



Township of Southgate Minutes of Council Meeting

June 16, 2021

7:00 PM

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
Terri Murphy, Economic Development Officer
Jessica Mole, Librarian CEO
Elisha Milne, Legislative Assistant
Kayla Best, HR Coordinator
Holly Malynyk, Customer Service and Support

1. Electronic Access Information

Council recordings will be available on the Township of Southgate [YouTube Channel](#) following the meeting.

2. Call to Order

Mayor Woodbury called the meeting to order at 7:00 PM.

3. Open Forum - Register in Advance

Mark Bell and Tim Stoate of Petawawa Biofuel LP spoke at Open Forum to address their purchase and sale extension agreement that is an item on the Council agenda.

4. Confirmation of Agenda

No. 2021-335

Moved By Councillor Sherson

Seconded By Councillor Shipston

Be it resolved that Council confirm the agenda as amended to include a missing attachment to By-law 2021-084 - Adoption of the Asset Management Plan and to move items 7.3.3 and 7.3.4 to follow the Adoption of the Minutes.

Carried

5. Declaration of Pecuniary Interest

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

6. Adoption of Minutes

No. 2021-336

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council approve the minutes from the June 2, 2021 Council and Closed Session meetings as presented.

Carried

7. Reports of Municipal Officers

7.1 Chief Administrative Officer Dave Milliner

7.1.1 CAO2021-049 Petawawa Renewable Natural Gas Project Purchase Agreement Extension

No. 2021-337

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CAO2021-049 as information; and

That Council approve the Petawawa Biofuel LP request to extended Purchase and Sale Agreement to close not later than December 31, 2021 or 30 days following the Ministry of Environment, Conservation & Parks approval of their minor Environmental Compliance Amendment; and

That Council consider approving this Purchase and Sale Agreement extension for lands in the Eco Park to Petawawa Biofuel LP by Municipal By-law 2021-087 at June 16, 2021 Council meeting.

Carried

7.1.2 By-law 2021-087 - Purchase and Sale Extension Agreement - Petawawa Biofuel LP - Eco Park Lands

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-338

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that by-law number 2021-087 being a by-law to authorize a purchase and sale agreement between Petawawa Biofuel LP 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)

7.2 Treasurer William Gott

7.2.1 FIN2021-019 Asset Management Plan 2021

No. 2021-339

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report FIN2021-019 Asset Management Plan 2021 as information; and

That Council consider for approval the Bylaw 2021-084,

being a by-law to adopt Asset Management Plan 2021; and

That Council direct staff to post the Asset Management Plan 2021 on the Southgate website.

Carried

7.2.2 By-law 2021-084 - Adopt Asset Management Plan

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-340

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that by-law number 2021-084 being a By-law to adopt "Asset Management Plan 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)

7.2.3 FIN2021-020 FCM MAMP Grant Application

No. 2021-341

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report FIN2021-020 FCM MAMP Grant Application as information; and
That Council approves the amendment of the Federation of Canadian Municipalities Municipal Asset Management Program Grant Application as noted in the report; and
That Council directs that staff prepare a Request for Proposals to conduct Building Condition Assessments on all Township buildings.

Carried

7.3 Public Works Manager Jim Ellis

7.3.1 PW2021-026 Policy 56 Energy Management Policy and Plan 2021 Reporting

No. 2021-342

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2021-026 for information; and

That Council approve the updated Policy #56 the Energy Management Policy and Plan and;

That Council approve the Energy Management Policy Schedule A and Schedule B Annual report documents for 2019.

Carried

7.3.2 PW2021-028 Rainbow Pride Colours Crosswalk

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-343

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PW2021-028 for information; and

That Council approve using funds from the Eco Parkway Reserves to install a Rainbow Colours Pride Crosswalk at the Highpoint crossing on Main Street west Dundalk.

Yay (3): Mayor Woodbury, Deputy Mayor Milne, and Councillor Frew

Nay (4): Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Shipston

Failed (3 to 4)

Councillor Dobreen moved the following motion.

No. 2021-344

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council direct staff to report back to Council with other options for a rainbow colour crosswalk.

Carried

7.3.3 PW2021-029 Updated Southgate Sanitary and Storm Water Systems By-law

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No. 2021-345

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PW2021-029 for information; and

That Council consider passing the Southgate Sanitary and Storm Water Systems By-law 2021-090.

Carried

7.3.4 By-law 2021-090 - Sewer Use By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-346

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2021-090 being a by-law to provide for the regulation of the Municipal Sanitary and Storm Sewage Systems in the Township of Southgate and for connected premises 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 Chief Administrative Officer Dave Milliner

7.4.1 CAO2021-048 Community Safety Wellbeing Plan Municipal Agreement Approval

No. 2021-347

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council receive staff report CAO2021-048 as information; and

That Council approve the Community Safety and Well-Being Plan Municipal Agreement as presented; and

That Council consider approving the Community Safety and Well-Being Plan Municipal Agreement by Municipal By-law 2021-086.

Carried

7.4.2 By-law 2021-086 Community Safety and Well-Being Plan Agreement

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-348

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that by-law number 2021-086 being a by-law to authorize the entering into an agreement for the implementation of a joint Community and Safety Well-Being Plan 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 CAO2021-050 Purchase Sale Extension Agreement for Havana Castle Cigars in the Eco Park

No. 2021-349

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CAO2021-050 as information; and

That Council approve the Purchase & Sale Agreement for an extension of the closing date to September 24th, 2021 and the property relocation to Havana Castle Cigars for the sale of lands in the Southgate Eco Park; and

That Council consider approving by Municipal By-law 2021-088 the Purchase & Sale Extension Agreement to Havana Castle Cigars.

Carried

7.4.4 By-law 2021-088 Havana Castle Cigars Purchase and Sale Extension Agreement

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-350

Moved By Councillor Sherson

Seconded By Councillor Shipston

Be it resolved that by-law number 2021-088 being a by-law to authorize a purchase and sale agreement between Havana Castle Cigars 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 CA02021-051 Dundalk Village Pharmacy Building Construction Clause Extension Agreement

No. 2021-351

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council receive staff report CA02021-051 as information; and

That Council approve the New Dundalk Village Pharmacy project request for an acknowledgement of the building construction deadline to start construction requirement as set out in the original property purchase and sale agreement date February 21st, 2018; and

That Council direct staff to execute the Legal Acknowledgement document that required construction to have started within 3 years of the property sale date is complete to the satisfaction of the vendor and that the substantial completion of building construction in the next 18 months of the New Dundalk Village Pharmacy building remains a condition of the Purchase and Sale Agreement.

Carried

7.4.6 CA02021-052 Downtown Dundalk Revitalization Project Consultation Survey Feedback Application Decision Report

No. 2021-352

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council receive staff report CA02021-052 as information; and

That Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date from the 15 survey responses received; and

That Council approve Southgate staff to develop and submit an application for the Canada Healthy Community Initiatives grant funding for the Downtown Dundalk Revitalization Project to create accessibility and gather place environment without the support of Grant Match by the June 25, 2021 deadline.

Carried

Council recessed at 8:22 PM and returned at 8:30 PM.

7.5 Planner Clinton Stredwick

7.5.1 PL2021-050 - Site Plan 11-21 - 772186 Highway 10 Ltd

No. 2021-353

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2021-050 for information; and

That Council consider approval of By-law 2021-089 authorizing the entering into a Site Plan Agreement.

Carried

7.5.2 By-law 2021-089 - Site Plan Amending Agreement 11-21 - 772186 Highway 10 LTD

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-354

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that by-law number 2021-089 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)

7.5.3 PL2021-051-C6-21 Gerry and Anne McNalty

No. 2021-355

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2021-051 for information; and

That Council consider approval of By-law 2021-091.

Carried

7.5.4 By-law 2021-091 - ZBA C6-21 - Gerry and Anne McNalty

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-356

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that by-law number 2021-091 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)

7.5.5 PL2021-054 – New Official Plan Review RFP Award

No. 2021-357

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2021-054 for information; and

That Council award the Official Plan Request for Proposal to Ron Davidson Land Use Planning Consultant Inc. in the amount of \$55,370.00 including disbursements and HST.

Carried

7.5.6 PL2021-056 - Proposed New Provincial D Series Guidelines

No. 2021-358

Moved By Councillor Sherson

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2021-056 for information; and

That Council direct staff to forward the comment on to the province for consideration.

Carried

8. By-laws and Motions

None.

9. Notice of Motion

None.

10. Consent Items

10.1 Regular Business (for information)

No. 2021-359

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that Council approve the items on the Regular Business consent agenda dated June 16, 2021, and direct staff to proceed with all necessary administrative actions.

Carried

10.1.1 FIN2021-021 Financial Report – May 2021

10.1.2 CAO2021-053 - FCM Conference - CAO Evaluation Report

10.1.3 PW2021-027 - Public Works Department Report

10.1.4 May 2021 Cheque Register

10.1.5 Building, By-law and Canine Reports May 2021

10.1.6 Councillor Frew - OAPSB General Meeting and Conference Report

10.1.7 Councillor Sherson - AMO Land Use Planning Beyond the Basics Report

10.1.8 HR Coordinator Kayla Best - MISA Conference & Trade Report

10.2 Correspondence (for information)

No. 2021-360

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive the items on the Correspondence consent agenda dated June 16, 2021, as information.

Carried

10.2.1 MMAH - Three Step Roadmap to Safely Reopen Ontario - received May 27, 2021

10.2.2 GRCA - May 28, 2021 General Meeting Summary - received May 28, 2021

10.2.3 MMAH - Extension of Emergency Orders - received June 2, 2021

10.2.4 Ministry of Environment - Blue Box Regulation - received June 4, 2021

10.2.5 Ministry of the Environment - Producer Responsibility Regulation for Hazardous Products - received June 8, 2021

10.2.6 JunCtian Community Initiatives - Canada Day Celebration Request for Funding - received June 8, 2021

10.2.7 Southgate AMO Delegation Confirmation - received June 8, 2021

10.2.8 Saugeen Valley Conservation Authority - Low Water Conditions - received June 10, 2021

10.3 Resolutions of Other Municipalities (for information)

No. 2021-361

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated June 16, 2021, as information.

Carried

- 10.3.1 Township of the Archipelago - Banning Unencapsulated Polystyrene Foam - received May 28, 2021**
- 10.3.2 Township of the Archipelago - Environmental Protection Amendment Act - received May 28, 2021**
- 10.3.3 City of Kitchener - Planning Act Timelines - received May 31, 2021**
- 10.3.4 Fort Erie - Capital Gains Tax on Primary Residence - received June 2, 2021**
- 10.3.5 Fort Erie - Provincial Hospital Funding of Major Capital Equipment - received June 2, 2021**
- 10.3.6 Lake of Bays - Invasive Phragmites - received June 2, 2021**
- 10.3.7 Lake of Bays - MFIPPA Changes - received June 2, 2021**
- 10.3.8 Havelock - Belmont - Methuen - Drainage Matters and the Canadian National Railway - received June 3, 2021**
- 10.3.9 Havelock - Belmont - Methuen - Automatic Speed Enforcement - received June 4, 2021**
- 10.3.10 Municipality of Chatham-Kent - Support MFIPPA Change - received June 7, 2021**
- 10.3.11 Huron - Kinloss - Digital Suicide Hotline - received June 8, 2021**
- 10.3.12 Huron - Kinloss - Managing Invasive Phragmites - received June 8, 2021**
- 10.3.13 Huron-Kinloss - Fire Department Infrastructure Program - received June 8, 2021**
- 10.3.14 Huron-Kinloss - Lottery Licence to Small Organizations - received June 8, 2021**
- 10.3.15 Town of South Bruce Peninsula - Lottery Licencing to Assist Small Municipalities - received June 8, 2021**

**10.3.16 Rideau Lakes - Funding for Cemeteries - received
June 9, 2021**

10.4 Closed Session (for information)

11. County Report

Mayor Woodbury and Deputy Mayor Milne discussed the most recent County Council meeting. Further highlights can be found [here](#).

12. Members Privilege - Good News & Celebrations

Councillor Sherson mentioned that the Dundalk District Agricultural Society is having a takeout Chicken Dinner on July 10th. Tickets must be purchased in advance from any members of the Ag Society.

Councillor Dobreen added that the JunCtian Community Initiatives Starz of Southgate Fathers Day edition is being held on June 18th at 8:00 PM via Zoom. They are also holding a Canada Day event on July 1st. Be sure to check social media for updates and information.

Councillor Shipston noted that the Dundalk Wesleyan Church is also hosting a Drive Thru BBQ on June 30th and the Blood Donor Clinic is being held on June 19th at Highpoint Community School.

13. Closed Meeting

No. 2021-362

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed into closed session at 9:04 PM in order to address matters relating to an Acquisition or Disposition of Land (Subject: Eco Park Lands Offer to Purchase received - Verbal Report); and

That Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

Carried

Council recessed at 9:04 PM and returned at 9:06 PM.

No. 2021-363

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council come out of Closed Session at 9:53 PM.

Carried

Council recessed at 9:53 PM and returned at 9:55 PM.

13.1 Disposition or Acquisition of Land (Subject: Eco Park Lands Offer to Purchase received - Verbal Report)

No. 2021-364

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive the verbal report regarding the offer to purchase received for Eco Park lands 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 main motion.

No. 2021-365

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that by-law number 2021-094 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 June 16, 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)

15. Adjournment

No. 2021-366

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 9:57 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green