



Township of Southgate

Minutes of Council Meeting

July 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 (left meeting at 12:30 PM)
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
Derek Malynyk, Fire Chief
Terri Murphy, Economic Development Officer
Clinton Stredwick, Planner
Kayla Best, HR Coordinator
Holly Malynyk, Customer Service and Support
Aakash Desai, Asset Coordinator & Financial Analyst
John Kurian, Deputy Treasurer

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

Resident Corey Allen spoke at Open Forum regarding By-law 2022-093 - Restricted Acts of Council - Delegated Authority and inquired about an update to items brought up in his previous delegation at a Council Meeting earlier this year.

5. Confirmation of Agenda

No. 2022-428

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council confirm the agenda as amended to include friendly amendments to By-law 2022-090 - Flato East Phase 7, 8 and 10 Subdivision Agreement Approval and By-law 2022-092 - Residential Development Subdivision Security Maintenance Policy and to include the addition of public comments received for the public planning meeting in relation to Zoning By-law Amendment file C8-22 - Grey Ridge Metals.

Carried

6. Declaration of Pecuniary Interest

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

7. Public Meeting

7.1 C8-22 - Grey Ridge Metals - Con 13, Lot 18 - Geographic Township of Proton

7.1.1 Background

The Purpose of the proposed zoning bylaw amendment application is to allow for an on farm diversified use being a small scale dry Industrial Use shop including the sale of lumber and other building materials (retail sales). The owners wish to add the shop to the list of permitted uses for the Agricultural zone. The shop including office and power room is proposed to be up to 750m² with outside storage of approximately 500m².

The Effect of the proposed zoning by-law amendment would be to change the zone symbol on a portion of the subject lands to permit the dry Industrial Use shop within an Agricultural exception zone. Any Environmental Protection Zone Boundary may be adjusted based on Conservation Authority comments.

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 Stredwick reviewed comments received from the County of Grey, the Historic Saugeen Metis, Township of Southgate Public Works Department and the Saugeen Valley Conservation Authority. Written comments were received from Jorge DeAndrade and John Tries.

7.1.4 Questions from Council

Members of Council asked questions and staff provided responses.

7.1.5 Applicant or Agent

The applicant or agent were not in attendance to speak to the application.

7.1.6 Members of the Public to Speak

No members of the public were in attendance 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 9:35 AM.

8. Delegations & Presentations

8.1 Principles Integrity Presentation - Annual Report - Janice Atwood-Petkovski

No. 2022-429

Moved By Councillor Frew

Seconded By Councillor Dobreen

Be it resolved that Council receive the 2022 annual report presentation from Principles Integrity as information.

Carried

8.2 Grey Bruce Local Immigration Partnership Presentation - Deepikaa Gupta

No. 2022-430

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive the Grey Bruce Local Immigration Partnership presentation as information.

Council recessed at 10:34 AM and returned at 10:45 AM.

Deputy Mayor Milne moved the following motion.

No. 2022-431

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council amend the agenda to move forward the Public Works Managers reports to the start of the Reports from Municipal Officers section and to pull Staff Report PW2022-

037 - Department Report and PW2022-038 - Holstein Pond & Sluice Raceway Update from the regular business consent agenda to be included under the Public Works Managers reports.

Carried

9. Adoption of Minutes

No. 2022-432

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council approve the minutes from the June 15, 2022 Council and Closed Session meetings as presented; and

That Council approve the minutes from the June 20, 2022 and June 21, 2022 Special Council and Closed Session meetings as presented.

Carried

10. Reports of Municipal Officers

10.1 Public Works Manager Jim Ellis

10.1.1 PW2022-039 No Heavy Trucks By-law Amendment Osprey Street North

No. 2022-433

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PW2022-039 for information; and

That Council consider approval of By-law 2022-098 being a by-law to amend By-law Number 2020-124, Schedule A to prohibit heavy trucks on Osprey Street North.

Carried

10.1.2 By-law 2022-098 - Amending By-law - By-law 2020-124 - Prohibit Heavy Trucks By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-434

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that by-law number 2022-098 being a by-law to amend by-law number 2022-124, being a by-law to prohibit heavy trucks on certain highways 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)

10.1.3 PW2022-037 Department Report

No. 2022-435

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PW2022-037 as information.

Carried

10.1.4 PW2022-038 Holstein Pond & Sluice Raceway Update

No. 2022-436

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PW2022-038 as information.

Carried

Councillor Dobreen moved the following motion.

No. 2022-437

Moved By Councillor Shipston

Seconded By Councillor Dobreen

Be it resolved that Council proceed past noon.

Carried

10.2 Librarian CEO Lacy Russell

10.2.1 LIB2022-002- Replacement DVR for Security Cameras

No. 2022-438

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report LIB2022-002 for information; and

That Council approve that the replacement costs of the new DVR be funded from the Library Capital Reserve.

Carried

10.3 Treasurer William Gott

10.3.1 FIN2022-018 External Audit Services

No. 2022-439

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report FIN2022-018 External Audit Services as information; and

That Council approve RFP-FIN2022-002 External Audit Services as presented; and

That Council directs staff to release and advertise the RFP-FIN2022-002 External Audit Services document.

Carried

10.4 Clerk Lindsey Green

10.4.1 CL2022-022 – Restricted Acts of Council (Lame Duck) Period

No. 2022-440

Moved By Councillor Rice

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CL2022-022 for information; and

That if Council is in a restricted position (Lame Duck) after Nomination Day (August 19, 2022), pursuant to Section 275 of the Municipal Act, 2001, Council delegates authority to the Chief Administrative Officer and/or other Department Heads to take action, where necessary, on certain restrictions listed in Section 275(3) of the Municipal Act, 2001; and

That Council directs the Chief Administrative Officer and/or other Department Heads to report on any actions taken under the restrictions listed in 275(3) of the Municipal Act, 2001, between Nomination Day and the commencement of the Council term; and

That this delegation be finalized through By-law 2022-093, with the delegation expiring on December 7, 2022.

Carried

10.4.2 By-law 2022-093 - Restricted Acts of Council - Delegated Authority

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-441

Moved By Councillor Shipston
Seconded By Councillor Frew

Be it resolved that by-law number 2022-093 being a by-law to delegate certain duties and acts during restricted periods after nomination day or the election of a new Council 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)

10.4.3 CL2022-023 – 2022 Council Calendar Amendment

No. 2022-442

Moved By Councillor Dobreen
Seconded By Councillor Rice

Be it resolved that Council receive Staff Report CL2022-023 for information; and

That Council approves amending the 2022 Council Calendar to schedule an additional regular meeting of Council on Thursday August 18, 2022, beginning at 9:00 AM.

Carried

10.5 Chief Administrative Officer Dave Milliner

10.5.1 CA02022-033 White Rose Subdivision Letter of Credit Reduction Report

No. 2022-443

Moved By Councillor Dobreen
Seconded By Deputy Mayor Milne

Be it resolved that Council receive staff report CAO2022-033 as information; and

That Council approve the White Rose Park Phase I & II Residential Development project for the Preliminary Acceptance of the Phase III & IV Internal Works; and

That Council approve the White Rose Park Phase I & II Residential Development project Letter of Credit security reduction based on the Preliminary Acceptance of the Phase III & IV External Works to reduce the Letter of Credit requirement to \$200,000.00 being required by the Township of Southgate.

Carried

**10.5.2 CAO2022-034 White rose Phase III
Development Project Site Alteration Agreement
Approval Report**

No. 2022-444

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive staff report CAO2022-034 as information; and

That Council approve the White Rose Phase III Development Project Site Alteration Agreement dated July 6, 2022; and

That Council consider approving the White Rose Phase III Residential Development Site Alteration Agreement dated July 6, 2022, by Municipal By-law 2022-091.

Carried

**10.5.3 CAO2022-035 Southgate Development Policy
D-14 Approval Report**

No. 2022-445

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive staff report CAO2022-035 as information; and

That Council approve the Southgate Residential Development Securities & Maintenance Policy D-14 as presented; and

That Council consider approving the Southgate Residential Development Securities & Maintenance Policy D-14 by municipal By-law 2022-092 at the July 6th, 2022, Council meeting.

Carried

10.5.4 By-law 2022-092 - Adopt Residential Development Subdivision Security Maintenance Policy

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-446

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that by-law number 2022-092 being a by-law to adopt a Residential Development Subdivision Security Maintenance Policy 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)

10.5.5 CAO2022-037 - Southgate LAS Electricity Program and 2023 Hedge Report

No. 2022-447

Moved By Councillor Sherson
Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CAO2022-037 as information; and

That Council approve the Township of Southgate continue with a AMO LAS Electricity Procurement Program purchase of electricity for 2023 Hedge Level of 65% (65 percent) for 2023.

Carried

10.5.6 CA02022-036 Southgate Meadows Inc. Flato East Phase 7 8 10 Subdivision Agreement Report

No. 2022-448

Moved By Councillor Frew
Seconded By Deputy Mayor Milne

Be it resolved that Council receive staff report CAO2022-036 as information; and

That Council approve the Flato Dundalk Meadows Inc. East Phase 7, 8 & 10 Subdivision Agreement as presented; and

That Council approve the project securities requirement for the Flato Development Inc. residential projects in Dundalk and calculated based on 80% of the total securities required as per Southgate Development Policy D-14, being justified by their development history not requiring security draw by the Township, plus based on the number of development projects they have in progress, the amount invested in their project servicing works that is already installed and/or in the warranty/final acceptance approval process; and

That Council consider approval of the final Flato Dundalk Meadows Inc., Flato East Phase 7, 8 & 10 Subdivision Agreement by municipal By-law 2022-090 at the July 6, 2022 Council meeting.

Carried

**10.5.7 By-law 2022-090 - Flato East Phase 7, 8 and 10
Subdivision Agreement Approval**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-449

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that by-law number 2022-090 being a by-law to authorize a subdivision agreement with Flato Dundalk Meadows 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)

Deputy Mayor Milne moved the following motion.

No. 2022-450

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that Council amend the agenda to include the consideration of By-law 2022-091 - White Rose Phase III Site Alteration Agreement at the July 6, 2022, Council meeting following Planner Clinton Stredwicks reports.

Carried

10.6 HR Coordinator Kayla Best

10.6.1 HR2022-030 Library Staffing Updates

No. 2022-451

Moved By Councillor Sherson
Seconded By Councillor Frew

Be it resolved that Council receive Staff Report HR2022-030 for information; and

That Council approve the updates made to the Job Description for Part Time Library Assistant.

Carried

10.6.2 HR2022-033 Market Check

No. 2022-452

Moved By Councillor Dobreen
Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report HR2022-033 for information; and

That Council direct staff proceed internally with a Council compensation review; and

That Council direct staff to discuss hiring a consultant for a staff Market Check during 2023 budget discussions.

Carried

10.7 Planner Clinton Stredwick

10.7.1 PL2022-049-C3-23 Jerry Jack

No. 2022-453

Moved By Councillor Shipston
Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2022-049 for information; and

That Council direct staff to bring forward a by-law without a holding symbol but still requiring a development agreement to be implemented for the paved apron.

Carried

Councillor Dobreen moved the following motion.

No. 2022-454

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council waive the Procedural By-law to allow Kory Chisholm of MHBC Planning Consultants to speak to Staff Report PL2022-048 - C1-22-Flato East Phases 7,8 and 10 Removal of Holding Symbol.

Carried

**10.7.2 PL2022-48-C1-22-Flato Phases 7,8 & 10
removal of H**

No. 2022-455

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2022-048 for information; and

That Council Consider Approval of By-law 2022-094.

Carried

Mayor Woodbury left the meeting at 12:14 PM.

Deputy Mayor Milne assumed the Chair.

**10.7.3 By-law 2022-094 - Holding By-law Lift Holding
on Phase 7, 8 and 10**

Deputy Mayor Milne requested a recorded vote on the main motion.

No. 2022-456

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that by-law number 2022-094 being a by-law to lift Holding (H) Provision from Zoning By-law 19-2002 as amended 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): Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Mayor Woodbury

Carried (6 to 0)

10.7.4 PL2022-047-Retail Cannabis Report

No. 2022-457

Moved By Councillor Shipston

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2022-032 for information; and

That Council provide direction to staff to amend the zoning by-law prior to Council reconsidering permitting retail cannabis stores to open.

Carried

10.7.5 PL2022-053-Flato Phases 7, 8 & 10 Clearance Letter

No. 2022-458

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2022-053 for information; and

That Council direct staff to forward the clearance letter onto the Grey County Director of Planning.

Carried

Mayor Woodbury returned to the meeting at 12:27 PM and assumed the Chair.

Council recessed at 12:30 and returned at 1:00 PM.
Councillor Frew did not return to the meeting.

10.7.6 By-law 2022-091 - White Rose Phase III Site Alteration Agreement

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-459

Moved By Councillor Shipston
Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2022-091 being a by-law to authorize the signing of a site alteration agreement between

2570970 Ontario Inc. and 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 of the Corporation and entered into the by-law book.

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

Absent (1): Councillor Frew

Carried (6 to 0)

11. By-laws and Motions

11.1 By-law 2022-097 - Road Widening By-law - B8-21, B9-21 and B10-21 - Sharon and Timothy Roberts

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-460

Moved By Councillor Dobreen
Seconded By Councillor Shipston

Be it resolved that by-law 2022-097 being a bylaw to establish a highway in the Former Township of Egremont 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 Sherson, Councillor Rice, and Councillor Shipston

Absent (1): Councillor Frew

Carried (6 to 0)

11.2 By-law 2022-099 - Adopt Electronic Participation Policy No. 86

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-461

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2022-099 being a by-law to adopt an "Electronic Participation Policy" known as Policy Number 86 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 Sherson, Councillor Rice, and Councillor Shipston

Absent (1): Councillor Frew

Carried (6 to 0)

12. Notice of Motion

None.

13. Consent Items

13.1 Regular Business (for information)

No. 2022-462

Moved By Councillor Shipston
Seconded By Deputy Mayor Milne

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

Carried

13.1.1 HR2022-029 - Waste Staffing Updates

13.1.2 HR2022-031 - Building Staffing Updates

13.1.3 HR2022-032 - CAO Recruitment Update

13.1.4 Librarian CEO Report - June 23, 2022

13.2 Correspondence (for information)

No. 2022-463

Moved By Councillor Sherson
Seconded By Councillor Dobrean

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

Carried

13.2.1 TOARC - 2021 Annual Report

13.2.2 Ministry of Health - Expiration of Class Order for Masking - received June 8, 2022

13.2.3 IESO Engagement Correspondence - Discussion Session for Municipalities in July - received June 20, 2022

13.2.4 GRCA - General Meeting Summary - received June 24, 2022

13.2.5 GRCA - Inventory of Programs and Services Update - received June 24, 2022

13.2.6 GRCA - Progress Report 1 Ontario Regulation 687-21 received June 24, 2022

13.2.7 OACAO - Letter of Agreement Seniors Health Fair Grant Funding - received June 27, 2022

13.2.8 SEGCHC 2021 Annual Report

13.2.9 SEGCHC - General Meeting Agenda and Minutes - received June 27, 2022

13.3 Resolutions of other Municipalities (for information)

No. 2022-464

Moved By Councillor Rice

Seconded By Councillor Shipston

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

Carried

13.3.1 Municipality of Shuniah - Letter of Support for City of Brantford (Former Mohawk Institute Residential School) - received June 30, 2022

13.4 Closed Session (for information)

No. 2022-465

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council approve the items on the Closed Session consent agenda dated July 6, 2022, and direct staff to proceed with all necessary administrative actions.

Carried

13.4.1 EDO2022-013C - Grant Agreement

13.4.2 HR2022-034 - Staffing Update

14. County Report

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

Deputy Mayor Milne commented that it was the first meeting with new County Clerk Tara Warder and that she did a tremendous job.

15. Members Privilege - Good News & Celebrations

Councillor Sherson reminded members about the Dundalk Automotive Swap Meet that is back for an in-person event this year. The event is being held this coming weekend at the Fairgrounds in Dundalk.

Deputy Mayor Milne also noted that the Holstein Agro Expo is being held on July 15, 16 and 17th. He added that he looks forward to seeing crowds at that event as well.

Councillor Dobreen congratulated the JunCtian Community Initiative's group for hosting a successful Canada Day even this past Saturday in Dundalk.

Councillor Dobreen asked for a status update about the request for prequalification that was discussed at Council earlier this year. Staff anticipates that it will be brought forward at the August 3rd Council meeting.

16. Closed Meeting

None.

17. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-466

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that by-law number 2022-100 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 July 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 (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Shipston

Absent (1): Councillor Frew

Carried (6 to 0)

18. Adjournment

No. 2022-467

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 1:20 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green