



## **Township of Southgate**

### **Minutes of Council Meeting**

August 4, 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  
Derek Malynyk, Fire Chief  
Lindsey Green, Clerk  
Elisha Milne, Legislative Assistant  
Kayla Best, HR Coordinator  
Holly Malynyk, Customer Service and Support  
Terri Murphy, Economic Development Officer

#### **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 9:00 AM.

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

No members of the public spoke at open forum.

**4. Confirmation of Agenda**

No. 2021-440

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

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

**Carried**

**5. Declaration of Pecuniary Interest**

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

**6. Delegations & Presentations**

**6.1 BDO LLP - 2020 Financial Statements - Traci Smith, BDO Partner**

No. 2021-441

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive the BDO LLP 2020 Financial Statements presentation as information.

**Carried**

**7. Adoption of Minutes**

No. 2021-442

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the minutes from the July 7, 2021 Council and Closed Session meetings as presented; and

**That** Council approve the minutes from the July 21, 2021 Special Council and Closed Session meetings as presented.

**Carried**

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

### **8.1 Treasurer William Gott**

#### **8.1.1 FIN2021-025 Financial Report – 2020 Audited Financial Statements**

No. 2021-443

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report FIN2021-025 Financial Report – 2020 Audited Financial Statements as information; and

**That** Council approves The Corporation of the Township of Southgate Consolidated Financial Statements for the year ended December 31, 2020 as presented.

**Carried**

#### **8.1.2 FIN2021-023 Building Condition Assessments RFP**

No. 2021-444

**Moved By** Councillor Frew

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report FIN2021-023 Building Condition Assessments RFP as information; and

**That** Council approve the Building Condition Assessments Request for Proposals (RFP) as presented; and

**That** Council directs staff to release and advertise the Building Condition Assessments RFP document.

**Carried**

## **8.2 Chief Building Official Bev Fisher**

### **8.2.1 CBO2021-004 Noise By-Law 2019-072 - Exemption Request**

No. 2021-445

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report CBO2021-004 for information; and

**That** Council approve the proposed Noise By-law Exemption request received from the Dundalk Agriculture Society for September 11, 2021 between the hours of Saturday September 11, 2021, 10:00 a.m. and Sunday September 12, 2021, 1:00 a.m. at 590 Main Street, being the Dundalk Agriculture Society property.

**Carried**

## **8.3 Clerk Lindsey Green**

### **8.3.1 CL2021-020 – Joint Ticket Book Update**

No. 2021-446

**Moved By** Councillor Shipston

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CL2021-020 as information; and

**That** Council support staff in proceeding to obtain Township of Southgate ticket books for issuing Part 1 and Part 2 offences in accordance with the Provincial Offences Act, 1990.

**Carried**

### **8.3.2 CL2021-022 - First Nations Land Acknowledgement**

No. 2021-447

**Moved By** Councillor Rice  
**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report CL2021-022 as information; and

**That** Council provide feedback to staff and considerations to implement a First Nations Land Acknowledgement for the Township of Southgate.

**Carried**

### **8.3.3 CL2021-021 - Noise By-law – Draft Amendments**

No. 2021-448

**Moved By** Councillor Frew  
**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CL2021-021 as information; and

**That** Council members provide feedback to the Clerk on the draft noise by-law no later than August 16, 2021; and

**That** staff prepare a final by-law for approval at the September 1, 2021 regular meeting of Council.

**Carried**

## **8.4 Public Works Manager Jim Ellis**

### **8.4.1 PW2021-039 Purchase of Egremont Landfill Attenuation Lands**

No. 2021-449

**Moved By** Councillor Shipston  
**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PW2021-039 for information; and

**That** Council approve the use of the Tax Stabilization Reserve – General to fund the purchase of the attenuation lands known as west ½ Lot 1 Concession 21 Egremont,

Roll # 42 07 060 001 19300 0000 in the Township of Southgate.

**Carried**

#### **8.4.2 PW2021-041 Rowes Lane External Works**

No. 2021-450

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PW2021-041 for information; and

**That** Council approve the payment of the Rowes Lane External works in the amount of \$327,509.45 plus HST, funded through the corresponding reserves.

**Carried**

### **8.5 Chief Administrative Officer Dave Milliner**

#### **8.5.1 CAO2021-056 Affordable Housing Advisory Committee Members Appointment Report**

No. 2021-451

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CAO2021-056 as information; and

**That** Council approve the appointment of Gerry McNalty and Muriel Scott to the Southgate Affordable-Attainable Housing Advisory Committee as members that submitted applications; and

**That** Council approve the recruited members being Morgan McCannell, Jan Powell and Jennifer Dejong to the Southgate Affordable-Attainable Housing Advisory Committee; and

**That** Council appoint Council Members Councillor Sherson, Councillor Shipston and Mayor John Woodbury as an ex-

officio member to the Southgate Affordable-Attainable Housing Advisory Committee.

**Carried**

**8.5.2 CAO2021-057 Flato Dundalk Community Inc  
Purchase Sale of Eco Park Lands**

Council recessed at 10:24 AM and returned at 10:35 AM.

No. 2021-452

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council receive staff report CAO2021-057 as information; and

**That** Council approve the purchase and sale agreement for 20 acres plus or minus of lands in the Eco Park to Flato Dundalk Community Inc.; and

**That** Council consider approval of Southgate By-law 2021-115 to execute this purchase and sale agreement.

**Carried**

**8.5.3 By-law 2021-115 - Purchase and Sale Agreement -  
Flato Dundalk Community Inc - Eco Park Lands**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-453

**Moved By** Councillor Shipston

**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2021-115 being a by-law to authorize a purchase and sale agreement between FLATO Dundalk Community 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)**

#### **8.5.4 CAO2021-058 Community Foundation Grey Bruce Southgate Committee Member Appointments Report**

No. 2021-454

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CAO2021-058 as information; and

**That** Council approve to the appointment of Joan John, Rica Marie Malapitan, Don Lewis, Dale Pallister and Heather Renton to the Southgate Community Fund Management Committee to work with Community Foundation Grey Bruce and the Committee Terms of Reference to establish a Township of Southgate donation fund and to decide on grants for community organizations requesting financial support for events and their projects; and

**That** Council appoint Mayor Woodbury to represent Council on the Southgate Community Fund Management Committee; and

**That** Council approve the updated Southgate Community Fund Management Committee Terms of Reference document as the policy and procedures to establish operating guidance for the Committee to work with Community Foundation Grey Bruce and Southgate Council.

**Carried**

#### **8.5.5 CAO2021-059 Southgate Holstein Council Chamber Building Retrofit Project RFP Award Report**

No. 2021-455



**Moved By** Councillor Rice  
**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CAO2021-059 as information; and

**That** Council approve awarding the Southgate Council Chambers Building Retrofit Project to Domm Construction at the bid price of \$145,000.00 plus HST; and

**That** Council the Southgate Council Chambers Building Retrofit Project be funded from the ICIP COVID-19 Resilience Infrastructure Project approved funding of \$99,000.00 and the remainder of the construction costs from the Modernization Reserve.

**Carried**

## **8.6 Planner Clinton Stredwick**

### **8.6.1 PL2021-067-C10-21 Mar-Bro Construction Inc**

No. 2021-456

**Moved By** Councillor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2021-067 for information; and

**That** Council consider approval of By-law 2021-112.

**Carried**

### **8.6.2 By-law 2021-112 - ZBA C10-21 - Mar-Bro Construction Inc**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-457

**Moved By** Councillor Rice  
**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-112 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 PL2021-068 ZBA C11-21 Kevin Martin**

No. 2021-458

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PL2021-068 for information; and

**That** Council consider approval of By-law 2021-113.

**Carried**

#### **8.6.4 By-law 2021-113 ZBA C11-21 - Kevin Martin**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-459

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2021-113 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 PL2021-069 Site Plan Agreement 10-21 Clarence and Carolyn Martin**

No. 2021-460

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report PL2021-069 for information; and

**That** Council consider approval of By-law 2021-114 authorizing the entering into a Site Plan Agreement.

**Carried**

**8.6.6 By-law 2021-114 - Site Plan Agreement 10-21 - Clarence and Carolyn Martin**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-461

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2021-114 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)**

**8.7 HR Coordinator Kayla Best**

**8.7.1 HR2021-017 – Asset Coordinator & Financial Analyst**

No. 2021-462

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report HR2021-017 for information; and

**That** Council accept the resignation of Alan Selby as Southgate's Asset Coordinator & Financial Analyst position and thank him for his service; and

**That** Council approve posting for the Asset Coordinator & Financial Analyst position immediately.

**Carried**

**9. By-laws and Motions**

**9.1 By-law 2021-117 - Appoint Designates for Civil Marriage Ceremonies**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-463

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be is resolved that** by-law 2021-117 being a by-law to authorize the Solemnization of Civil Ceremonies for the Township of Southgate by Designates of the Clerk 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)**

No. 2021-464

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated August 4, 2021 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 FIN2021-026 Financial Report – June 2021**

**11.1.2 FIN2021-024 Tax Relief for Low Income Seniors and Low-Income Disabled Persons**

**11.1.3 PW2021-040 Department Report**

**11.1.4 June 2021 Cheque Register**

**11.1.5 Conference Evaluation Form - AMCTO Conference - Clerk Lindsey Green**

**11.2 Correspondence (for information)**

No. 2021-465

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated August 4, 2021 as information.

**Carried**

**11.2.1 Ontario Land Tribunal - Processes for the New Ontario Land Tribunal - received July 9, 2021**

**11.2.2 Solicitor General - Fire Marshal Hot Pets - received July 9, 2021**

**11.2.3 Centre Grey Health Services Foundation - Letter of Appreciation - received July 14, 2021**

**11.2.4 Crime Stoppers of Grey Bruce Coordinator Report - April to June 2021 - received July 14, 2021**

**11.2.5 Saugeen Mobility and Regional Transit - April 23 Meeting Minutes - received July 14, 2021**

**11.2.6 Saugeen Valley Conservation Authority - Partnership with the NWMO - received July 19 2021**

**11.2.7 Saugeen Valley Conservation Authority - June 17, 2021 Meeting Minutes - received July 29, 2021**

**11.2.8 LAS Electricity Commodity Cost Review - Calendar Year 2020 Southgate - received July 29, 2021**

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

No. 2021-466

**Moved By** Councillor Shipston

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated August 4, 2021 as information.

**Carried**

- 11.3.1 Municipality of Chatham Kent - Induction of Coloured All Stars to Canadian Baseball Hall of Fame - received July 2, 2021**
- 11.3.2 City of Mississauga - Canada Day - received July 07, 2021**
- 11.3.3 Lake of Bays - Support for Fire Departments - received July 6, 2021**
- 11.3.4 Lake of Bays - Town of Fort Erie Capital Gains Tax on Primary Residence - received July 6, 2021**
- 11.3.5 Township of Scugog - Williams Point Road and Beacock Road School Bus Turnarounds - received July 6, 2021**
- 11.3.6 Greater Napanee - Capital Gains Tax on Primary Residence - received July 7, 2021**
- 11.3.7 Greater Napanee - Request for Funding Sources for Municipalities - received July 7, 2021**
- 11.3.8 Greater Napanee - Support for 988, 3-Digit Suicide and Crisis Prevention Hotline - received July 7, 2021**
- 11.3.9 Municipality of Chatham Kent - Anti-Hate Crimes and Incidents and Bill C-313 Banning Symbols of Hate Act - received July 7, 2021**
- 11.3.10 Municipality of Chatham Kent - OBCM Action on Mental Health and Addiction Plan - received July 7, 2021**
- 11.3.11 Municipality of Chatham Kent - Licensing of Cannabis Operations Previous Operating Illegally - received July 7, 2021**
- 11.3.12 Municipality of Chatham Kent - Funding for Maintenance and Preservation Repair of Abandoned Cemeteries - received July 7, 2021**
- 11.3.13 City of Vaughn - Raising Legal Age for a Licensed Driver - received July 9, 2021**

- 11.3.14 Township of Adelaide Metcalfe - Abandoned Cemeteries - received July 12, 2021**
- 11.3.15 Township of Adelaide Metcalfe - Banning Unencapsulated Poly Foam - received July 12, 2021**
- 11.3.16 Township of Adelaide Metcalfe -Support 988 Suicide Crisis Hotline - received July 12, 2021**
- 11.3.17 Township of Adelaide Metcalfe - Environmental Protection Amendment Act - received July 12, 2021**
- 11.3.18 Township of Georgian Bay - Capital Gains Tax on Primary Residence - received July 14, 2021**
- 11.3.19 Township of Georgian Bay - Elimination of LPAT - received July 14, 2021**
- 11.3.20 Township of Georgian Bay - Truth and Reconciliation Commission of Canada - received July 14, 2021**
- 11.3.21 City of Woodstock - Affordable housing Crisis in Canada - received July 16, 2021**
- 11.3.22 City of Sarnia - Capital Gains Tax on Primary Residences - received July 21, 2021**
- 11.3.23 Town of Plympton-Wyoming - PSA Test for Men into the Medical Care - received July 21, 2021**
- 11.3.24 City of Stratford - Phase Out Ontario's Gas Plants - received July 27, 2021**

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

### **12. County Report**

Mayor Woodbury discussed the highlights from the last County Council meeting, more information can be found [here](#).

Deputy Mayor Milne mentioned that the Grey Roots Museum is now open to the public again and that the construction on their General Store building should be completed this Fall.



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

CAO Milliner announced that the Grey Bruce Public Health Unit will be hosting another vaccination pop-up clinic at the Dundalk Arena on August 10, 2021 from 4:00 PM until 7:00 PM. He added that Medical Officer of Health Dr. Ian Arra has stated that vaccinations are critical right now and if we do not reach 90% of residents vaccinated, the likelihood of a fourth wave of the pandemic coming this Fall is imminent.

Councillor Shipston mentioned that a few downtown Dundalk businesses participated in a "Halloween in July" event that was very well received by residents.

Mayor Woodbury added that the Holstein Agro Expo event is coming up as well as the Egremont Optimist Fish Fry dinner and added the importance of supporting these local groups.

Councillor Sherson moved the following motion.

No. 2021-467

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

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

**Carried**

### **14. Closed Meeting**

No. 2021-468

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council proceed into closed session at 11:37 AM in order to address matters relating to a proposed or pending acquisition or disposition of land (Subject: Proposal to co-develop Eco Park Phase 2 property - Staff Report CAO2021-060C); and

**That** Economic Development Officer Terri Murphy, Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

**Carried**

Council recessed at 11:37 AM and returned at 11:39 AM.

No. 2021-469

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council come out of Closed Session at 12:28 PM.

**Carried**

Council recessed at 12:28 PM and returned at 12:30 PM.

**14.1 A proposed or pending acquisition or disposition of land  
(Subject: Proposal to co-develop Eco Park Phase 2  
property - Staff Report CAO2021-060C)**

No. 2021-470

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report CAO2021-060C for information; and

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

**Carried**

**15. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-471

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2021-116 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 August 4, 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. 2021-472

**Moved By** Deputy Mayor Milne

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

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green