



Township of Southgate

Minutes of Council Meeting

November 4, 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 (left at 12:12 PM)
Councillor Martin Shipston (left at 12:52 PM)

Staff Present: Dave Milliner, CAO
William Gott, Treasurer
Bev Fisher, CBO
Derek Malynyk, Fire Chief
Clinton Stredwick, Planner
Lindsey Green, Clerk
Elisha Hewgill, Legislative Assistant
Holly Malynyk, Customer Service & Support
Kayla Best, HR Coordinator

1. Call to Order

Mayor Woodbury called the meeting to order at 9:00 AM.

2. Open Forum - Register in Advance

No members of the public spoke at open forum.

3. Confirmation of Agenda

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended.

Councillor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2020-486

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council further amend the agenda to include a fourth attachment to Staff Report CAO2020-065 being Mr. Harris's Building Permit application correspondence.

Carried

Motion as Amended:

No. 2020-487

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended; and
That Council further amend the agenda to include a fourth attachment to Staff Report CAO2020-065 being Mr. Harris's Building Permit application correspondence.

Carried

4. Declaration of Pecuniary Interest

Deputy Mayor Milne declared a pecuniary interest to item 11.3.1 as he has family members that are involved in agricultural business throughout the Township and did not participate in the discussion or the vote.

5. Delegations & Presentations

5.1 Holstein Cemetery Board Delegation - Policy No. 3 - Brian Stevenson and John Flanagan

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive the Holstein Cemetery Board delegation regarding Policy No. 3 - Grants and Donations as information.

Councillor Sherson moved the following amendment to the main motion.

Amendment:

No. 2020-488

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council add a second clause that states: "That Council direct staff to work with the Holstein Cemetery Board on their Policy No. 3 – Grants and Donations request for use of funds from the Samsung Solar Fund to erect a new fence at the Holstein Cemetery and to report back to Council with financial information.

Carried

Motion as Amended:

No. 2020-489

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive the Holstein Cemetery Board delegation regarding Policy No. 3 - Grants and Donations as information; and

That Council direct staff to work with the Holstein Cemetery Board on their Policy No. 3 – Grants and Donations request for use of funds from the Samsung Solar Fund to erect a new fence at the Holstein Cemetery and to report back to Council with financial information.

Carried

5.2 Frank Cowan Company re Escalating Cost of Municipal Claims – Debra Wilson and Jeff Coleman

No. 2020-490

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive the Frank Cowan Company Presentation as information.

Carried

6. Reports of Municipal Officers

6.1 Treasurer William Gott

6.1.1 FIN2020-028 2020 Insurance Renewal

No. 2020-491

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report FIN2020-028 2020 Insurance Renewal as information.

Carried

7. Adoption of Minutes

No. 2020-492

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council approve the minutes from the October 21, 2020 Council and Closed Session meetings as presented.

Carried

8. Reports of Municipal Officers

8.1 Fire Chief Derek Malynyk

8.1.1 FIRE2020-017- Increase Cost of Dispatch

No. 2020-493

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report FIRE2020-017 for information; and

That Council approve staff to sign the new fire dispatch agreement with the Owen Sound Police Service.

Carried

8.1.2 FIRE2020-018- Fire Marque Agency Agreement

No. 2020-494

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report FIRE2020-018 for information; and

That Council consider approval of By-law 2020-129 authorizing the Fire Marque agency agreement.

Carried

8.1.3 By-law 2020-129 - Fire Marque Agency Agreement

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-495

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that by-law number 2020-129 being a by-law to authorize an agreement between Fire Marque 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)

8.2 Treasurer William Gott

8.2.1 FIN2020-029 Cemetery Update Regarding Trustee

No. 2020-496

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIN2020-011 for information; and

That Council consider for approval By-law 2020-127, a by-law to enter into an amended agreement with Bethel Community Cemetery; and

That Council consider for approval By-law 2020-128, being a by-law to enter into an amended agreement with Walker Cemetery.

Carried

8.2.2 By-law 2020-127 - Trustee Agreement for Care and Maintenance Fund - Bethel Cemetery

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-497

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-127 being a by-law to authorize an agreement between The Corporation of the Township of Southgate and Bethel Community Cemetery be read a first, second and third time, finally passed, signed by the Mayor and the Acting 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)

8.2.3 By-law 2020-128 - Trust Agreement for Care and Maintenance Fund - Walker Cemetery

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-498

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-128 being a by-law to authorize an agreement between The Corporation of the Township of Southgate and Walker Cemetery be read a first, second and third time, finally passed, signed by the Mayor and the Acting 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)

8.3 Chief Administrative Officer Dave Milliner

8.3.1 CAO2020-065 Bob Harris Entrance Report

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-499

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CAO2020-065 as information; and

That Council consider a reconsideration of the Bob Harris entrance approval to ensure compliance with policies and to prevent future compliance issues.

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

Nay (1): Councillor Frew

Carried (6 to 1)

Council recessed at 10:48 AM and returned at 11:04 AM.

Councillor Shipston moved the following motion.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-500

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council wave Procedural By-law section 23.2 to allow for a Notice of Motion to be brought forward from Councillor Sherson without proper notice given regarding Mr. Bob Harris's entrance permit approval.

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

Carried (7 to 0)

Councillor Sherson moved the following Notice of Motion.

Mayor Woodbury requested a recorded vote on the Notice of Motion.

No. 2020-501

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Whereas Council approved resolution number 2020-424 at the October 7, 2020 regular meeting of Council to approve Mr. Harris's second entrance permit on his residential property on Southgate Road 41; and

Whereas new information has come to Council regarding the intended use of the proposed workshop and the need for a second entrance,

Therefore be it resolved that pursuant to Section 24.12 of the Procedural By-law, Council consider the amendment of something previously adopted.

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

Carried (7 to 0)

Motion from October 7, 2020 regular meeting of Council:

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.

Deputy Mayor Milne moved the following amendment to the main motion.

Mayor Woodbury requested a recorded vote on the amendment to the main motion.

Amendment:

No. 2020-502

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council amend the motion to add second and third clauses that state "**That** the permit be approved subject to the proper zoning of the property being in place for the intended use of the building and the proposed entrance; and

That Council direct staff to maintain the 1-foot reserve on the subject property until such a time that proper zoning of the property is in place.

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

Carried (7 to 0)

Mayor Woodbury requested a recorded vote on the main motion.

Motion as Amended:

No. 2020-503

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; and

That the permit be approved subject to the proper zoning of the property being in place for the intended use of the building and the proposed entrance; and

That Council direct staff to maintain the 1-foot reserve on the subject property until such a time that proper zoning of the property is in place.

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

Carried (7 to 0)

Councillor Dobreen moved the following motion.

No. 2020-504

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed past noon.

Carried

**8.3.2 CAO2020-066 Flato West Block 75 Senior Apartment
DC Payment Schedule**

No. 2020-505

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive staff report
CAO2020-066 as information; and

That Council approve the Southgate Development Charges
payment schedule for the Flato Dundalk Meadows Inc.,
Block 75 Seniors Apartment Development of 50 percent
paid upon issuance of the full building permit and the
remainder of the DCs due prior to issuance of the
occupancy permit being issued by the Chief Building
Official for this project.

Carried

**8.3.3 CAO2020-067 Dundalk Olde Town Hall Request for
Proposals to explore Ownership Interests Report**

No. 2020-506

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

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

That Council approve that staff proceed with developing a
draft Request for Proposals to explore interest into the
private ownership, future private use of the building, the
proposed community access/uses of the facility building
and theatre spaces available, as well as municipal and
community partnership(s) options for the Dundalk Olde
Town Hall as a facility; and

That Council direct staff to consult with interested
community groups as part of the Dundalk Olde Town Hall
transition discussions and commitments related to future

use, partnerships, involvement in project fundraising and present donor support for the Dundalk Olde Town Hall upgrades.

Carried

8.4 HR Coordinator, Kayla Best

8.4.1 HR2020-016 – Building Department Multifunction Printer Purchase

No. 2020-507

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive staff report HR2020-016 for information; and

That Council direct staff to proceed with using Building Department funds to purchase a multifunction printer from Excel Business Solutions for Building Department use.

Carried

8.5 Planner Clinton Stredwick

8.5.1 PL2020-047-SP12-20 Aaron and Catherine Bauman

No. 2020-508

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2020-047 for information; and

That Council consider approval of By-law 2020-117 authorizing the entering into a Site Plan Agreement.

Carried

8.5.2 By-law 2020-117 - SP12-20 - Aaron Bauman

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-509

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-117 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)

9. By-laws and Motions

9.1 By-law 2020-126 - Road Widening - B2-20 - Levi, Josh and Edna Frey

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-510

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2020-126 being a by-law to establish a highway in the former Township of Egremont (Consent file B2-20) 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)

10. Notice of Motion

10.1 Mayor Woodbury - Notice of Motion - SMART Services Extension

Mayor Woodbury relinquished the Chair at 11:50 AM to move his Notice of Motion.

Deputy Mayor Milne assumed the Chair.

No. 2020-511

Moved By Mayor Woodbury

Seconded By Councillor Rice

Whereas Council approved resolution number 2019-794 at the December 4, 2019 regular meeting of Council directing staff to provide notice to Saugeen Mobility and Regional Transit (SMART) of the Township of Southgate's intention to withdraw from the SMART partnership as a member, and further recommended that member municipalities cooperatively explore amalgamation of services with Grey and Bruce Counties to deliver the SMART service; and

Whereas the COVID-19 pandemic has decreased the member municipalities time and efforts in exploring an amalgamation of services to deliver the SMART service,

Therefore be it resolved that Council direct staff to provide notice to SMART to continue with the use of their services for the period of one year.

Carried

Mayor Woodbury assumed the Chair at 11:52 AM.

11. Consent Items

11.1 Regular Business (for information)

No. 2020-512

Moved By Councillor Sherson

Seconded By Councillor Frew

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

Carried

11.1.1 FIN2020-027 Financial Report – September 2020

11.1.2 CAO2020-068 CAO Report November 4 2020

11.1.3 CAO2020-069 2019 Southgate CAO 2020 Work Plan Report and 2021 Goals

11.1.4 PW2020-054 Department Report

11.2 Correspondence (for information)

No. 2020-513

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

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

Carried

11.2.1 GRCA General Meeting Summary and GRCA 2021 Board Meeting Schedule

11.3 Resolutions of Other Municipalities (for information)

No. 2020-514

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the items on the Resolutions of other Municipalities consent agenda dated November 4, 2020 (save and except items 11.3.1) and direct staff to proceed with all necessary administrative actions.

Carried

11.3.1 Township of Wellington North - Request to Pass County of Wellington Aggregate Resolution - received October 15, 2020

Councillor Dobreen moved the following motion.

Deputy Mayor Milne declared a pecuniary interest to item 11.3.1 as he has family members that are involved in agricultural business throughout the Township and did not participate in the discussion or the vote.

No. 2020-515

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that the Council of the Township of Southgate receive item 11.3.1 Township of Wellington North - Request to Pass County of Wellington Aggregate Resolution for information; and

Whereas the Council of the Township of Southgate does not consider the revised criteria for assessment of aggregate resource properties as a fair method of evaluation for these properties; and

Whereas Council believes there is a need to review the current assessment scheme of aggregate resource properties to address the iniquity of property values;

Now therefore be it further resolved that Council calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value; and

That Council direct the Clerk to provide a copy of this motion to the Ministers of Finance; Municipal Affairs and Housing; Natural Resources and Forestry; the Association of Municipalities of Ontario; and local MPP(s).

Carried

11.3.2 Northumberland County - Municipal Elections Act - received October 21, 2020

11.3.3 Northumberland County - Governing Body for Cannabis - received October 21, 2020

11.3.4 Northumberland County - Aggregate Resource Property Valuation - received October 21, 2020

11.3.5 Northumberland County - Unauthorized Car Rally - received October 21, 2020

11.3.6 Township of Oro Medonte - Ski Resort Support Letter with Council Motion Included - received October 22, 2020

11.3.7 Township of South-West Oxford - Assessing Aggregate Resource Properties - received October 22nd, 2020

11.3.8 Corporation of the City of Clarence-Rockland - Cannabis Stores - received October 23, 2020

11.3.9 Huron-Kinloss - Hertiage Act - received October 28, 2020

11.3.10 Huron-Kinloss - Municipal Elections Act - received October 28, 2020

11.4 Closed Session (for information)

None.

12. County Report

Mayor Woodbury reported that Deputy Mayor Milne brought forward a notice of motion about First Nations territorial recognition to County Council. Council directed staff to bring back a report with options for a traditional land acknowledgement that can be read during County Council meetings and other events. The Cycling and Trails master plan was discussed, and the recommendation to allow wider ATV's on Grey County rail trails was not approved. He added that the County will not be applying for Phase 2 of the Provincial Safe Restart funding as there are still funds available from the Phase 1 intake. A discussion was held about the new Rockwood Terrace Long Term Care home with things moving ahead with that project. Lastly, he added that the County continues to have their Council meetings electronically and will for the foreseeable future, which includes the 2021 Inaugural Meeting of Council and the election of the 2021 Warden.

13. Members Privilege - Good News & Celebrations

Councillor Dobreen commented that the events that were arranged by members of the Halloween Committee in Dundalk were very well received by members of the public and congratulated their efforts in planning various events amidst the COVID-19 pandemic. She also added that the JunCtian Community Initiatives group is hosting their first event virtually on Friday, November 13th at 7:00 PM called *The Starz of Southgate* which will feature various local singer/songwriters. Deputy Mayor Milne added that the Holstein Optimist Club have convened to discuss an alternative event to their traditional Santa Claus Parade that has been cancelled. He said that the event will likely be hosted on December 19th, but that he would provide more details as he received them. Councillor Shipston added that he was also speaking to members of the Optimist about the alternative event and said that members of the Optimist are very keen on putting something together. CAO Milliner added that the Dundalk Santa Claus Parade committee is also looking an alternative solution to their annual parade, and have the idea of a drive through parade, where members of the public drive through the parade and see the floats, rather than a traditional parade. Lastly, Mayor Woodbury added that the Holstein Optimist is also having a takeout dinner event on November 26th and tickets are available at the Holstein General Store.

14. Closed Meeting

No. 2020-516

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed into closed session at 12:11 PM in order to address matters relating to an ongoing investigation respecting the municipality, by the Ombudsman appointed under the *Ombudsman Act* (Subject: Update on Ombudsman investigation on a complaint regarding the October 22, 2019 Fire Department Advisory and Support Committee meeting alleging non-compliance with open meeting rules of the Municipal Act, 2001 - Verbal report); and **That** Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

Carried

Council recessed at 12:12 PM and returned at 12:15 PM.

Councillor Frew left the Council meeting at 12:12 PM and did not return.

No. 2020-517

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council come out of Closed Session at 12:48 PM.

Carried

Council recessed at 12:48 PM and returned at 12:50 PM.

14.1 Matters relating to an ongoing investigation respecting the Municipality, by the Ombudsman appointed under the Ombudsman Act

No. 2020-518

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive the verbal report relating to the Ombudsman investigation about a complaint regarding the October 22, 2019 Fire Department Advisory and Support Committee meeting alleging non-compliance with open meeting rules of the Municipal Act, 2001 as information.

Carried

15. Confirming By-law

Councillor Shipston left the meeting at 12:52 PM and did not return.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-519

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that by-law number 2020-130 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 November 4, 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 (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

16. Adjournment

No. 2020-520

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 12:53 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green