



Township of Southgate
Minutes of Council Meeting

October 7, 2020
9:00 AM
Electronic Participation

Members Present: Mayor John Woodbury
Deputy Mayor Brian Milne
Councillor Barbara Dobreen
Councillor Michael Sherson
Councillor Jason Rice
Councillor Jim Frew
Councillor Martin Shipston

Staff Present: Dave Milliner, CAO
Jim Ellis, Public Works Manager
William Gott, Treasurer
Bev Fisher, CBO
Clinton Stredwick, Planner
Lindsey Green, Clerk
Kayla Best, HR Coordinator

1. Call to Order

Mayor Woodbury called the meeting to order at 9:01 AM.

2. Confirmation of Agenda

No. 2020-420

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council confirm the agenda as amended; and
That Council further amend the agenda to include an updated staff report CAO2020-062 - CAO Update, to include a recommendation for

Council to approve a letter of support for the Dundalk Lawn Bowlers for their Seniors Horizon Grant submission.

Carried

3. Declaration of Pecuniary Interest

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

4. Delegations & Presentations

4.1 JunCtian Community Initiatives - Presentation

No. 2020-421

Moved By Councillor Shipston

Seconded By Councillor Frew

Be it resolved that Council receive the JunCtian Community Initiatives presentation as information.

Carried

4.2 Cuesta Planning Consultants - Robert Harris Entrance Request - Southgate Road 41 - Delegation

No. 2020-422

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive the delegation from Cuesta Planning Consultants regarding Robert Harris's entrance request on Southgate Road 41 as information.

Carried

5. Reports of Municipal Officers

5.1 Planner Clinton Stredwick

5.1.1 PL2020-062 - Request for Second Entrance - Harris

No. 2020-423

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2020-062 for information; and

That Council refuse the request for a second entrance for this residential property.

Yay (3): Mayor Woodbury, Councillor Dobreen, and Councillor Shipston

Nay (4): Deputy Mayor Milne, Councillor Sherson, Councillor Rice, and Councillor Frew

Failed (3 to 4)

Deputy Mayor Milne moved the following motion.
Mayor Woodbury requested a recorded vote on the motion.

No. 2020-424

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council approve Mr. Robert Harris's request for a second entrance on his residential property on Southgate Road 41.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Sherson, Councillor Rice, and Councillor Frew

Nay (2): Councillor Dobreen, and Councillor Shipston

Carried (5 to 2)

6. Adoption of Minutes

No. 2020-425

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the minutes from the September 16, 2020 Council meeting as presented.

Carried

7. Reports of Municipal Officers

7.1 Fire Chief Derek Malynyk

7.1.1 FIRE2020-016- Volunteer Fire Fighter Appointment

No. 2020-426

Moved By Councillor Sherson

Seconded By Councillor Dobreen

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

That Council approve the hiring of Jaxyn Thompson as an Auxiliary member with the Dundalk Fire Department.

Carried

7.2 Clerk Lindsey Green

7.2.1 CL2020-030- Procedural By-law and Electronic Participation Policy Approval

No. 2020-427

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report CL2020-030 as information; and

That Council approve By-law 2020-115 being a by-law to adopt an Electronic Participation Policy No. 86; and

That Council waive Procedural By-law Section 30.1 to allow for a repeal of the current Procedural By-law without public notice; and

That Council approve Procedural By-law 2020-120 as presented.

Carried

7.2.2 By-law 2020-115 - Adopt Electronic Participation Policy

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-428

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that by-law number 2020-115 being a By-law to adopt a "Electronic Participation Policy" known as Policy Number 86 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.2.3 By-law 2020-120 - Procedural By-law

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-429

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that by-law number 2020-120 being a by-law to govern the proceedings of Council, Committees, Public Meetings and Committee of Adjustment be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Nay (1): Deputy Mayor Milne

Carried (6 to 1)

7.2.4 CL2020-031- Fire Reservoir Agreement with the Trustees of the Independent Old Order Mennonite Church

No. 2020-430

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report CL2020-031 for information; and

That Council approve By-law 2020-121 to authorize entering into a fire reservoir agreement with the Trustees of the Independent Old Order Mennonite Church.

Carried

7.2.5 By-law 2020-121 - Fire Reservoir Agreement with Trustees of the Independent Old Order Mennonite Church

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-431

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2020-121 being a by-law to authorize an agreement between Trustees of the Independent Old Order Mennonite Church and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

Council recessed at 10:27 AM and returned at 10:40 AM.

Councillor Dobreen moved the following motion.

No. 2020-432

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed past noon.

Carried

7.3 Public Works Manager Jim Ellis

7.3.1 PW2020-050 Third Release - 1 Tonne 4x4 Crew Cab Truck Tender Award Report

No. 2020-433

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PW2020-050 for information; and

That Council award the new model 1 ton 4x4 gas crew cab truck to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$63,315.00 plus HST.

Carried

7.3.2 PW2020-049-Department Report

No. 2020-434

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2020-049 for information; and

That The Township of Southgate proclaims, "As a community, we are committed to reducing our waste, resource conservation, and educating our community about sustainable living. We recognize that losing waste to disposal and as litter are local and global environmental threats. We will take action to reduces our waste and

support the circular economy and endeavour to take the lead in our community toward environmental sustainability.” We have declared October 19 – 25, 2020 Waste Reduction Week in the Township of Southgate.

Carried

7.4 Chief Administrative Officer Dave Milliner

7.4.1 CAO2020-057 Flato Block 75 Seniors Development Off Site Works Costs Sharing Agreement

No. 2020-435

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive staff report CAO2020-057 as information; and

That Council consider approve the Southgate-Flato Dundalk Meadows Inc. Block 75 Senior Apartment Development Project Cost Sharing Agreement for off-site works to service the project by Municipal By-law 2020-110 at the October 7, 2020 meeting.

Carried

7.4.2 By-law 2020-110 - Flato Block 75 Seniors Apartment - Off Site Works Cost Sharing Finance Agreement

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-436

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that by-law number 2020-110 being a by-law to authorize an agreement between Flato West Meadows Inc. and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.4.3 CAO2020-058 Flato Block 75 Seniors Development Reserve Capacity Servicing Allocation

No. 2020-437

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive staff report CAO2020-058 as information; and

That Council approve the allocation of 56 residential units of servicing capacity for water and wastewater to the Flato Dundalk Meadows Inc. - Block 75 Seniors Apartment Development Project;

That Council consider approving the allocation of 56 residential units of servicing capacity for water and wastewater to the Flato Dundalk Meadows Inc. - Block 75 Senior Apartment Development Project by Township By-law 2020-111 at the October 7, 2020 meeting; and

That Council authorize the Mayor and the Clerk to sign the Flato Dundalk Meadows Inc. - Block 75 Senior Apartment Development Project Final Servicing Capacity Allocation Agreement.

Carried

7.4.4 By-law 2020-111 - Flato Block 75 Seniors Apartment - Final Capacity Servicing Allocation Agreement

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-438

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that by-law number 2020-111 being a by-law to authorize an agreement between Flato West Meadows Inc. and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.4.5 CAO2020-059 Flato Glenelg Carriage House Site Alteration Agreement Report

No. 2020-439

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that Council receive staff report CAO2020-059 as information; and

That Council approve the Flato Glenelg Carriage House Development Project Site Alteration Agreement dated October 7, 2020; and

That Council consider approving the Flato Glenelg Carriage House Development Project Site Alteration Agreement dated October 7, 2020 by Municipal By-law 2020-112.

Carried

7.4.6 By-law 2020-112 - Flato Glenelg Carriage House Site Alteration Agreement

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-440

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-112 being a by-law to authorize an agreement between Southgate Meadows Inc. and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Nay (1): Deputy Mayor Milne

Carried (6 to 1)

**7.4.7 CAO2020-060 Flato Glenelg Carriage House
Residential Development Reserve Capacity Servicing
Allocation**

No. 2020-441

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive staff report CAO2020-060 as information; and

That Council approve the allocation of 170 residential units of servicing capacity for water and wastewater to the Flato Glenelg Carriage House Residential Development Project to serve 118 single family dwellings and 65 townhomes;

That Council consider approving the allocation of 170 residential units of servicing capacity for water and wastewater to the Flato Glenelg Carriage House Residential Development Project by Township By-law 2020-113 at the October 7, 2020 meeting; and

That Council authorize the Mayor and the Clerk to sign the Flato Glenelg Carriage House Residential Development Project Final Servicing Capacity Allocation Agreement.

Carried

7.4.8 By-law 2020-113 - Flato Glenelg Carriage House - Phase 1 Final Capacity Servicing Allocation Agreement

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-442

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that by-law number 2020-113 being a by-law to authorize an agreement between Southgate Meadows Inc. and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.4.9 CAO2020-061 Southgate 2019-2023 CAP - 2020 Progress Report

No. 2020-443

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CAO2020-061 as information; and

That Council and Staff consider this 2020 CAP Progress Report in our 2021 budget preparation and discussions in order to achieve the future goals of the plan.

Carried

7.4.10 CAO2020-062 CAO Update Report October 7 2020

No. 2020-444

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report CAO2020-062 as information; and

That Council approve staff continuing to work with JunCtian Community Initiatives as a community partner and service provider to support specifically youth newcomers to our community and to help us be a welcoming community by providing space to deliver their services and programs in Municipal and SEGCHC facilities.

Carried

7.5 Planner Clinton Stredwick

7.5.1 PL2020-040-C5-20 Halfway Fabrication Inc.

No. 2020-445

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2020-040 for information; and

That Council consider approval of By-law 2020-114.

Carried

7.5.2 By-law 2020-114 - ZBA C5-20 - Halfway Fabrication Inc.

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-446

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that by-law number 2020-114 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor

and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.5.3 PL2020-046-SP10-20 Joseph Hoover

No. 2020-447

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2020-046 for information; and

That Council consider approval of By-law 2020-106 authorizing the entering into a Site Plan Agreement.

Carried

7.5.4 By-law 2020-106 - SP10-20 - Joseph Hoover

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-448

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that by-law number 2020-106 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

7.5.5 PL2020-064-SP11-18 - Dundalk Pharmacy

No. 2020-449

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2020-064 for information; and

That Council consider approval of By-law 2020-118 authorizing the entering into a Site Plan Agreement.

Carried

7.5.6 By-law 2020-118 - SP11-18 - Dundalk Pharmacy

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-450

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-118 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

8. By-laws and Motions

8.1 By-law 2020-109 - Road Widening - B4-20 - Paul Martin

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-451

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2020-109 being a by-law to establish a highway in the former Township of Proton (Consent file B4-20) be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

9. Notice of Motion

None.

10. Consent Items

10.1 Regular Business (for information)

No. 2020-452

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council approve the items on the Regular Business consent agenda dated October 7, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

10.1.1 PW2020-051 2020 Bridge Inspection Report

10.1.2 FIN2020-024 2021 Budget (report number amended)

10.1.3 September 2020 Cheque Register

10.2 Correspondence (for information)

No. 2020-453

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council approve the items on the Correspondence consent agenda dated October 7, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

**10.2.1 Ministry of Municipal Affairs and Housing -
Parkland Dedication - received September 18, 2020**

**10.2.2 Memo to Municipal CAOs Clerks - Enforcement
and Amendments under the Reopening Ontario Act -
received September 21, 2020**

**10.2.3 Correspondence re Dundalk Town Hall -
received September 21, 2020**

**10.2.4 DWSP September 2020 Newsletter - received
September 21, 2020**

10.2.5 Township Staff Memo - September 21, 2020

**10.2.6 St. John Ambulance Donation Request -
received September 25, 2020**

**10.2.7 GRCA GM Summary - September 2020 -
received September 25, 2020**

**10.2.8 Ministry of Health - Workplace COVID-19
Screening Tool Guidance Document - received
September 25, 2020**

10.3 Resolutions of Other Municipalities (for information)

No. 2020-454

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the items on the Resolutions of other Municipalities consent agenda dated October 7, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

- 10.3.1 Loyalist Township - MTO Canadian Ferry Resolution - received September 15, 2020**
- 10.3.2 Town of Gravenhurst - Resolution Letter Emancipation Day - received September 16, 2020**
- 10.3.3 Township of North Glengarry - Long Term Care Homes - received September 16, 2020**
- 10.3.4 Town of Amherstburg - AODA Website Compliance Extension Request - received September 21, 2020**
- 10.3.5 Town of Amherstburg - Request for Amendments to Bill 108 re. The Ontario Heritage Act - received September 21, 2020**
- 10.3.6 Township of Amaranth - Support of The City of Oshawa RE COVID-19 Funding - received September 21, 2020**
- 10.3.7 Township of South Glengarry - Long Term Care Facility Inspections - received September 21, 2020**

10.4 Closed Session (for information)

None.

11. County Report

Mayor Woodbury and Deputy Mayor Milne explained that a motion was brought forward to amend the County meeting schedule so that Council meetings start at 10:00 AM rather than 9:30 AM, which had a lot of support, should the County return to in-person meetings. The decision was made earlier in September that the County would return to in-person meetings but with the recent surge in COVID-19 cases in Grey and Bruce, the decision was made to stick with electronic meetings with the start time continuing to be 9:30 AM.

12. Members Privilege - Good News & Celebrations

Councillor Dobreen explained that when you look at Google Maps at the intersection of Highway 10 and Grey Road 9, there is now a "Smile Sign" placed on the map to mark the Smile Sign that is placed on the entrance to Dundalk across from the Esso and Tim Hortons which was

a neat find. Deputy Mayor Milne congratulated Township staff member Elisha Hewgill on her marriage this past weekend and members wished them all the best.

13. Closed Meeting

No. 2020-455

Moved By Councillor Sherson

Seconded By Councillor Shipston

Be it resolved that Council proceed into Closed Session at 12:10 AM in order to address matters related to a Proposed or Pending Acquisition or Disposition of Land (Subject: Sale of Surplus Road Allowance - Conc 4 and Conc 5, Lot 25 and 26, Egremont - Staff Report CL2020-032C), Proposed or Pending Acquisition or Disposition of Land (Subject: Sale of Surplus Road Allowance - Conc 17, Lot 1, Proton, Conc 20, Lot 27, Egremont - Verbal Update); and **That** Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

Carried

Council recessed at 12:10 AM and returned at 12:14 AM.

No. 2020-456

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council come out of Closed Session at 12:24 PM.

Carried

13.1 Proposed or Pending Acquisition or Disposition of Land (Subject: Sale of Surplus Road Allowance - Conc 4 and Conc 5, Lot 25 and 26, Egremont - Staff Report CL2020- 032C)

Councillor Dobreen requested a recorded vote on the motion.

No. 2020-457

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report CL2020-032C for information; and

That Council direct staff to develop a purchase and sale agreement to offer the property to the interested party for the price of \$21,115.00, plus the cost of the opinion of value, a survey, if required, and any legal costs to also be paid by the purchaser.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Frew

Nay (1): Councillor Shipston

Carried (6 to 1)

**13.2 Proposed or Pending Acquisition or Disposition of Land
(Subject: Sale of Surplus Road Allowance - Conc 17, Lot 1, Proton, Conc 20, Lot 27, Egremont - Verbal Update)**

No. 2020-458

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive the Sale of Surplus Road Allowance on Conc 17, Lot 1, Proton, Conc 20, Lot 27, Egremont, verbal update as information; and

That Council direct staff to proceed as discussed in Closed Session.

Carried

14. Confirming By-law

Mayor Woodbury requested a recorded vote on the motion.

No. 2020-459

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-119 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 October 7, 2020 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

Deputy Mayor Milne left the meeting at 12:29 PM.

15. Adjournment

No. 2020-460

Moved By Councillor Dobreen

Be it resolved that Council adjourn the meeting at 12:31 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green