



## **Township of Southgate**

### **Minutes of Council Meeting**

December 21, 2022  
6:00 PM  
Holstein Council Chambers

Members Present: Mayor Brian Milne  
Deputy Mayor Barbara Dobreen  
Councillor Jason Rice  
Councillor Jim Ferguson  
Councillor Martin Shipston  
Councillor Joan John  
Councillor Monica Singh Soares

Staff Present: Dave Milliner, Chief Administrative Officer  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
William Gott, Treasurer  
Terri Murphy, Economic Development Officer  
Clinton Stredwick, Planner  
Kayla Best, HR Coordinator  
Holly Malynyk, Legislative Assistant

#### **1. Call to Order**

Mayor Milne called the meeting to order at 6:00 PM.

#### **2. 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.

**3. Open Forum - Register in Advance**

Janice Kaikkonen, Bluewater District School Board Trustee, spoke at open forum related to parking at the Proton Community School in Dundalk.

**4. Confirmation of Agenda**

No. 2022-822

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council confirm the agenda as amended.

**Carried**

**5. Declaration of Pecuniary Interest**

Mayor Milne declared a conflict of interest to item 8.3.1 - Staff Report CAO2022-080 - Egremont Optimists-Southgate Building Maintenance and Municipal Use Amending Agreement as he is a member of the Egremont Optimist Club and did not participate in the discussion or voting of the item.

**6. Delegations & Presentations**

**6.1 TC Energy - Clean Energy Storage Project Presentation**

No. 2022-823

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive the TC Energy - Clean Energy Storage Project presentation for information.

**Carried**

**7. Adoption of Minutes**

No. 2022-824

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council approve the minutes from the December 7, 2022 Council and Closed Session meetings as presented; and  
**That** Council approve the minutes from the December 14, 2022 Special Council and Closed Session meetings as presented.

**Carried**

## **8. Reports of Municipal Officers**

### **8.1 Treasurer William Gott**

#### **8.1.1 FIN2022-040 - Fees and Charges**

No. 2022-825

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Shipston

**Be it resolved that** Council received Staff Report FIN2022-021 Fees and Charges as information; and  
**That** Council consider By-law 2022-180, being a by-law to establish fees and charges for certain services provided by the Township of Southgate for approval.

**Carried**

#### **8.1.2 By-law 2022-180 - Adopt Fees and Charges**

No. 2022-826

**Moved By** Councillor Rice

**Seconded By** Councillor John

**Be it resolved** that by-law number 2022-180 being a by-law to establish fees and changes for certain services provided 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.

**Carried**

## **8.2 Public Works Manager Jim Ellis**

### **8.2.1 PW2022-058 2022 DWQMS Management Review Meeting Minutes**

No. 2022-827

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PW2022-058 for information; and

**That** Council acknowledges the receipt of the 2022 Drinking Water Quality Management Standard Annual Management Review Meeting Minutes.

**Carried**

## **8.3 Chief Administrative Officer Dave Milliner**

### **8.3.1 CAO2022-080 Egremont Optimists-Southgate Township Building Maintenance and Municipal Use Amendment Agreement**

Mayor Milne declared a conflict of interest to item 8.3.1 - Staff Report CAO2022-080 - Egremont Optimists-Southgate Building Maintenance and Municipal Use Amending Agreement as he is a member of the Egremont Optimist Club and did not participate in the discussion or voting of the item.

Mayor Milne relinquished the Chair. Deputy Mayor Dobreen assumed the Chair.

No. 2022-828

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved** that Council receive staff report CAO2022-080 as information; and

**That** Council approve the draft Egremont Optimists-Southgate Township Building Maintenance and Municipal Use Amending Agreement as presented to provide winter

sanding only property maintenance; and

**That** Council consider approval of the Egremont Optimists-Southgate Township Building Maintenance and Municipal Use Amending Agreement by by-law at a future Council meeting.

**Carried**

Mayor Milne assumed the Chair.

### **8.3.2 CAO2022-081 - Building Vacancy By-law Report**

No. 2022-829

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report CAO2022-081 as information; and

**That** Council provide direction to staff as a next step to finish a draft Vacant Building By-law for Council approval and by-law consideration at a future Council meeting.

**Carried**

### **8.3.3 CAO2022-082 Southgate 2019-2023 Community Action Plan - 2022 Annual Report and CAP Recommendations for 2023**

No. 2022-830

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report CAO2022-082 as information and;

**That** Council approve the 2022 Community Action Plan (CAP) Annual Report as a reporting out to the community on the progress made last year and the 2022 CAP recommendations to advance projects and/or achieve plan progress over the next 12 months.

**Carried**

### **8.3.4 CAO2022-083 South Grey Housing Corporation Working Group Appointment Report**

**Moved By** Councillor John

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive staff report CAO2022-083 as information; and

**That** Council appoint 2 Council members to the South Grey Housing Corporation Working Group to confirm the Terms of Reference document, to establish the framework of the Working Group and the partner strategy to create the South Grey Housing Corporation.

Councillor Ferguson moved the following amendment to the main motion.

**Amendment:**

No. 2022-831

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council amend the second clause of the motion to appoint Councillor Shipston and Councillor John to the South Grey Housing Corporation Working Group.

**Carried**

**Motion as Amended:**

No. 2022-832

**Moved By** Councillor John

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive staff report CAO2022-083 as information; and

**That** Council appoint Councillor Shipston and Councillor John to the South Grey Housing Corporation Working Group to confirm the Terms of Reference document, to establish the framework of the Working Group and the

partner strategy to create the South Grey Housing Corporation.

**Carried**

#### **8.3.5 CAO2022-084 ROMA Conference Delegation Request**

No. 2022-833

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive staff report CAO2022-086 as information; and

**That** Council provide staff direction on if we should proceed with a Solicitor General delegation to discuss Policing & the Court's lack of Enforcement of Charges with punitive penalties at the ROMA Conference on Monday January 23<sup>rd</sup>, 2023 @ 10:40 am.

**Carried**

#### **8.3.6 CAO2022-085 Job Evaluation Committee Recommendations**

No. 2022-834

**Moved By** Councillor Singh Soares

**Seconded By** Councillor John

**Be it resolved that** Council receive staff report CAO2022-085 for information; and

**That** Council approve the transition of the Human Resources (HR) Coordinator & Assistant to CAO position to a Human Resources (HR) Manager & Assistant to CAO position with updated job description effective January 1, 2023; and

**That** Council approve the Human Resources (HR) Manager & Assistant to CAO position placement into Pay Band 8 of the Southgate Pay Grid system.

**Carried**

**8.3.7 CAO2022-086 Future Housing Development,  
Planning and Climate Change**

No. 2022-835

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Singh Soares

**Be it resolved** that Council receive staff report CAO2022-086 as information.

**Carried**

Council recessed at 7:23 PM and returned at 7:32 PM.

**8.4 HR Coordinator Kayla Best**

**8.4.1 HR2022-059 Job Evaluation Committee  
Recommendations**

No. 2022-836

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** Council receive staff report HR2022-059 for information; and

**That** Council approve the transition of the Asset Coordinator & Financial Analyst position to an Asset Manager & Deputy Treasurer position with updated job description effective January 1, 2023; and

**That** Council approve the Asset Manager & Deputy Treasurer position placement into Pay Band 9 of the Southgate Pay Grid system; and

**That** Council approve the transition of the Facilities Manager position to a Recreation Manager position with the new job description effective January 1, 2023; and

**That** Council approve the placement of the Recreation Manager into Pay Band 7 of the Southgate Pay Grid system; and

**That** Council approve the Junior Planner job description;



and

**That** Council approve the placement of the Junior Planner into Pay Band 9 of the Southgate Pay Grid system; and

**That** Council approve the transition of the Facilities Operator & Programming position to a Recreation Programming Coordinator position with the new job description effective January 1, 2023; and

**That** Council approve the placement of the Programming Coordinator position into Pay Band 10 of the Southgate Pay Grid system; and

**That** Council approve the Building Administrative Support job description; and

**That** Council approve the placement of the Building Administrative Support position into Pay Band 13 of the Southgate Pay Grid

**Carried**

#### **8.4.2 HR2022-060 - Personnel Policy Updates**

No. 2022-837

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive Staff Report HR2022-060 for information; and

**That** Council approve updates to Personnel Policy #1 as presented; and

**That** Council approve Personnel Policy #1 by Municipal by-law 2022-179.

**Carried**

#### **8.4.3 By-law 2022-179 - Adopt Policy No. 1 - Personnel Policy**

No. 2022-838

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2022-179 being a By-law to adopt a "Personnel Policy" known as Policy Number 1 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.

**Carried**

## **8.5 Planner Clinton Stredwick**

### **8.5.1 PL2022-082-C13-22 and OPA2-22 Hopeville Precast**

No. 2022-839

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2022-083 for information; and

**That** Council consider adoption of the OPA by by-law 2022-175; and

**That** Council consider approval of the zoning application by By-law 2022-174.

**Carried**

### **8.5.2 By-law 2022-175 OPA2-22 Hopeville Precast**

No. 2022-840

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2022-175 being a by-law to adopt Amendment No. 2 to the Township of Southgate Official Plan 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.

**Carried**

### **8.5.3 By-law 2022-174 ZBA C13-22 Hopeville Precast**

No. 2022-841

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-174 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.

**Carried**

### **8.5.4 PL2022-083 C10-22 Jesse and Elizabeth Martin**

No. 2022-842

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive Staff Report PL2022-083 for information; and

**That** Council consider approval of By-law 2022-176.

**Carried**

### **8.5.5 By-law 2022-176 ZBA C10-22 Jesse and Elizabeth Martin**

No. 2022-843

**Moved By** Councillor Rice

**Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2022-176 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.

**Carried**

**8.5.6 PL2022-084- Proposal to Declare Surplus Lands**

No. 2022-844

**Moved By** Councillor Shipston

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive Staff Report PL2022-084 for information; and

**That** Council declare the lands identified as Plan 852 BLK 58 & 59 as surplus; and

**That** Council directs the Clerk to perform all necessary actions to prepare the lands for sale.

**Carried**

**8.5.7 PL2022-085-SP15-22-Elizabeth and Jesse Martin**

No. 2022-845

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2022-085 for information; and

**That** Council consider approval of By-law 2022-177 authorizing the entering into a Site Plan Agreement.

**Carried**

**8.5.8 By-law 2022-177 SP15-22 Jesse and Elizabeth Martin Site Plan Agreement**

No. 2022-846

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2022-177 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.

**Carried**

## **8.6 Economic Development Officer Terri Murphy**

### **8.6.1 EDO2022-017-South Grey Chamber of Commerce MOU**

No. 2022-847

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report EDO2022-017 for information; and

**That** Council direct staff to draft a Letter of Support for the Geographic area of the Township of Southgate to be amalgamated with the South Grey Chamber of Commerce to be signed by the Mayor; and

**That** Council direct staff to draft a Memorandum of Understanding between the Township of Southgate and the South Grey Chamber of Commerce and seek Council approval; and

**That** Council approve the 2023 MOU funding in the amount of \$10,000 being divided between the Solar Fund Reserve in the amount of \$5,000 and the Eco Park Fund Reserve in the amount of \$5,000.

**Carried**

## **9. By-laws and Motions**

None.

## **10. Notice of Motion**

### **10.1 Councillor Singh Soares - ROMA Board of Directors**

No. 2022-848

**Moved By** Councillor Shipston  
**Seconded By** Councillor John

**Be it resolved that** Council waive Procedural By-law Section 23.2 to allow for a Notice of Motion to be placed on the agenda without proper notice in accordance with the Procedural By-law.

**Carried**

No. 2022-849

**Moved By** Councillor Singh Soares  
**Seconded By** Councillor John

**Be it resolved that** the Council of the Corporation of the Township of Southgate hereby endorses Councillor Monica Singh Soares for the position of ROMA Zone Representative - Zone 2, for the 2023-2027 ROMA Board of Directors.

**Failed**

## **11. Consent Items**

### **11.1 Regular Business (for information)**

No. 2022-850

**Moved By** Councillor Rice  
**Seconded By** Councillor Ferguson

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated December 21, 2022 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 CL2022-031 – Post Election and Accessibility Report**

**11.1.2 FIN2022-039 Impact of Bill 23 and Indexing on Development Charges**

**11.1.3 PW2022-056 DWQMS External Audit 2022**

**11.1.4 PW2022-057 Department Report**

**11.1.5 Building, By-law and Canine Report November 2022**

**11.2 Correspondence (for information)**

No. 2022-851

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated December 21, 2022 as information.

**Carried**

**11.2.1 Ontario Community Infrastructure Fund - Revised Allocation Notice**

**11.2.2 County of Grey - Housing for All - November 4, 2022**

**11.2.3 Rick Byers Media Release - Access to High-Speed Internet Service in Grey and Bruce - received December 9, 2022**

**11.2.4 Correspondence received from resident Mir Saif re Parking at Dundalk & Proton Elementary School**

**11.2.5 MPAC - Assessment Change Summary Township of Southgate**

**11.2.6 MMAH - Greenbelt Amendments and Revocation of the Central Pickering Development Plan - received December 16, 2022**

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

No. 2022-852

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated December 21, 2022 as information.

**Carried**

**11.3.1 Town of Orangeville - Bill 23 - received  
November 30, 2022**

**11.3.2 Municipality of Magnetawan - Bill 23 - received  
December 8, 2022\_Redacted**

**11.4 Closed Session (for information)**

None.

**12. County Report**

Deputy Mayor Dobreen reviewed highlights from the most recent County Council meeting.

**13. Members Privilege - Good News & Celebrations**

Deputy Mayor Dobreen wished staff and the public a Merry Christmas and all the best in 2023. Council members echoed her thoughts.

**14. Closed Meeting**

No. 2022-853

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council proceed into Closed Session at 8:35 PM in order to address matters related to Litigation or Potential Litigation (Municipal Act, Sec. 239(2)(e)) (Subject: Court Decision to Southgate on Awarding Township Costs - verbal update); and

**That** HR Coordinator Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dave Milliner remain as required.

**Carried**

Council recessed at 8:35 PM and returned at 8:41 PM.



No. 2022-854

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council come out of Closed Session at 8:50 PM.

**Carried**

Council recessed at 8:50 PM and returned at 8:51 PM.

**14.1 Litigation or Potential Litigation (Municipal Act, Sec. 239(2)(e)) (Subject: Court Decision to Southgate on Awarding Township Costs - verbal update)**

**15. Confirming By-law**

No. 2022-855

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2022-181 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 December 21, 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.

**Carried**

**16. Adjournment**

No. 2022-856

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council adjourn the meeting at 8:51 PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green