



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

April 6, 2022

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, Chief Administrative Officer  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
William Gott, Treasurer  
Bev Fisher, Chief Building Official  
Kevin Green, Facilities Manager  
Lacy Russell, Librarian CEO  
Derek Malynyk, Fire Chief  
Clinton Stredwick, Planner  
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 9:00 AM.

**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. 2022-185

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council confirm the agenda as amended; and **That** Council further amend the agenda to move Staff Report PW2022-016 and PW2022-020 forward to be addressed following the Adoption of the Minutes.

**Carried**

**6. Declaration of Pecuniary Interest**

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

**7. Delegations & Presentations**

None.

**8. Adoption of Minutes**

No. 2022-186

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** Council approve the minutes from the March 16, 2022 Council meeting as presented; and

**That** Council approve the minutes from the March 30, 2022 Special Council and Closed Session meetings as presented.

**Carried**

**9. Reports of Municipal Officers**

**9.1 Public Works Manager Jim Ellis**

**9.1.1 PW2022-016 Dundalk Wastewater Treatment Facility Expansion Recommendation of Supplier Proposal**

Deputy Mayor Milne moved the following motion.

No. 2022-187

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council waive the Procedure By-law to allow Ray Kirtz and Dustin Lyttle of Triton Engineering to speak to Staff Reports PW2022-016 and PW2022-020 if needed.

**Carried**

No. 2022-188

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PW2022-016 for information; and

**That** Council approve the Dundalk Wastewater Treatment Facility Expansion recommendation of supplier proposal as part of the on-going Environmental Assessment process; and

**That** Council approve on going further detailed design with Triplepoint; and

**That** Council approve Triton Engineering Services Limited to continue in depth detailed design concepts with Triplepoint; and

**That** Council approve The Township, Triton Engineering

and Triplepoint to enter into an Intent of Agreement to further those detailed design concepts; and  
**That** Council approve Triton Engineering Ltd. to submit the final design to the Ministry of Environment, Conservation and Parks completing the Dundalk Wastewater Treatment Facility Expansion Environmental Assessment process.

**Carried**

### **9.1.2 PW2022-020 Dundalk Reserve Capacity**

No. 2022-189

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PW2022-020 for information; and

**That** Council approve the recommendations for the endorsement of the report for the Dundalk Water and Sewage Treatment Reserve Capacity as prepared by Triton Engineering Services Ltd; and

**That** Council approves these reports to be forwarded to the Ministry of Environment, Conservation and Parks (MECP) District Office in Owen Sound and the Grey County Planning Department for their review and comment on the Dundalk Water and Sewage Treatment Reserve Capacity 2022 calculations.

**Carried**

## **9.2 Chief Building Official Bev Fisher**

### **9.2.1 CBO2022-005– Building Department Vehicle Purchase**

No. 2022-200

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CBO2022-005 for information; and

**That** Council approve the recommendations to award the 2022 Building Department and By-Law Department vehicle tender based on proposal evaluation and pricing to purchase from Trillium Ford Lincoln Ltd. for two Hybrid AWD Escape SUVs at a cost of \$36,694.98 plus HST each for the Building Department; and

**That** Council direct that the Building Department's existing 2018 Ford Escape AWD SUV be transferred to the By-law Department at its net book value of \$18,821.90 and funded by the Tax Stabilization Reserve

**Carried**

### **9.3 Facilities Manager Kevin Green**

#### **9.3.1 REC2022-003-Lawn Maintenance Contract Acceptance**

No. 2022-201

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report REC2022-003 for information; and

**That** Council award the contract to Dwayne's Lawn Care, Owner Dwayne VanRavenswaay, Wingham On.

**Carried**

### **9.4 Librarian CEO Lacy Russell**

#### **9.4.1 LIB2022-001- Library Overdue Fines**

No. 2022-202

**Moved By** Councillor Frew

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report LIB2022-001 for information; and

**That** Council direct the Treasurer to bring forward an amendment to the Fees and Charges By-law at the April 20, 2022, Council meeting.

**Carried**

## **9.5 Treasurer William Gott**

### **9.5.1 FIN2022-011 2022 Donations, Grants and Funding**

No. 2022-203

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report FIN2022-011 2022 Donations, Grants, and Funding be received as information; and

**That** Council approve a grant of \$2,500 to the Holstein Agro Expo & Rodeo 2022 event.

**Carried**

## **9.6 Clerk Lindsey Green**

### **9.6.1 CL2022-007 - Council Correspondence Policy No. 62 – Draft Amendments**

No. 2022-204

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CL2022-007 for information; and

**That** Council receive the draft amendments to the Correspondence Policy No. 62 and provide feedback to staff; and

**That** Council consider approval of the updated policy by By-law at the April 20, 2022, Council meeting.

**Carried**

**9.6.2 CL2022-008 - April 20, 2022, Council Meeting Start Time**

No. 2022-205

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CL2022-008 for information; and

**That** Council amend the 2022 Council Calendar to begin the April 20, 2022, Council meeting only, at 1:00 PM.

**Carried**

**9.6.3 CL2022-009 – PSB By-law – False Alarm By-law Approval**

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CL2022-009 for information; and

**That** Council approve the Police Service Board False Alarm By-law; and

**That** Council provide feedback and discussion about the fee to be charged for False Alarm calls; and

**That** Council direct the Treasurer to bring forward an amendment to the Fees and Charges By-law at the April 20, 2022, Council meeting for implementation of the false alarm fee.

Councillor Dobreen moved the following amendment to the main motion.

**Amendment:**

**Moved By** Councillor Dobreen

**Be it resolved that** Council direct staff to consult with the OPP to provide a grace period for education purposes of the false alarm by-law prior to approval.

With no seconder, the amendment was not considered.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-206

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CL2022-009 for information; and

**That** Council approve the Police Service Board False Alarm By-law; and

**That** Council provide feedback and discussion about the fee to be charged for False Alarm calls; and

**That** Council direct the Treasurer to bring forward an amendment to the Fees and Charges By-law at the April 20, 2022, Council meeting for implementation of the false alarm fee.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Nay (1): Councillor Dobreen

**Carried (6 to 1)**

## **9.7 Public Works Manager Jim Ellis**

### **9.7.1 PW2022-019 Product Care Association Amending Agreement No. 2**

No. 2022-207

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PW2022-019 for information; and

**That** Council consider passing By-law No. 2022-042, Product Care Association Amending Agreement No. 2.

**Carried**



**9.7.2 By-law 2022-042 - Product Care Association  
Amending Agreement**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-208

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2022-042 being a by-law to authorize an amending agreement between Product Care Association of Canada 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)**

**9.7.3 PW2022-022 Municipal Sidewalk Machine Tender  
Award Recommendation**

No. 2022-209

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report PW2022-022 for information; and

**That** Council approve the Municipal Sidewalk Machine Tender award to Work Equipment for a 2022 refurbished Trackless MT57 with new ribbon blower and new sand/salt spreader in the amount of \$159,900.00 plus HST.

**Carried**

## **9.8 Chief Administrative Officer Dave Milliner**

### **9.8.1 CAO2022-014 Dundalk Olde Town Hall Final Agreements Report**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-210

**Moved By** Councillor Shipston

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CAO2022-014 as information; and

**That** Council receive this staff report as an update related to delays in the process with legal review of agreements, title search issues and insurance company review of risk clauses; and

**That** Council consider approving Wellington Investment Corp. Purchase and Sale agreement to sell the Dundalk Olde Town Hall by agreement and to lease back part of the building for cultural uses by By-law at the April 20<sup>th</sup>, 2022 meeting; and

**That** Council consider approving the JunCtian Community Initiatives Agreement by By-law at the April 20<sup>th</sup>, 2022 meeting; and

**That** Council consider approving the Team Town Hall Agreement by By-law at the April 20<sup>th</sup>, 2022 meeting.

Yay (4): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, and Councillor Shipston

Nay (3): Councillor Sherson, Councillor Rice, and Councillor Frew

**Carried (4 to 3)**

### **9.8.2 CA02022-015 Southgate Affordable Housing Proposal**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-211

**Moved By** Councillor Sherson

**Seconded By** Councillor Frew

**Be it resolved that** Council receive staff report CA02022-015 as information; and

**That** Council discuss this proposal and direct staff on how we should proceed with the consideration of constructing 10 Affordable Housing units as an additional floor in the new Dundalk South-East Grey Community Health Centre building as a dedicated space for 10 units of affordable residential space; and

**That** Council direct staff to look into financing the Affordable Housing Project through Infrastructure Ontario to fund the cost until the Affordable Attainable Housing Committee is able to develop plans for a Local Mortgage and Housing Corporation can be established to take over the responsibility of the loan and the project.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Frew, and Councillor Shipston

Nay (1): Councillor Rice

**Carried (6 to 1)**

Council recessed at 10:57 AM and returned at 11:05 AM.

## **9.9 Planner Clinton Stredwick**

### **9.9.1 PL2022-018-C34-21 Moses and Anna Bauman**

No. 2022-212

**Moved By** Councillor Frew  
**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2022-018 for information; and  
**That** Council consider approval of By-law 2022-043.

**Carried**

**9.9.2 By-law 2022-043 - Zoning By-law Amendment - C34-21 Moses and Anna Bauman**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-213

**Moved By** Councillor Dobreen  
**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2022-043 being a by-law to amend Zoning By-law No. 20, 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)**

**9.9.3 PL2022-019-SP5-22-Moses and Anna Bauman**

No. 2022-214

**Moved By** Deputy Mayor Milne  
**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PL2022-019 for information; and

**That** Council consider approval of By-law 2022-044 authorizing the entering into a Site Plan Agreement.

**Carried**

**9.9.4 By-law 2022-044 - Site Plan Agreement - SP5-22  
Moses and Anna Bauman**

Councillor Sherson left the meeting at 11:09 AM.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-215

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2022-044 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 the by Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Councillor Sherson

**Carried (6 to 0)**

**10. By-laws and Motions**

**10.1 By-law 2022-046 - Appointment By-law - By-law Enforcement Officer - Leonard Longtin**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-216

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2022-046 being a by-law to appoint a Municipal Bylaw Enforcement Officer for the Township of Southgate in accordance with Section 15 of The Police Services Act RSO 1990 Chapter 10, 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, Deputy Mayor Milne, Councillor Dobreen, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Councillor Sherson

**Carried (6 to 0)**

**11. Notice of Motion**

None.

**12. Consent Items**

**12.1 Regular Business (for information)**

No. 2022-217

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated April 6, 2022 and direct staff to proceed with all necessary administrative actions.

**Carried**

**12.1.1 CA02022-016 Southgate CAO 2021 Work Plan Report and 2022 Goals**

**12.1.2 CL2022-006 – Southgate Community Fund Management Membership Update**

**12.1.3 FIN2022-010 2021 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses**

- 12.1.4 HR2022-010 TAPS Operator Labourer**
- 12.1.5 HR2022-011 Public Works Foreman & Fleet Manager Hiring**
- 12.1.6 HR2022-012 – By-Law Enforcement Officer Hiring**
- 12.1.7 PW2022-018 Department Report**
- 12.1.8 PW2022-021 Proton Landfill Monitoring Report 2020 2021**
- 12.1.9 Southgate Building, By-law and Canine Reports - February 2022**
- 12.1.10 Councillor Dobreen - GCFA 2022 Politician's Meeting Conference Report and Brief**

## **12.2 Correspondence (for information)**

No. 2022-218

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated April 6, 2022 as information.

**Carried**

- 12.2.1 Wind Concern Ontario Correspondence - Setbacks for Industrial-Scale Wind Turbines - received March 10, 2022**
- 12.2.2 Ministry of Municipal Affairs and Housing Correspondence - 2022 Annual Repayment Limit - Received March 15, 2022**
- 12.2.3 Public Health Grey Bruce Health Unit Correspondence - Letter to the Community (Response to COVID-19 pandemic) - Received March 17, 2022**

- 12.2.4 County of Grey - Warden's Forum Invitation - received March 17, 2022**
- 12.2.5 Grey Bruce Public Health - Response to Covid-19 Pandemic - received March 17, 2022**
- 12.2.6 SVCA Correspondence - Approved Minutes from February 17, 2022 Meeting - Received March 18, 2022**
- 12.2.7 CSGB Correspondence - Tipster Magazine - received March 22, 2022**
- 12.2.8 CSGB Correspondence - 30th Anniversary Tournament Invitation - received March 24, 2022**
- 12.2.9 IESO Engagement Correspondence - Information Session Invite - received March 24, 2022**
- 12.2.10 MMAH Correspondence - Growing the Greenbelt Phase II Consultation Letter - received March 24, 2022**
- 12.2.11 GRCA Correspondence - GM Summary - received March 25, 2022**
- 12.2.12 Wellington North Power - Quarterly Newsletter - Fourth Quarter 2021**

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

No. 2022-219

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated April 6, 2022 as information.

**Carried**

Councillor Sherson returned to the meeting at 11:18 AM.



- 12.3.1 Town of Newmarket - Dissolution of Ontario Land Tribunal - Received March 10, 2022**
- 12.3.2 Town of Wasaga Beach - Fire Services Review Service Delivery Task Force - received March 11, 2022**
- 12.3.3 Township of Mono - Support for Ukraine - received March 11, 2022**
- 12.3.4 Township of Chapple - Supporting the Expansion of Northern Ontario School of Medicine - received March 12, 2022**
- 12.3.5 NOMA - Urgent Need for Physicians in Northern Ontario - received March 14, 2022**
- 12.3.6 South Huron - Regulations Regarding Firefighters Certification - received March 15, 2022**
- 12.3.7 The Municipality of Mississippi Mills - Joint and Several Liability Reform - Received March 17, 2022**
- 12.3.8 Township of Adelaide Metcalfe - Dissolution of the OLT - received March 18, 2022**
- 12.3.9 Northumberland County - Revolving Door of Justice - received March 18, 2022**
- 12.3.10 City of Quinte West - Dissolve Ontario Land Tribunal - received March 22, 2022**
- 12.3.11 City of Quinte West - Renovictions - received March 22, 2022**
- 12.3.12 City of Barrie - Joint and Several Liability - received March 22, 2022**
- 12.3.13 City of Waterloo - Council Resolution Ontario Building Code - received March 23, 2022**
- 12.3.14 North Algona Wilberforce Township- Ontario Land Tribunal - received March 28, 2022**

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

None.

#### **13. County Report**

Mayor Woodbury reviewed highlights from the most recent County Council meeting. More details can be found [here](#).

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

Mayor Woodbury noted that Maple Fest in Holstein is this upcoming weekend, and that members of Council and staff are heading to the Ontario Good Roads Association Conference next week.

Councillor Dobreen extended congratulations to the youth of the Hanley Institute in Flesherton on their production of Agnes McPhail this past weekend as they did a great job and the turnout far exceeded their expectations. Congratulations to all.

#### **15. Closed Meeting**

None.

#### **16. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-220

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2022-045 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 April 6, 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)**

**17. Adjournment**

No. 2022-221

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 11:24 AM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green