



Township of Southgate

Minutes of Council Meeting

January 19, 2022
6:00 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
Derek Malynyk, Fire Chief
Terri Murphy, Economic Development Officer
Clinton Stredwick, Planner
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 6:00 PM.

3. Land Acknowledgement

As we gather, we recognize and acknowledge the traditional keepers of this land with whom we share today. The Township of Southgate is a part of the traditional territories of the Anishinaabek, Six Nations of the Grand River, Saugeen Ojibway Nation, Haudenosaunee, and Saugeen Métis. The land that surrounds us is part of who we are as it reflects our histories; may we live in peace and friendship with all its diverse people.

4. Open Forum - Register in Advance

No members of the public spoke at open forum.

5. Confirmation of Agenda

No. 2022-001

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council confirm the agenda as amended; and
That Council further amend the agenda to move forward Staff Report CAO2022-002 - Flato Proposal Request for Support to Seek a Ministry Zoning Order in the agenda to follow the adoption of the minutes.

Carried

6. Declaration of Pecuniary Interest

Deputy Mayor Milne declared a conflict of interest to Staff Report PW2022-002 - Request for Southgate Sideroad Name Change as one of the requestors of the road name change is a family member and did not participate in the discussion or voting of the item.

7. Public Meeting

7.1 C32-21 - Harper Homes Inc. Con 18, Lot 16, Geographic Township Egremont

7.1.1 Background

The Purpose of the proposed zoning bylaw amendment application is to implement a condition of consent and recognize a reduced lot area. The

zoning amendment will reduce the lot area requirement from 2000m² to 1450m².

The Effect of the proposed zoning by-law amendment would be to change the zone symbol on a portion of the subject lands from R5 to R5 exception (R5-XXX) to recognize the reduced lot area.

7.1.2 Application and Notice of Public Meeting

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

7.1.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick summarized comments received from agencies being the County of Grey, Southgate Public Works Department, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

7.1.4 Questions from Council

There were no questions from Members of Council.

7.1.5 Applicant or Agent

The applicant or agent were not in attendance.

7.1.6 Members of the Public to Speak

No members of the public were present to speak in support of or opposition to the application.

7.1.7 Further Questions from Council

There were no further questions from Members of Council.

7.1.8 Adjournment

The Public Planning Meeting adjourned at 6:08 PM.

8. Delegations & Presentations

8.1 FLATO Developments Inc - Ministry Zoning Order Presentation

No. 2022-002

Moved By Deputy Mayor Milne
Seconded By Councillor Rice

Be it resolved that Council receive the Flato Developments Inc presentation as information.

Carried

9. Adoption of Minutes

No. 2022-003

Moved By Councillor Frew
Seconded By Councillor Sherson

Be it resolved that Council approve the minutes from the December 15, 2021 Council meeting as presented; and

That Council approve the minutes from the December 21, 2021 Special Council meeting as presented.

Carried

10. Reports of Municipal Officers

10.1 Chief Administrative Officer Dave Milliner

10.1.1 CA02022-002 Flato Proposal Request for Support to Seek a Ministry Zoning Order

Moved By Councillor Shipston
Seconded By Councillor Frew

Be it resolved that Council receive staff report CA02022-002 as information; and

That Council provide direction to staff on how to proceed on the MZO proposal received from Flato.

Councillor Frew moved the following amendment to the main motion.

Amendment:
No. 2022-004

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that Council amend the second clause of the motion and add a third clause to state the following:

“**That** Council direct staff to continue gathering information about Ministry Zoning Orders and provide education to Council at a future Committee of the Whole education training session as soon as possible; and **That** Council direct staff to initiate the creation of a draft development agreement with Flato Developments Inc. for discussion with Council at a future Council meeting.”

Carried

Motion as Amended:

No. 2022-005

Moved By Councillor Shipston

Seconded By Councillor Frew

Be it resolved that Council receive staff report CAO2022-002 as information; and

That Council direct staff to continue gathering information about Ministry Zoning Orders and provide education to Council at a future Committee of the Whole education training session as soon as possible; and

That Council direct staff to initiate the creation of a draft development agreement with Flato Developments Inc. for discussion with Council at a future Council meeting.

Carried

Council recessed at 8:05 PM and returned at 8:11 PM.

10.2 Treasurer William Gott

10.2.1 FIN2022-001 Temporary Borrowing

No. 2022-006

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIN2022-001 Temporary Borrowing as information; and
That By-law 2022-001, being a by-law authorizing the temporary borrowing of money to meet current expenditures of the Municipality for the year 2022, be considered for approval.

Carried

10.2.2 By-law 2022-001 - Borrowing By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-007

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that by-law number 2022-001 being a by-law to authorize the borrowing of money to meet the current expenditures of the Council of 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 (6): Mayor Woodbury, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Deputy Mayor Milne

Carried (6 to 0)

Deputy Mayor Milne returned to the meeting at 8:13 PM.

10.2.3 FIN2022-002 2022 Interim Tax Levy

No. 2022-008

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report FIN2022-002 2022 Interim Tax Levy as information; and
That By-law 2022-002, being a by-law to provide for interim tax levies for the 2022 fiscal year be considered for approval.

Carried

10.2.4 By-law 2022-002 - Interim Tax Levy

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-009

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that by-law 2022-002 being a by-law to provide for interim tax levies for the 2022 fiscal year 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)

10.2.5 FIN2022-003 Fees and Charges

No. 2022-010

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council received Staff Report FIN2022-003 Fees and Charges as information; and
That Council consider By-law 2022-003, being a by-law to establish fees and charges for certain services provided by the Township of Southgate for approval.

Carried

10.2.6 By-law 2022-003 - Adopt Fees and Charges

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-011

Moved By Councillor Shipston

Seconded By Councillor Frew

Be it resolved that by-law number 2022-003 being a by-law to establish fees and charges for certain services in 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)

10.2.7 FIN2022-005 Development Charges Study RFP

No. 2022-012

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report FIN2022-005 Development Charge Study RFP as information; and
That Council approve the Development Charge Study Request for Proposals (RFP) as presented; and
That Council directs staff to release and advertise the Development Charge Study RFP document.

Carried

10.2.8 FIN2022-004 2022 Donations, Grants and Funding

No. 2022-013

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIN2022-004 2022 Donations, Grants, and Funding be received as information; and

That Council approve the application of the Dundalk Dance Association for a \$500 donation to the 2022 Canadian Open Square Dancing, Step Dancing, Clogging and Fiddle Contest; and

That Council approve the application of the Optimist Club of Egremont for \$1,000 of funding towards fireworks for a July 1, 2022 celebration; and

That Council approve a donation of \$100 to the Dundalk & District Food Bank Christmas Cheer program; and

That Council approve a donation of \$100 to the Holstein and District Christmas Hamper program.

Carried

10.3 Clerk Lindsey Green

10.3.1 CL2022-002 – Procedural By-law Amendments

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CL2022-002 for information; and

That Council receive the draft amendments to the Procedural By-law as information; and

That Council provide comments to the Clerk on the proposed amendments, or further amendments, no later than January 25, 2022; and

That Council consider approval of the Procedural By-law

with incorporated amendments at the February 2, 2022 Council meeting.

Councillor Dobreen moved the following amendment to the main motion.

Councillor Dobreen requested a recorded vote on the amendment to the main motion.

Amendment:

No. 2022-014

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council amend the motion to add a fifth clause that states: "**That** the recording of Closed Session remains as originally written in the final version."

Yay (3): Councillor Dobreen, Councillor Rice, and Councillor Shipston

Nay (4): Mayor Woodbury, Deputy Mayor Milne, Councillor Sherson, and Councillor Frew

Failed (3 to 4)

No. 2022-015

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CL2022-002 for information; and

That Council receive the draft amendments to the Procedural By-law as information; and

That Council provide comments to the Clerk on the proposed amendments, or further amendments, no later than January 25, 2022; and

That Council consider approval of the Procedural By-law

with incorporated amendments at the February 2, 2022 Council meeting.

Carried

10.3.2 CL2022-003 – Election Sign By-law - Draft

No. 2022-016

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report CL2022-003 for information; and

That Council receive the draft election sign by-law as information; and

That Council provide feedback to the Clerk on the draft by-law no later than January 25, 2022; and

That Council consider approval of the Election Sign By-law at the February 2, 2022, Council meeting.

Carried

10.4 Public Works Manager Jim Ellis

10.4.1 PW2022-002 Request for Southgate Sideroad Name Change

Deputy Mayor Milne declared a conflict of interest to Staff Report PW2022-002 - Request for Southgate Sideroad Name Change as one of the requestors of the road name change is a family member and did not participate in the discussion or voting of the item.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-017

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2022-002 for information; and

That Council approve, in principle, the renaming of Southgate Sideroad 47 between Highway 89 and Southgate Road 04 to Little Red Way; and

That Council consider approval of the renaming of the road by By-law No. 2022-004 at the February 2, 2022, Council meeting after public notice has been given.

Yay (3): Councillor Sherson, Councillor Rice, and Councillor Shipston

Nay (3): Mayor Woodbury, Councillor Dobreen, and Councillor Frew

Declared Conflict (1): Deputy Mayor Milne

Failed (3 to 3)

Councillor Sherson moved the following motion.

No. 2022-018

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council proceed past 9:00 PM.

Carried

10.4.2 PW2022-003 DWQMS Management Review 2021 Meeting Minutes

No. 2022-019

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PW2022-003 for information; and

That Council acknowledges the receipt of the 2021 Drinking Water Quality Management Standard Annual Management Review Meeting Minutes.

Carried

10.5 HR Coordinator Kayla Best

10.5.1 HR2022-001 – CAO Review

No. 2022-020

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive staff report HR2022-001 for information; and

That Council discuss and direct staff as to the format of the CAO review for 2021-2022; and

That Council direct staff to include feedback from all Department Heads for the CAO Performance Review.

Carried

10.6 Planner Clinton Stredwick

10.6.1 PL2022-002-C26-21 Tilman and Naomi Sherk

No. 2022-021

Moved By Councillor Frew

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2022-002 for information; and

That Council consider approval of By-law 2022-007.

Carried

10.6.2 By-law 2022-007 - Zoning By-law Amendment - C26-21 Tilman and Naomi Sherk

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-022

Moved By Councillor Sherson
Seconded By Councillor Shipston

Be it resolved that by-law number 2022-007 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)

10.6.3 PL2022-003-C27-21 Powell Furniture Inc.

No. 2022-023

Moved By Councillor Rice
Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2022-003 for information; and
That Council consider approval of By-law 2022-008.

Carried

10.6.4 By-law 2022-008 - Zoning By-law Amendment - C27-21 Powell Furniture Inc

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-024

Moved By Councillor Sherson
Seconded By Councillor Dobreen

Be it resolved that by-law number 2022-008 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)

10.6.5 PL2022-004-C28-21 Tobias M Bauman Holdings Inc.

No. 2022-025

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2022-004 for information; and

That Council consider approval of By-law 2022-009.

Carried

10.6.6 By-law 2022-009 - Zoning By-law Amendment - C28-21 Tobias M Bauman Holdings Inc

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-026

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that by-law number 2022-009 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)

10.6.7 PL2022-005-SP20-21-Daniel and Rachel Bauman

No. 2022-027

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2022-005 for information; and

That Council consider approval of By-law 2022-010 authorizing the entering into a Site Plan Agreement.

Carried

10.6.8 By-law 2022-010 - Site Plan 20-21 Daniel and Rachel Bauman

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-028

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that by-law number 2022-010 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)

10.6.9 PL2022-007-SP22-21-Clea-Mar Machining Inc

No. 2022-029

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PL2022-007 for information; and

That Council consider approval of By-law 2022-012 authorizing the entering into a Site Plan Agreement.

Carried

10.6.10 By-law 2022-012 - Site Plan 22-21 Clea-Mar Machining Inc

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-030

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that by-law number 2022-012 being a by-law to authorize the execution of a Site Plan Control Agreement 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)

11. By-laws and Motions

None.

12. Notice of Motion

None.

13. Consent Items

13.1 Regular Business (for information)

No. 2022-031

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the items on the Regular Business consent agenda dated January 19, 2022 and direct staff to proceed with all necessary administrative actions.

Carried

13.1.1 CAO2021-001 Dundalk Olde Town Hall Update

13.1.2 CL2022-001 – 2022 Council Conferences Cost Estimates

13.1.3 EDO2021-001-Quartlery Report

13.1.4 FIRE2022-001 - Dundalk Fire Department 2021 Year End Report

13.1.5 PW2022-001 Department Report

13.1.6 FIRE2022-002 - Intent to Sell Pumper 7

13.1.7 PW2022-005 MECP 2021/2022 Dundalk Drinking Water Inspection Report

13.1.8 Building, By-law and Canine Report December 2021

13.2 Correspondence (for information)

No. 2022-032

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the Correspondence consent agenda dated January 19, 2022 (save and except items 13.2.16) as information.

Carried

- 13.2.1 Charity Radio Bingo - Southgate Approval Letter**
- 13.2.2 SVCA - 2022 Planning Fees**
- 13.2.3 Ministry of the Attorney General - Response to Lottery Letter resolution - received December 10, 2021**
- 13.2.4 SMART - June 25, 2021 Approve Minutes - received December 10, 2021**
- 13.2.5 SMART - July 23, 2021 Approved Minutes - received December 10, 2021**
- 13.2.6 SMART - October 1, 2021 Approved Minutes - received December 10, 2021**
- 13.2.7 SMART - October 29, 2021 Approved Minutes - received December 10, 2021**
- 13.2.8 SVCA - November 18, 2021 Meeting Minutes - received December 16, 2021**
- 13.2.9 GRCA - Final Transition Plan Under Regulation 687-21 - received December 20, 2021**
- 13.2.10 GRCA - Members 2021 Meeting Attendance - received December 20, 2021**
- 13.2.11 GRCA - Summary of General Membership Meeting - December 17, 2021 - received December 20, 2021**
- 13.2.12 SVCA - 2022 Meeting Schedule - received December 21, 2021**

- 13.2.13 Minister of Environment - Minister's Annual Report on Drinking Water 2021 - received December 23, 2021**
- 13.2.14 Multi-Municipal Wind Turbine Working Group - Wind Turbine Failures - received December 23, 2021**
- 13.2.15 SVCA - Transition Plan Submission - received December 24, 2021**
- 13.2.16 JunCtian Community Initiatives - Proclamation Request Black History Month - received January 3, 2022**

Councillor Dobreen moved the following motion.

No. 2021-033

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receives JunCtian Community Initiatives correspondence for information; and

That Council hereby proclaims February 2022 as Black History Month; and

That Staff issue a proclamation certificate as they did in 2021; and

That this proclamation be shared across the Township's social media platforms.

Carried

- 13.2.17 Ministry of the Environment - Operators of Drinking Water and Wastewater Systems - received January 5, 2022**
- 13.2.18 MMAH - Omicron Variant Testing and Isolation Guidelines - received December 7, 2022**
- 13.2.19 Ministry of Northern Development - Proposed Regulatory Changes Under Aggregate Resource Act - received January 10, 2022**

- 13.2.20 Crime Stoppers of Grey Bruce - Coordinator Report October to December 2021 - received January 11, 2022**
- 13.2.21 OGRA - 2022 Good Roads Conference Rescheduled - received January 13, 2022**
- 13.2.22 MMAH - Heads of Council Regulations for Bill 276 and Bill 13**

13.3 Resolutions of Other Municipalities (for information)

No. 2022-034

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated January 19, 2022 as information.

Carried

- 13.3.1 Township of Mulmur - Truth and Reconciliation - received December 13, 2021**
- 13.3.2 City of Sarnia - Catch and Release Justice - received December 16, 2021**
- 13.3.3 Tay Valley Township - Province Wide Assessment Update - received December 17, 2021**
- 13.3.4 Town of Bradford West Gwillimbury - Motion Against Quebec's Bill 21 - received December 24, 2021**
- 13.3.5 Township of Addington Highlands - Annual Emergency Exercise - received January 4, 2022**

13.4 Closed Session (for information)

None.

14. County Report

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

15. Members Privilege - Good News & Celebrations

Deputy Mayor Milne noted that the Dundalk Fire Department received their new fire truck and that it is a wonderful addition to the fleet and thanked Fire Chief Malynyk for his work in procurement of the new truck.

Mayor Woodbury congratulated Deputy Mayor Milne on the arrival of his newest grandchild, Eva Milne.

16. Closed Meeting

None.

17. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-035

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that by-law number 2022-016 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 January 19th, 2022 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)

18. Adjournment

No. 2022-036

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 9:31 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green