



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

August 3, 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  
Derek Malynyk, Fire Chief  
Terri Murphy, Economic Development Officer  
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 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. 2022-494

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** Council confirm the agenda as amended to include an updated By-law 2022-106 - Reserve Lifting - Flato Phase 7, 8 and 10.

**Carried**

### **6. Declaration of Pecuniary Interest**

Deputy Mayor Milne declared a conflict of interest to item 9.6.1 - Staff Report CAO2022-038 - Randharr Investments Inc. Wilder Lake Phase 1 Residential Development Draft Subdivision Agreement as the developer is a family member and did not participate in the discussion or voting of the item.

### **7. Delegations & Presentations**

#### **7.1 Township of Wellington North - New Pool Concept**

No. 2022-495

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive the Township of Wellington North new pool concept as information.

**Carried**

## **7.2 Jammin' for Juniors - Brenda Stewart**

The Jammin' for Juniors delegation was postponed for a later date.

## **8. Adoption of Minutes**

No. 2022-496

**Moved By** Councillor Frew

**Seconded By** Councillor Sherson

**Be it resolved that** Council approve the minutes from the July 6, 2022 Council meeting as presented; and

**That** Council approve the minutes from the July 11, 2022, July 19, 2022 and July 25, 2022 Special Council and Closed Session meetings as presented; and

**That** Council approved the minutes from the July 26, 2022 Special Council meeting as presented.

**Carried**

## **9. Reports of Municipal Officers**

### **9.1 Fire Chief Derek Malynyk**

#### **9.1.1 FIRE2022-016 - Amendments to the Fire Department Establish and Regulate By-law 2019-053**

No. 2022-497

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report FIRE2022-016 for information; and

**That** Council approve By-law 2022-111 being a by-law to amend the Fire Department E and R By-law no. 2019-053

**Carried**

**9.1.2 By-law 2022-111 - Amending By-law 2022-053 - Fire Department E and R By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-498

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2022-111 being a by-law to amend by-law no. 2019-053, being a by-law to establish and regulate a Fire Department 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)**

**9.2 Chief Building Official Bev Fisher**

**9.2.1 CBO2022-008 Noise By-Law No. 2021-132 Exception Request**

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CBO2022-008 for information; and

**That** Council approve a Noise By-law Exemption request for Saturday September 3<sup>rd</sup>, 2022 from 11 pm to 11:59 pm located at 240245 Southgate Road 24; and

**That** Council deny the noise exemption request for Sunday September 4<sup>th</sup>, 2022.

Councillor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2022-499

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council amend the motion to allow the noise exemption to be granted for the weekend of September 3 and 4, 2022 until 2:00 a.m. Sunday morning and until midnight on the Sunday night.

**Carried**

**Motion as Amended:**

No. 2022-500

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CBO2022-008 for information; and

**That** the noise exemption be granted for the weekend of September 3 and 4, 2022 until 2:00 a.m. Sunday morning and until midnight on the Sunday night.

**Carried**

### **9.3 Treasurer William Gott**

#### **9.3.1 FIN2022-021 Fees and Charges**

No. 2022-501

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council received Staff Report FIN2022-021 Fees and Charges as information; and

**That** Council consider By-law 2022-103, being a by-law to

establish fees and charges for certain services provided by the Township of Southgate for approval.

**Carried**

### **9.3.2 By-law 2022-103 - Adopt Fees and Charges**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-502

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-103 being a by-law to establish fees and charges for certain services provided by 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)**

## **9.4 Clerk Lindsey Green**

### **9.4.1 CL2022-024 – Ruth Hargrave Memorial Library Board Member Appointment**

No. 2022-503

**Moved By** Councillor Frew

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CL2022-024 for information; and

**That** Council appoint Tracey Gonneau to the Ruth Hargrave Memorial Library Board for the remainder of the term, ending 2022.

**Carried**

**9.4.2 CL2022-025 – Southgate Community Foundation  
Management Committee Terms of Reference  
Amendments Approval**

No. 2022-504

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CL2022-025 for information; and

**That** Council approve of the amendments to the Southgate Community Foundation Management Committee Terms of Reference document as presented.

**Carried**

**9.5 Public Works Manager Jim Ellis**

**9.5.1 PW2022-041 Public Works Release of Quote and  
Tender**

No. 2022-505

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PW2022-041 for information; and

**That** Council approve the release of the Public Works RFQ for Hydrovac Excavation / Flusher Truck and CCTV Camera Investigation Services, and the RFT for AVL / Telematics System.

**Carried**

**9.5.2 PW2022-040 Dundalk Water Elevated Water Tower  
Tender Award Report**

No. 2022-506

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report PW2022-040 for information; and

**That** Council approve the tender recommendation award of the Dundalk Elevated Water Tower to Landmark Structures Co. in the amount of \$6,225,174.00 plus HST; and

**That** Council approve financing through the Infrastructure Ontario program for a 20-year term.

**Carried**

#### **9.5.3 PW2022-042 Holstein Dam Works**

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PW2022-042 for information; and

**That** Council provide feedback on an option to further explore for the long-term future of the Holstein Dam and pond.

Councillor Sherson moved the following amendment to the main motion.

**Amendment:**

No. 2022-507

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** Council amend the second clause to state: "**That** Council direct staff to obtain a Dam Safety Report to assess the structural integrity of the Dam and continue to explore options to remedy the situation and report back to Council with findings."

**Carried**



**Motion as Amended:**

No. 2022-508

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PW2022-042 for information; and

**That** Council direct staff to obtain a Dam Safety Report to assess the structural integrity of the Dam and continue to explore options to remedy the situation and report back to Council with findings.

**Carried**

Council recessed at 10:53 AM and returned at 11:00 AM.

**9.6 Chief Administrative Officer Dave Milliner**

**9.6.1 CAO2022-038 Randharr Investments Inc Wilder Lake Phase 1 Residential Development Draft Subdivision Agreement Report**

Deputy Mayor Milne declared a conflict of interest to item 9.6.1 - Staff Report CAO2022-038 - Randharr Investments Inc. Wilder Lake Phase 1 Residential Development Draft Subdivision Agreement as the developer is a family member and did not participate in the discussion or voting of the item.

No. 2022-509

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** Council receive staff report CAO2022-038 as information; and

**That** Council receive the Randharr Investments Inc. Phase 1 Draft Subdivision Agreement for the Wilder Lake Residential Development as presented; and

**That** Council consider approval of the final Randharr Investments Inc. Phase 1 Subdivision Agreement for the

Wilder Lake Residential Development by municipal By-law 2022-113 at the August 18, 2022 Council meeting.

**Carried**

**9.6.2 CAO2022-039 Southgate GTR Transit Funding Report 2023**

No. 2022-510

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CAO2022-039 as information; and

**That** Council approve the allocation for the Southgate portion of the Grey Transit Route (GTR) service funding shortfall and direct staff to address these transit costs in the 2023 budget.

**Carried**

**9.6.3 CAO2022-041 2022 Southgate Council Lane Duck Report**

No. 2022-511

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report CAO2022-041 as information; and

**That** Council provide feedback to staff on the possible decisions related to the Southgate Council Lane Duck period.

**Carried**

**9.6.4 CAO2022-042 Southgate Affordable Attainable  
Housing Advisory Committee terms of Reference  
Update Report**

No. 2022-512

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report  
CAO2022-042 as information; and

**That** Council approve the updates to the Southgate  
Affordable-Attainable Housing Advisory Committee's Terms  
of Reference document as presented.

**Carried**

**9.7 HR Coordinator Kayla Best**

**9.7.1 HR2022-036 - Council Renumeration**

No. 2022-513

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

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

**That** Council direct staff to revise Policy #21 Council  
Member Compensation, Expenses and Meeting Claims,  
Guidance and Approval Policy with the direction of using  
option 1 in this report.

**Carried**

Councillor Dobreen moved the following motion.

No. 2022-514

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

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

**Carried**

## **9.8 Planner Clinton Stredwick**

### **9.8.1 PL2022-050-C33-21 Calder-Gingrich**

No. 2022-515

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PL2022-050 for information; and

**That** Council consider approval of By-law 2022-096.

**Carried**

### **9.8.2 By-law 2022-096 - ZBA C33-21 Calder - Gingrich**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-516

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-096 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)**

### **9.8.3 PL2022-051-C30-21 Rundle**

No. 2022-517

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report PL2022-051 for information; and

**That** Council consider approval of By-law 2022-108.

**Carried**

### **9.8.4 By-law 2022-108 - ZBA C30-21 Rundle**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-518

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2022-108 being a bylaw to amend by-law 19-2002 entitled the "Township of Southgate Zoning By-law" be read a first, second or 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)**

### **9.8.5 PL2022-52 - Rundle OPA2-21 and ZBA31-21**

No. 2022-519

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2022-052 for information; and

**That** Council direct staff to work with the applicant to address the issues outlined in this report prior to bringing it back for consideration.

**Carried**

#### **9.8.6 PL2022-057-C5-22 J-fab Manufacturing Inc.**

No. 2022-520

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report PL2022-057 for information; and

**That** Council consider approval of By-law 2022-109.

**Carried**

#### **9.8.7 By-law 2022-109 - ZBA C5-22 - J Fab Manufacturing Inc**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-521

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2022-109 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. By-laws and Motions**

**10.1 By-law 2022-106 - Reserve Lifting - Flato Phase 7, 8 and 10**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-522

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-106 being a by-law to establish and lay out a highway within 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)**

Councillor Frew left the meeting at 12:01 PM and did not return.

**11. Notice of Motion**

None.

**12. Consent Items**

**12.1 Regular Business (for information)**

No. 2022-523

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated August 3, 2022 and direct staff to proceed with all necessary administrative actions.

**Carried**

**12.1.1 CA02022-040 Dundalk Fire Department Update Report**

**12.1.2 CA02022-043 White Rose Haul Route Complaint Letter Report**

**12.1.3 CA02022-044 Southgate's 2022 AMO Municipal Delegation Requests Report**

**12.1.4 FIRE2022-015 - Second Quarter Report**

**12.1.5 FIN2022-020 Financial Report – June 2022**

**12.1.6 HR2022-037 - CAO Recruitment Update**

**12.1.7 HR2022-038 PW Staffing Updates**

**12.1.8 PW2022-043 Department Report**

**12.1.9 Librarian CEO Report - July 21, 2022**

**12.1.10 Councillor Frew - OAPSB Annual Conference Evaluation - received July 5, 2022**

**12.2 Correspondence (for information)**

No. 2022-524

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated August 3, 2022 as information.

**Carried**

**12.2.1 SMART Board Meeting Minutes - May 27 2022 - received July 3, 2022**

**12.2.2 AGCO Correspondence - Update to Municipalities on Recent Changes and Permissible Activities - received July 6, 2022**



- 12.2.3 SVCA Correspondence - Press Release re Enforcement - received July 6, 2022**
- 12.2.4 SMART Correspondence - Manager Announcement - received July 8, 2022**
- 12.2.5 Crime Stoppers of Grey Bruce Coordinator Report - April to June 2022-Q2 - received July 12, 2022**
- 12.2.6 Emergency Management Ontario Correspondence - EMO Update- received July 13, 2022**
- 12.2.7 GRCA Correspondence - Members Attendance - as at June 24 2022 - received July 14, 2022**
- 12.2.8 SVCA Meeting Minutes - May 19, 2022 - received July 22, 2022**
- 12.2.9 Grey Bruce Public Health - Expanded Vaccine Eligibility-Received July 28, 2022**

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

No. 2022-525

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated August 3, 2022 as information.

**Carried**

- 12.3.1 Municipality of Meaford - Letter of Support to Grey County re AMO Delegation to MMAH - received June 30, 2022**
- 12.3.2 Municipality of Tweed - OWDCP Livestock Support Letter - Received July 4, 2022**

- 12.3.3 Township of West Lincoln - Ministers of Infrastructure re Funding Support - received July 4, 2022**
- 12.3.4 Township of West Lincoln - Letter to Premier re Bill 109 - received July 4, 2022**
- 12.3.5 Frontenac County - Letter to The Honourable Doug Ford, Premier re Community Schools Alliance - received July 4, 2022**
- 12.3.6 Hasting County Resolution - Expanding Amber Alert - received July 5, 2022**
- 12.3.7 City of Owen Sound - Removal of Municipal Councillors Under Prescribed Circumstances - Received July 6, 2022**
- 12.3.8 City of Mississauga - Draven Alert - Received July 8, 2022**
- 12.3.9 Municipality of Grey Highlands - Voter's List Information for Candidates - Received July 12, 2022**
- 12.3.10 Township of Perry - Kiera's Law - Received July 12, 2022**
- 12.3.11 Bonfield Township - Draven Alert - received July 13, 2022**
- 12.3.12 Municipality of Shuniah - Letter of Support for Amber Draven Alert - received July 13, 2022**
- 12.3.13 Township of Mulmur - Resolution re Climate Emergency - received July 13, 2022**
- 12.3.14 Township of Ryerson - Resolution re Extend Amber Alert - received July 13, 2022**
- 12.3.15 Township of North Dumfries - Ontario Must Build it Right the First Time - Received July 15, 2022**
- 12.3.16 Town of South Bruce Peninsula- Physician Shortage in Ontario - Received July 22 2022**

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

None.

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

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

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

Councillor Dobreen mentioned that the Youth Action Committee is hosting another International Youth Day event on August 12 and 13th at Memorial Park in Dundalk. There will be several games and activities for all to enjoy and she encouraged members to share the event news.

Councillor Dobreen requested an update on the delegation to the Township of Melancthon regarding the annexation of some of their lands east of Highway 10 in Dundalk. Deputy Mayor Milne and CAO Milliner explained that Melancthon Council was receptive to the idea and recognized that the development would be beneficial, but they did have some questions and reservations which was understandable. Melancthon Council directed their staff to continue working with Southgate and the Developer to see how this may progress.

Deputy Mayor Milne reminded members and residents of the Seniors Fair event being organized by the Southgate Seniors Advisory Committee on September 21st at the Dundalk Arena. He noted that the Committee held an extremely successful fair in the past in Holstein and is looking forward to another successful event.

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

No. 2022-526

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council proceed into Closed Session at 12:13 PM in order to address matters related to Litigation or Potential Litigation (*Municipal Act, Sec. 239(2)(e)*) (Subject: Residential Property Legal Update and Court Decision to Southgate on Awarding Township Costs); and

**That** Chief Building Official Bev Fisher, Public Works Manager Jim Ellis, Clerk Lindsey Green and Chief Administrative Officer Dave Milliner remain in attendance.

**Carried**

Council recessed at 12:14 PM and returned at 12:18 PM.

No. 2022-527

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** Council come out of Closed Session at 12:33 PM.

**Carried**

Council recessed at 12:33 PM and returned at 12:35 PM.

**15.1 Litigation or Potential Litigation (Municipal Act, Sec. 239(2)(e)) (Subject: Residential Property Legal Update and Court Decision to Southgate on Awarding Township Costs)**

**16. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-528

**Moved By** Councillor Sherson

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-107 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 3, 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)**

**17. Adjournment**

No. 2022-529

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 12:36 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green