



**Township of Southgate**  
**Minutes of Council Meeting**

May 5, 2021

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  
Kevin Green, Facilities Manager  
Derek Malynyk, Acting Fire Chief  
Clinton Stredwick, Planner  
Lindsey Green, Clerk  
Elisha Milne, Legislative Assistant  
Kayla Best, HR Coordinator  
Holly Malynyk, Customer Service and Support  
Charli Hodges, Administrative Support

**1. Call to Order**

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

**2. Open Forum - Register in Advance**

Gerry McNalty spoke at Open Forum to thank Council and Staff for their prompt attention to the affordable/attainable housing presentation that was heard at the April 7, 2021 Council meeting.

**3. Confirmation of Agenda**

No. 2021-224

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** Council confirm the agenda as amended.

**Carried**

**4. Declaration of Pecuniary Interest**

Councillor Sherson declared a pecuniary interest to Regular Business Consent item 11.1.4 - Staff Report HR2021-012 Economic Development Officer Hiring due to the successful candidate being a family member and did not participate in the discussion of that item or the vote of the Regular Business Consent items.

**5. Delegations & Presentations**

**5.1 United Way Grey Bruce Poverty Task Force Delegation - Jill Umbach and Paul Wagenaar**

No. 2021-225

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** Council receive the United Way Grey Bruce Poverty Task Force delegation as information.

**Carried**

Councillor Rice arrived at the meeting at 9:35 AM.

**5.2 Centre Grey Health Services Foundation Presentation - Harvey Fraser and Gerry McNalty**

No. 2021-226

**Moved By** Councillor Shipston

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive the Centre Grey Health Services Foundation presentation as information.

**Carried**

Deputy Mayor Milne moved the following motion.

No. 2021-227

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council amend the agenda to move forward Staff Report CAO2021-036 - New Markdale Hospital Building Project and Request for Funding Report to follow the Centre Grey Health Services Foundation Presentation.

**Carried**

## **6. Reports of Municipal Officers**

### **6.1 CAO2021-036 New Markdale Hospital Building Project and Request for Funding Report**

No. 2021-228

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive staff report CAO2021-036 as information; and

**That** Council direct staff to forward \$360,000.00 of the \$400,000.00 financial commitment to the New Markdale Hospital Construction Project; and

**That** Council approve transferring \$40,000 from the Southgate tax stabilization reserve to top up the New Markdale Hospital Construction Project Reserve to \$400,000.00 contribution commitment made in 2005; and

**That** Council approve the additional funding request of \$60,000

for the New Markdale Hospital Construction Project; and  
**That** Council direct staff to create a reserve contribution of \$30,000.00 per year in the 2022 and 2023 budget to cover the \$60,000 commitment to the New Markdale Hospital Construction Project

**Carried**

## **7. Adoption of Minutes**

No. 2021-229

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council approve the minutes from the April 21, 2021 Council meeting as presented.

**Carried**

## **8. Reports of Municipal Officers**

### **8.1 Fire Chief Derek Malynyk**

#### **8.1.1 FIRE2021-007- 2021 Purchase of Scott Air Packs**

No. 2021-230

**Moved By** Councillor Frew

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report FIRE2021-007 for information; and

**That** Council approve the purchase of 8 Scott Air Packs using funds from the Melancthon Fire Reserve and Fire Infrastructure Reserve accounts.

**Carried**

### **8.2 Treasurer William Gott**

#### **8.2.1 FIN2021-012 Financial Report – December 2020**

No. 2021-231

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report FIN2021-012 Financial Report - December 2020 as information; and

**That** Council approves the 2020 transfers from or to Reserves, Deferred Revenue and Reserve Funds as presented.

**Carried**

### **8.3 Clerk Lindsey Green**

#### **8.3.1 CL2021-011-Municipal Code of Conduct Consultation Survey**

No. 2021-232

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CL2021-011 as information; and

**That** Council appoint Mayor Woodbury to participate in the June 8, 2021 townhall session with other Western Ontario municipal representatives to discuss Municipal Codes of Conduct being hosted by the Ministry of Municipal Affairs and Housing.

**Carried**

#### **8.3.2 CL2021-012-Community Safety and Policing Act, 2019 - Update**

No. 2021-233

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CL2021-012 as information; and

**That** Council discuss the amendments to the existing

Section 10 and 5.1 Board structures under the Community Safety and Policing Act, 2019.

**Carried**

Council recessed at 10:33 AM and returned at 10:40 AM.

#### **8.4 Chief Administrative Officer Dave Milliner**

##### **8.4.1 CAO2021-033 AMO Conference Delegation Request 2021**

No. 2021-234

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report CAO2021-033 as information; and

**That** Council provide information to staff on requests for delegations with a Ministry at the 2021 AMO Virtual Conference to discuss issues of concern in Southgate by May 12, 2021.

**Carried**

##### **8.4.2 CAO2021-034 Dundalk Olde Town Hall RFP Building Sale Request Proposal Report**

No. 2021-235

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive staff report CAO2021-034 as information; and

**That** Council receive the Dundalk Olde Town Hall RFP Property Sale proposal as received from Wellington Capital Corporation with the conditions they have provided; and

**That** Council direct staff to meet with Team Town Hall, the Dundalk Little Theatre and other interested community groups to discuss their involvement and/or financial commitment in supporting community access theatre space for community cultural events; and

**That** Council direct staff to work with Wellington Capital Corporation related to negotiating on a Dundalk Olde Town Hall Theatre and Building Space Use Agreement with the proponent on the issues related to the use of the building, defining actual capital investment, fixed operating/maintenance costs and clarifying other issues needing clarification in the proposal.

**Carried**

**8.4.3 CA02021-035 Downtown Dundalk Accessibility and Streetscape Project for Canada Healthy Community Initiative Funding Report**

No. 2021-236

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive staff report CA02021-035 as information; and

**That** Council approve staff proceeding with a Public Consultation Virtual Meeting on May 18th, 2021 with Downtown Dundalk Businesses and Property owners to discuss and consult to seek input on a Proton Street Accessibility, Streetscape and Community Open Space Project to support Southgate's Community Action Plan Goal #2 of Revitalizing Downtown Dundalk; and

**That** staff report back to Council on the consultation and feedback to make a decision on seeking funding through a Canada Healthy Community Initiative grant application intake for a Downtown Dundalk Improvement Project.

**Carried**

**8.4.4 CA02021-037 Canada Healthy Community Initiative Funding Report**

No. 2021-237

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive staff report CAO2021-037 as information; and

**That** Council direct staff to investigate a project in Southgate that fits the application and funding guidelines under the Infrastructure Canada Green and Inclusive Community Buildings Program for the July 6, 2021 deadline if we apply for a grant for over \$3,000,000 or under the continuous intake for grants between \$100,000 and \$3,000,000 until all funds are allocated.

**Carried**

Councillor Sherson moved the following motion.

No. 2021-238

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** Council proceed past noon.

**Carried**

## **8.5 HR Coordinator Kayla Best**

### **8.5.1 HR2021-009 By-Law On-Call Draft Policy #88**

No. 2021-239

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report HR2021-009 for information; and

**That** Council approve the Draft Policy #88 By-Law On-Call Policy as presented for review and discussion; and

**That** Council consider approval of the Policy #88 By-Law On-Call Policy by municipal by-law at the May 19, 2021 Council meeting.

**Carried**

### **8.5.2 HR2021-012 Employee Assistance Program**



No. 2021-240

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report HR2021-012 for information; and

**That** Council approve implementing the Employee Assistance Program for one year to all full time and permanent part time staff; and

**That** Council approve using the COVID-19 Safe Restart Funding to support this initiative.

**Carried**

## **8.6 Planner Clinton Stredwick**

### **8.6.1 PL2021-038 - ZBA C25-20 - Don Lewis**

No. 2021-241

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2021-038 for information; and

**That** Council consider approval of By-law 2021-064.

**Carried**

### **8.6.2 By-law 2021-064 - ZBA C25-20 - Don Lewis**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-242

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-064 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)**

**8.6.3 PL2021-039 - ZBA C28-20 - Paul and Ina Martin**

No. 2021-243

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PL2021-039 for information; and

**That** Council consider approval of By-law 2021-065.

**Carried**

**8.6.4 By-law 2021-065 - ZBA C28-20 - Paul and Ina Martin**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-244

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2021-065 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)**

**8.6.5 PL2021-040 - SP 9-21 Southgate Plastics Inc.**

No. 2021-245

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PL2021-040 for information; and

**That** Council consider approval of By-law 2021-061 authorizing the entering into a Site Plan Agreement.

**Carried**

**8.6.6 By-law 2021-061 - Site Plan Agreement SP9-21 Southgate Plastics Inc**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-246

**Moved By** Councillor Frew

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2021-061 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)**

**8.6.7 PL2021-041 Official Plan Review Planning Consultant RFP**

Mayor Woodbury left the meeting at 11:55 AM.

Deputy Mayor Milne assumed the Chair.

Mayor Woodbury returned to the meeting at 11:58 and assumed the Chair.

No. 2021-247

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2021-041 for information; and

**That** Council approve the draft Official Plan Review RFP and direct staff to take all necessary actions to advertise the Official Plan Review RFP.

**Carried**

## **9. By-laws and Motions**

### **9.1 By-law 2021-060 - Road Widening - B12-20 - Dave and Gayle Milliner**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-248

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2021-060 being a by-law to establish a highway in the former Township of Proton (Consent file B12-20) 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)**

### **9.2 By-law 2021-062 - Adopt COVID-19 Vaccination Policy No. 87**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-249

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved** that by-law number 2021-062 being a by-law to adopt a COVID-19 Vaccination Policy known as Policy Number 87 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)**

### **9.3 By-law 2021-063 - Appoint By-law Enforcement Officer**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-250

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved** that by-law number 2021-063 being a by-law to appoint a Municipal Bylaw Enforcement Officer for 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)**

## **10. Notice of Motion**

None.

## **11. Consent Items**

### **11.1 Regular Business (for information)**

Councillor Sherson declared a pecuniary interest to Regular Business Consent item 11.1.4 - Staff Report HR2021-012 Economic Development Officer Hiring due to the successful candidate being a family member and did not participate in the discussion of that item or the vote of the Regular Business Consent items.

No. 2021-251

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated May 5, 2021 and direct staff to proceed with all necessary administrative actions.

**Carried**

#### **11.1.1 FIRE2021-006 - 2021 1st Quarter Update**

#### **11.1.2 PW2021-021 Department Report**

#### **11.1.3 HR2021-011 Building Inspector/By-Law Enforcement Officer Hiring**

#### **11.1.4 HR2021-012 Economic Development Officer Hiring**

#### **11.1.5 Canine Report March 2021**

#### **11.1.6 By-law Report March 2021**

#### **11.1.7 Building Report March 2021**

#### **11.1.8 Councillor Dobreen - Politician's Meeting March 24 2021 Conference Report**

### **11.2 Correspondence (for information)**

No. 2021-252

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated May 5, 2021 (save and except items 11.2.11) as information.

**Carried**

- 11.2.1 Food Bank Report Spring 2021 - received April 16, 2021**
- 11.2.2 SVCA Approved Meeting Minutes March 18, 2021 - received April 16, 2021**
- 11.2.3 SVSPA Approved Meeting Minutes January 22, 2021 - received April 16, 2021**
- 11.2.4 Ministry of the Solicitor General - Enhanced Enforcement and New Order under the EMCPA - received April 18, 2021**
- 11.2.5 GBHU - Grey-Bruce Vaccine Distribution Task Force Open Letter - received April 23, 2021**
- 11.2.6 GRCA General Membership Meeting Summary - received April 23, 2021**
- 11.2.7 Grey Bruce Health Unit - Media Release COVID-19 Help-Line Reactivated - received April 26 2021**
- 11.2.8 Ministry of Environment - RPRA Operating Agreement 2021 - received April 26, 2021**
- 11.2.9 Office of the Warden - Letter Thanking Dr. Arra and Team - received April 28, 2021**
- 11.2.10 Frank Cowan Company Name Change to Intact Public Entities - received April 28, 2021**
- 11.2.11 Wellington North Power - Shareholder Meeting Notice - received April 28, 2021**

Councillor Dobreen moved the following motion.

No. 2021-253

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive the Wellington North Power invitation to its May 25<sup>th</sup>, 2021 Annual Shareholder Meeting as information; and

**That** Council confirm with Wellington North Power the following Southgate attendees: Mayor John Woodbury, CAO Dave Milliner and Councillor Frew as Scrutineer.

**Carried**

**11.2.12SVCA Spring 2021 Newsletter - received April 28, 2021**

**11.2.13CSWBP Engagement Survey Grey and Bruce Counties - received April 28, 2021**

**11.2.14Wellington North Power Inc - Township of Southgate Shareholder Dividend Notice - received April 29, 2021**

**11.2.15WOWC April 2021 Newsletter - received April 29, 2021**

**11.3 Resolutions of Other Municipalities (for information)**

No. 2021-254

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated May 5, 2021 as information.

**Carried**

**11.3.1 Township of Springwater - Clean Fuel Standard Letter - received April 16, 2021**

**11.3.2 Township of the Archipelago - Road Management on Invasive Phragmites - received April 19, 2021**

**11.3.3 Township of Calvin - Support for Norfolk County Carbon Tax for Primary Ag Producers - received April 21, 2021**



- 11.3.4 Township of Cochrane - Support for Fire Departments - received April 21, 2021**
- 11.3.5 Township of Grey Highlands - Support for Grey Bruce Health Unit - received April 21 2021**
- 11.3.6 Township of Hanover - Support Grey Bruce Medical Officer of Health - received April 23, 2021**
- 11.3.7 City of Cambridge - Request for Paid Sick Leave - received April 22, 2021**
- 11.3.8 Town of South Bruce Peninsula - Request for Support Lottery Licensing - received April 23, 2021**
- 11.3.9 Town of Shelburne - Support for Universal Sick Days - received April 28, 2021**
- 11.3.10 Municipality of Tweed - Inclusive Service Policy Report - received April 28, 2021**
- 11.3.11 Town of Fort Erie - Province Investigating and Updating Source Water Protection Legislation - received April 28, 2021**
- 11.3.12 Township of Scugog - Bus Stops on Dead End Roads - redacted - received April 28, 2021**
- 11.3.13 City of Brantford- Request to Withdraw Prohibition of Golf - received April 28, 2021**

#### **11.4 Closed Session (for information)**

None.

## **12. County Report**

Mayor Woodbury summarized the highlights of the last County Council meeting. Full information can be found [here](#).

Deputy Mayor Milne added about a presentation from a developer that is building homes in the Meaford area. He was surprised to see that the homes were being priced at \$399,999. He questioned the developer on how they can sell homes at that price in today's market and with the price of materials. They explained that they have always tried to strive for affordable and attainable housing and that they

operate on a very small profit margin to be able to maintain that. Deputy Mayor Milne commended them for their efforts and encouraged members to read the report.

### **13. Members Privilege - Good News & Celebrations**

Councillor Frew explained the importance of a Municipal by-law ticket book now that the OPP are moving to an electronic ticketing system.

Councillor Dobreen added that the Holstein Optimist Club is hosting their Rib Night on May 29th. There are still a few tickets left to purchase at the Holstein General Store.

Deputy Mayor Milne thanked the Public Works Department's road crew for a great job over the past few weeks tidying up the roads from the spring breakup and for their work on the road side ditches.

Councillor Shipston added that the next Blood Donor Clinic will be held on June 19th and that the mobile clinic out of Barrie collected over 10,000 units that our clinics have been a part of, which is great news.

### **14. Closed Meeting**

None.

### **15. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-255

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2021-066 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 May 5, 2021 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)**

**16. Adjournment**

No. 2021-256

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 12:29 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green