dave Milliner, CAO
Bev Fisher, CBO
Kevin Green, Facilities Manager
Clinton Stredwick, Planner
Lindsey Green, Acting Clerk
Elisha Hewgill, Legislative Assistant
Karen Foster, Canine Control Officer

1. Call to Order

Deputy Mayor Milne called the meeting to order at 9:02 AM.

2. Open Forum-Registration begins 15 minutes prior to meeting

No members of the public spoke at open forum.

3. Confirmation of Agenda

No. 2020-116

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended.

Carried

4. Declaration of Pecuniary Interest

No one declared a pecuniary interest related to any item on the agenda.

5. Adoption of Minutes

No. 2020-117

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council approve the minutes from the February 19, 2020 Council meeting as presented.

Carried

6. Reports of Municipal Officers

6.1 Fire Chief Derek Malynyk

6.1.1 FIRE2020-006- Volunteer Fire Fighter Appointment

No. 2020-118

Moved By Councillor Shipston

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report FIRE2020-006 for information; and

That Council approve the hiring of Jodie Cordingley as an Auxiliary member with the Dundalk Fire Department.

Carried

6.2 Facilities Manager Kevin Green

6.2.1 REC2020-001-Grass Tender RFQ

No. 2020-119

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report REC2020-001 for information; and
That Council approve the release of the Lawn Maintenance Contract Request for Quotations to start a process to secure a contractor to complete the work.

Carried

6.2.2 REC2020-002- Rock Climbing Wall Purchase

No. 2020-120

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report REC2020-002 for information; and

That council approve the purchase of the proposed climbing wall system from Impact Climbing in Milton, Ontario at the supplied price of \$11,865 including HST and shipping.

Carried

6.3 Acting Clerk Lindsey Green

6.3.1 CL2020-008 – Request to Purchase Road Allowance

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CL2020-008 for information; and

That Council direct staff to proceed with **Option** ____ as outlined in this report.

The motion was split, and each clause was voted on separately.

No. 2020-121

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CL2020-008 as information.

Carried

No. 2020-122

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council direct staff to proceed with **Option 2** as outlined in this report.

Carried

6.3.2 CL2020-009 - Request for Additional Dogs on Kennel Licence

No. 2020-123

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CL2020-009 as information; and

That Council approve an additional 10 small dogs under Mr. Martin's kennel licence.

Carried

6.4 Public Works Manager Jim Ellis

6.4.1 PW2020-018 Department Report

No. 2020-124

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PW2020-018 for information; and

That Council consider approving the Automotive Materials Stewardship amending agreement by By-law number 2020-033.

Carried

**6.4.2 By-law 2020-033 - Automotive Materials Services
Amending Agreement**

No. 2020-125

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that by-law number 2020-033 being a by-law to authorize an amending agreement between Automotive Materials Stewardship Inc. and the Township of Southgate be read a first, second and third time, finally passed, signed by the Deputy Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

6.5 HR Coordinator Kayla Best

**6.5.1 HR2020-05 – Amended Health & Safety Policy #33B
– Respect in the Workplace: Harassment and
Violence**

No. 2020-126

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report HR2020-05 for information; and

That Council approve the changes to the Health & Safety Policy #33B, Respect in the Workplace: Harassment and Violence as presented; and

That Council consider approval by Municipal By-law 2020-035 for the Health & Safety Policy #33B, Respect in the Workplace: Harassment and Violence as presented.

Carried

6.5.2 By-law 2020-035 - Policy No. 33B - Workplace Respect - Harassment & Violence Approval

No. 2020-127

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-035 being a by-law to adopt an "Occupational Health and Safety Policy – Respect in the Workplace: Harassment and Violence" known as Policy No. 33B and to repeal By-law 2019-171 be read a first, second and third time, finally passed, signed by the Deputy Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

6.6 Chief Administrative Officer Dave Milliner

6.6.1 CAO2020-020 - Asset Management Coordinator & Financial Analyst Description, Pay Band and Job Posting Approval Report

No. 2020-128

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report CAO2020-020 as information; and

That Council approve the job description for the position of Asset Management Coordinator & Financial Analyst as presented following the Job Evaluation Committee review; and

That Council approve the Job Evaluation Committee review of the job description of Asset Management Coordinator & Financial Analyst to place the position in pay band 10 on the Southgate Employee Pay Grid; and

That Council direct staff to approve and proceed with an internal and external job posting, closing March 30, 2020, with appropriate advertising.

Carried

**6.6.2 CAO2020-022 Community Foundation Grey Bruce
Southgate Contribution-Revenue Analysis Report**

No. 2020-129

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report
CAO2020-022 as information; and

That Council direct to staff to proceed with developing a
draft Southgate Community Foundation Endowment Fund
Agreement with Community Foundation Grey Bruce to
establish a Township endowment fund to support in future
community organizations with donations requests and
grant funding; and

That Council direct staff to proceed with the draft
agreement with annual seed funding of \$30,000.00 for a
period of 5 years to establish the Southgate Community
Foundation Endowment Fund; and

That Council direct staff to finalize a Southgate Donor
Advised Community Agreement for approval at a future
Council meeting.

Carried

6.6.3 CAO2020-023 OGRA Conference Report

No. 2020-130

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive staff report
CAO2020-023 as information; and

That Council consider as part of our next visioning session
meeting that we have a discussion on the issue of long
term access to High Speed Communications infrastructure
in rural Southgate; and

That Council direct staff to facilitate discussions with

industry experts to develop short and long term future plans for High Speed Fibre Communications Infrastructure in rural Southgate; and

That Council consider partnerships to provide fibre optic cable installations into the rural area of Southgate through making municipal investments, seeking external funding sources and working with SWIFT to fund projects.

Carried

6.6.4 CAO2020-024 Southgate RED Funding Agreement Approval Report

No. 2020-131

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report CAO2020-024 as information; and

That Council approve proceeding with the RED Funding application agreement for Streetscaping of Downtown Dundalk, specifically for Proton Street upgrades of streetlight poles, parking lot, signage, banners, bows, benches, flower baskets, planter boxes, bike racks and waste/recycling containers.

Carried

7. By-laws and Motions

None.

8. Consent Items

8.1 Regular Business (for information)

No. 2020-132

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council approve the items on the Regular Business consent agenda dated March 4, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

8.1.1 PW2020-015 Proton Landfill Site Monitoring Report (2018/2019)

8.1.2 PW2020-016 Ontario Good Road Association 2020 Conference Report

8.1.3 HR2020-04– Cemetery Caretaker TAPS Operator/Labourer Hopeville 1 Year Contract

8.1.4 CAO2020-019 MECP Conservation Authority Act Public Consultation Report.

8.1.5 CAO2020-021 Southgate 2019-2023 CAP - 2019 Annual Report

8.1.6 February 2020 Cheque Register

8.2 Correspondence (for information)

No. 2020-133

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive the items on the Correspondence consent agenda dated March 4, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

8.2.1 Correspondence from Ombudsman Ontario re Open Meeting Investigation - received February 5, 2020

8.2.2 Municipal Alcohol Policy Letter to Municipalities - received Feb 12, 2020

**8.2.3 County of Grey Invitation to Annual Warden's Forum
- received Feb 13, 2020**

**8.2.4 Joint Accessibility Advisory Committee Site Visit
Minutes February 12_ 2020 - received Feb 14, 2020**

**8.2.5 Grey County Cycling and Trails Master Plan
Presentation Session Feb 27 - received Feb 14, 2020**

**8.2.6 Township of Southgate-Compliance results 2019 -
received Feb 15, 2020**

**8.2.7 Bruce Power Sustainability Report - received Feb 17,
2020**

**8.2.8 Proposed regulatory changes under the Aggregate
Resources Act - received Feb 17, 2020**

**8.2.9 OSHF Youth Mental Health Fundraiser - received Feb
24, 2020**

**8.2.10 SVCA Dec 11, 2019 Minutes and 2020 Meeting
Schedule - received Feb 24, 2020**

**8.2.11 2020 SMART Minutes approved - received Feb
24, 2020**

**8.2.12 2020 SMART operational budget and
contributions - received Feb 24, 2020**

**8.2.13 EH!tel Networks Inc. Press Release - received
Feb 26, 2020**

**8.2.14 Dundalk Minor Hockey Association
Correspondence re Hockey Amalgamation - received
February 27, 2020**

**8.2.15 MMAH Correspondence re PPS Municipal
Decision - received February 28, 2020**

8.3 Resolutions of other Municipalities (for information)

No. 2020-134

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated March 4, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

8.3.1 Township of Madoc - Bill 156 - received Feb 19, 2020

8.3.2 Township of Madoc Conservation Authority Levies resolution - received Feb 19, 2020

8.3.3 Township of Madoc supporting Town of Techumseh regarding 911 misdials. - received Feb 19, 2020

8.3.4 Township of Puslinch - Resolution No. 2020-012 Support for Electronic Delegation - received Feb 20, 2020

8.3.5 Township of Puslinch Resolution No. 2020-010 Bill 132 - received Feb 20, 2020

8.3.6 Frontenac County Council resolution of support for Conservation Authorities - received Feb 21, 2020

8.3.7 County of Peterborough Resolution - Re Bill 156 - received Feb 25, 2020

8.3.8 Town of Bracebridge - Support for Ban of Single-Use Wipes - received Feb 25, 2020

8.4 Closed Session (for information)

None.

9. County Report

Deputy Mayor Milne asked if members had any questions about the County Council meeting as he did not have a lot to report. Members did not have any questions.

10. Members Privilege - Good News & Celebrations

Councillor Dobreen explained that she was invited to judge at the Grey County Federation of Agriculture's speaking competition. She noted that all the speeches were very well done and many of the winners were local students.

Councillor Sherson thanked roads staff for their hard work during the significant weather event that was declared at the end of last week and added that as a resident of Southgate he was very appreciative of their efforts. Many of the other members also took the time to thank staff for their efforts during the storm. CAO Milliner also noted that the Dundalk Arena was open for a warming center for anyone that was stranded during the Highway closures.

Lastly, CAO Milliner advised about the 2020 Grey County Warden's Forum being held on April 16th in Flesherton and advised members to RSVP to the event as soon as possible.

11. Closed Meeting

None.

12. Confirming By-law

No. 2020-135

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-036 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its regular meeting held on March 4, 2020 be read a first, second and third time, finally passed, signed by the Deputy Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

13. Adjournment

No. 2020-136

Moved By Councillor Dobreen

Be it resolved that Council adjourn the meeting at 10:24 AM.

Carried

Deputy Mayor Brian Milne

Acting Clerk Lindsey Green