



Township of Southgate

Minutes of Council Meeting

September 15, 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, Chief Administrative Officer
Lindsey Green, Clerk
Jim Ellis, Public Works Manager
William Gott, Treasurer
Bev Fisher, Chief Building Official
Lacy Russell, Librarian CEO
Terri Murphy, Economic Development Officer
Clinton Stredwick, Planner
Kayla Best, HR Coordinator
Elisha Milne, Legislative Assistant
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

Heather Arnott, Tom Arnott and Monica Caprini spoke to Council in regard to Item No. 8.8.2 - Wilder Lake Subdivision Zoning report. Cory Henry spoke to Council in regard to Item No. 8.7.1 - Southgate COVID-19 Draft Vaccination Policy.

4. Confirmation of Agenda

No. 2021-515

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that Council confirm the agenda as presented.

Carried

5. Declaration of Pecuniary Interest

Deputy Mayor Milne declared a conflict of interest to Item No. 8.8.1 - PL2021-079 - Wilder Lake Subdivision Zoning report due to the developer being a family member and did not participate in the discussion or voting of the item.

6. Delegations & Presentations

6.1 Launch Pad YATC Presentation - Emily Morrison

No. 2021-516

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council receive the Launch Pad YATC presentation as information.

Carried

7. Adoption of Minutes

No. 2021-517

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the minutes from the September 1, 2021 Council meeting as presented.

Carried

8. Reports of Municipal Officers

8.1 Treasurer William Gott

8.1.1 FIN2021-028 Building Condition Assessments RFP

No. 2021-518

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIN2021-028 Building Condition Assessments RFP as information; and

That Council awards the Building Condition Assessments tender to Bold Engineering Inc. for \$21,700 plus HST.

Carried

8.2 Chief Building Official Bev Fisher

8.2.1 CBO2021-005 - Noise By-Law 2021-132 Exemption Request

No. 2021-519

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CBO2021-005 for information; and

That Council approve the proposed Noise By-law Exemption request received from Ms. Johnston and Mr. Schram for October 10, 2021, at 165 and 175 Gold Street, Dundalk.

Carried

8.3 Clerk Lindsey Green

8.3.1 CL2021-023 - Recognition of September 30th as National Day of Truth and Reconciliation

Moved By Councillor Dobreen

Seconded By Councillor Rice

Whereas the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation; and

Whereas the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action; and

Whereas all Canadians and all orders of government have a role to play in reconciliation; and

Whereas Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process; and

Whereas the Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday,

Therefore be it resolved that the Council of the Township of Southgate does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities.

Councillor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2021-520

Moved By Councillor Dobreen
Seconded By Deputy Mayor Milne

Be it resolved that Council amend the motion to add further clauses that state: “**That** Council approve the lowering of the flags throughout the Township on September 30, 2021, in recognition of the National Day for Truth and Reconciliation and **That** Council direct staff to return to a future Council meeting with amendments to the current Displaying Flag Policy No. 51 to include the lowering of the flags for this day in future years.”

Carried

Motion as Amended:
No. 2021-521

Moved By Councillor Dobreen
Seconded By Councillor Rice

Whereas the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation; and

Whereas the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC’s Calls to Action; and

Whereas all Canadians and all orders of government have a role to play in reconciliation; and

Whereas Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process; and

Whereas the Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a

statutory holiday,

Therefore be it resolved that the Council of the Township of Southgate does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities; and

That Council approve the lowering of the flags throughout the Township on September 30, 2021 in recognition of the National Day for Truth and Reconciliation; and

That Council direct staff to return to a future Council meeting with amendments to the current Displaying Flag Policy No. 51 to include the lowering of the flags for this day in future years.

Carried

8.4 Public Works Manager Jim Ellis

8.4.1 PW2021-RFP Dundalk Wastewater Treatment Facility Expansion

No. 2021-522

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2021-045 for information; and

That Council approve the release of the RFP for the Dundalk Wastewater Treatment Facility Expansion as part of the on-going Environmental Assessment process.

Carried

8.5 Economic Development Officer Terri Murphy

8.5.1 ED02021-002 - 2137569 Ontario Inc (GREENLID) Purchase and Sale of Eco Park Lands

No. 2021-523

Moved By Councillor Frew

Seconded By Councillor Dobreen

Be it resolved that Council receive staff report EDO2021-002 as information; and

That Council approve the purchase and sale agreement for 12 acres plus or minus of lands in the Eco Park to 2137569 Ontario Inc O/A GREENLID; and

That Council consider approval of Southgate By-law 2021-135 to execute this purchase and sale agreement.

Carried

8.5.2 By-law 2021-135 - Purchase and Sale Agreement - 2137569 Ontario Inc. (GreenLid)

Mayor Woodbury requested a recorded vote on the motion.

No. 2021-524

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that by-law number 2021-135 being a by-law to authorize a purchase and sale agreement between 2137569 Ontario 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)

8.6 HR Coordinator Kayla Best

8.6.1 HR2021-019 – CAO Succession Planning

No. 2021-525

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report HR2021-019 for information; and

That Council review the CAO Succession Plan – CAO Planned Retirement Document and provide feedback; and

That Council direct staff to proceed with an internal posting for an intent to apply for the upcoming CAO vacancy; and

That Council direct staff to bring a closed session report to the October 6, 2021 Council Meeting to discuss the applications from the Intent to Apply; and

That Council appoint Kayla Best, HR Coordinator to lead and coordinate the process of hiring the new CAO to fill the planned upcoming vacancy.

Carried

8.6.2 HR2021-020 – Library Assistant Digital Services

No. 2021-526

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report HR2021-020 for information; and

That Council approve the draft job description for the Library Assistant – Digital Services; and

That Council direct staff to review and evaluate the draft job description for the Library Assistant – Digital Services through the Southgate Job Evaluation Committee for a recommended placement on the Employee Pay Grid; and

That Council direct staff to report back to the October 6th Council meeting with a report from the Job Evaluation Committee and the final version of the Library Assistant – Digital Services job description for approval.

Carried

8.7 Chief Administrative Officer Dave Milliner

8.7.1 CAO2021-064 Draft Southgate COVID-19 Vaccination Policy

Council recessed at 8:28 PM and returned at 8:40 PM.

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that Council receive staff report CAO2021-064 as information; and

That Council approve the draft Southgate COVID-19 Vaccination Policy dated September 15, 2021 as presented; and

That Council direct staff based on resolution approval of this draft policy to proceed with the Human Resources Coordinator requesting information, collecting employee vaccination data in confidence if provided and holding one on one employee education sessions related to COVID-19 immunization requirements; and

That Council consider approving the Southgate COVID-19 Vaccination Policy at the October 6, 2021 meeting.

Councillor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2021-527

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council amend the motion to state the following: "**That** Council receive staff report CAO2021-064 as information and **That** Council receive the draft Southgate COVID-19 Vaccination Policy dated September 15, 2021 as presented and agree in principle with the policy and **That** Council direct staff to revise the vaccination policy to include clearer provisions under the

"Accommodation" section of the policy as discussed and **That** Council direct staff to proceed with the Human Resources Coordinator requesting information, collecting employee vaccination data in confidence, if provided, and holding one on one employee education sessions related to COVID-19 immunization requirements while the policy is being revised and **That** Council consider approving a revised Southgate COVID-19 Vaccination Policy by Municipal By-law at the October 6, 2021 meeting, as discussed."

Carried

Motion as Amended:

No. 2021-528

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that Council receive staff report CAO2021-064 as information; and

That Council receive the draft Southgate COVID-19 Vaccination Policy dated September 15, 2021 as presented and agree in principle with the policy; and

That Council direct staff to revise the vaccination policy to include clearer provisions under the "Accommodation" section of the policy as discussed; and

That Council direct staff to proceed with the Human Resources Coordinator requesting information, collecting employee vaccination data in confidence, if provided, and holding one on one employee education sessions related to COVID-19 immunization requirements while the policy is being revised; and

That Council consider approving a revised Southgate COVID-19 Vaccination Policy by Municipal By-law at the October 6, 2021 meeting, as discussed.

Carried

Councillor Dobreen moved the following motion.

No. 2021-529

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed past 10:00 PM.

Carried

8.8 Planner Clinton Stredwick

8.8.1 PL2021-079 - Flato Glenelg Phase II Support Resolution

No. 2021-530

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2021-079 for information; and

That Council consider passing a resolution of support for the County Official Plan amendment expanding the settlement area of Dundalk for the Project known as Flato Glenelg phase II.

Carried

8.8.2 PL2021-079 - Wilder Lake Subdivision Zoning

Deputy Mayor Milne declared a conflict of interest to Item No. 8.8.1 - PL2021-079 - Wilder Lake Subdivision due to the developer being a family member and did not participate in the discussion or voting of the item.

No. 2021-531

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PL2021-079 for information; and

That Council consider approval of Zoning By-law 2021-137 at the next Council meeting; and

That Council direct staff to prepare a report regarding a mandatory inspection program and how it might be implemented to inspect pre-existing septic systems conditions as future safeguards to protect Wilder Lake; and

That Council direct staff to investigate limiting motorized boats on the lake, if we have those enforcement powers; and

That Council direct staff to investigate preparing a Township wide illumination by-law to address Dark Sky policies for future development.

Carried

9. By-laws and Motions

None.

10. Notice of Motion

None.

11. Consent Items

11.1 Regular Business (for information)

No. 2021-532

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that Council approve the items on the Regular Business consent agenda dated September 15, 2021 and direct staff to proceed with all necessary administrative actions.

Carried

11.1.1 PW2021-044 DWQMS External Audit

11.1.2 PW2021-046 Department Report

11.1.3 FIRE2021-010 - Pumper 11 Update

11.2 Correspondence (for information)

No. 2021-533

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive the items on the Correspondence consent agenda dated September 15, 2021 as information.

Carried

11.2.1 GRCA Summary of the General Membership Meeting – August 27, 2021

11.3 Resolutions of Other Municipalities (for information)

No. 2021-534

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated September 15, 2021 as information.

Carried

11.3.1 City of Brantford - Year of the Garden 2022 - received August 27, 2021

11.3.2 Town of South Bruce Peninsula - Lottery Licensing to Assist Small Organizations - received August 30, 2021

11.3.3 Township of Larder Lake - Include PSA Test for Men into Medical Care - received August 30, 2021

11.3.4 Plympton-Wyoming - Affordable Housing - received August 31, 2021

11.3.5 Plympton-Wyoming - Bill-C 313 Banning Symbols of Hate - received August 31 2021

**11.3.6 Municipality of Grey Highlands - Grey Gables
128 Bed Facility Support - received September 3,
2021**

**11.3.7 Tay Valley Township - Lottery Licensing to
Assist Small Organizations - received September 7,
2021**

**11.3.8 City of Port Colborne - Phase Out Ontario's Gas
Plants - received September 8, 2021**

11.4 Closed Session (for information)

None.

12. County Report

Mayor Woodbury and Deputy Mayor Milne reviewed highlights from the most recent County Council meeting. Further information can be found [here](#). Deputy Mayor Milne added that the County Council meetings are returning to in-person meetings beginning October 14, 2021. The meetings will continue to be available to livestream online.

13. Members Privilege - Good News & Celebrations

Mayor Woodbury noted that the last pop-up COVID-19 Vaccine Clinic was a success. Councillor Dobreen commented on the success of the Dundalk Agricultural Society's truck and tractor pull and thanked them for their hard work in making the event a success.

14. Closed Meeting

None.

15. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-535

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that by-law number 2021-138 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 September 15,

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. 2021-536

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 10:13 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green