



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

April 5, 2023  
9:00 AM  
Holstein Council Chambers

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

Members Absent: Councillor Martin Shipston

Staff Present: Chief Administrative Officer Dina Lundy  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
Derek Malynyk, Fire Chief  
Clinton Stredwick, Planner  
Kayla Best, HR Manager  
Elisha Milne, Legislative Assistant  
Holly Malynyk, Legislative Assistant

**1. Call to Order**

Mayor Milne called the meeting to order at 9:02AM.

**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**

Resident Amanda Coutts, Chair of the Highpoint and Dundalk and Proton Community School Council, spoke at Open Forum regarding the parking and pick up and drop off concerns at both school locations and provided comments for the potential changes and recommendations to Young and Hagan streets.

**4. Confirmation of Agenda**

No. 2023-135

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**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 9.1 By-law 2023-032 Wilder Lake Subdivision Street Naming By-law as the developer is a family member did not participate in the discussion or voting of the item.

**6. Delegations & Presentations**

None.

**7. Adoption of Minutes**

No. 2023-136

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council approve the minutes from the March 15, 2023 Council and Closed Session meetings as presented.

**Carried**

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

### **8.1 Public Works Manager Jim Ellis**

#### **8.1.1 PW2023-008 Young Street and Hagan Street Parking Recommendations**

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PW2023-008 for information; and

**That** Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

Deputy Mayor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2023-137

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council amend the second clause to state: "**That** Council direct staff to remove the bike lanes on Young Street, allowing on street parking to be re-established and establish Hagan Street East from the Rail Trail to Young Street as a one-way to allow for immediate relief of parking concerns at Dundalk and Proton Community School and return to Council with an amendment to the Parking By-law for approval."

**Carried**

**Main Motion as Amended:**

No. 2023-138

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PW2023-008 for information; and

**That** Council direct staff to remove the bike lanes on Young Street, allowing on street parking to be re-established and establish Hagen Street East from the Rail Trail to Young Street as a one-way to allow for immediate relief of parking concerns at Dundalk and Proton Community School and return to Council with an amendment to the Parking By-law for approval.

**Carried**

### **8.1.2 PW2023-011 Holstein Dam Sluiceway Rehabilitation Approval**

No. 2023-139

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive Staff Report PW2023-011 for information; and

**That** Council approve the Holstein Dam Sluiceway Rehabilitation project to authorize B. M. Ross Engineering and Associates Limited to complete final design and initiate tendering process for works to be completed in 2023; and

**That** Council approve the Holstein Dam sluiceway rehabilitation project of \$275,000.00; and

**That** Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

**Carried**

### **8.1.3 PW2023-013 Public Works Tender Award Recommendations**

**Moved By** Councillor John

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive Staff Report PW2023-013 for information; and

**That** Council award the 2023 Crushing Loading and Hauling 16mm Granular Material to Donegan’s Haulage in the estimated amount of \$494,510.00 plus HST; and

**That** Council proceed with the purchase order approval from Joe Johnson Equipment for the 2024 International HV 607 chassis with automated Labrie body for a total price of \$485,801.00 plus HS; and

**That** Council approves funding this purchase through the addition of \$192,186.64 plus HST to the 2024 Capital Budget for the collection truck chassis cost, and \$293,614.36 plus HST to the 2025 Capital Budget for the Labrie body cost.

Councillor Ferguson moved the following amendment to the main motion.

**Amendment:**

No. 2023-140

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council amend the motion to remove the third and fourth clauses and refer the approval of the collection truck chassis back to staff to bring forward further options for Council consideration at a future meeting.

**Carried**

**Main Motion as Amended:**

No. 2023-141

**Moved By** Councillor John

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive Staff Report PW2023-013 for information; and

**That** Council award the 2023 Crushing Loading and Hauling 16mm Granular Material to Donegan’s Haulage in the estimated amount of \$494,510.00 plus HST; and

**That** Council refer the approval of the collection truck chassis back to staff to bring forward further options for Council consideration at a future meeting.

**Carried**

#### **8.1.4 PW2023-014 Department Report**

No. 2023-142

**Moved By** Councillor Rice

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PW2023-014 for information; and

**That** that Council approve the Hwy 10 farmland rental for the 2023 crop season to Pinebrook Farms Inc. for the total amount payment of \$22,950.00; and

**That** Council approve allocation of the revenue from the farmland rental towards the purchase of required land for the entrance to EcoPark Phase 2 development from Hwy 10.

**Carried**

### **8.2 Fire Chief Derek Malynyk**

#### **8.2.1 FIRE2023-004-False Alarm Fee**

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report FIRE2023-004 for information; and

**That** Council direct staff to bring forward an amendment to the Fees and Charges By-law No. 2022-180 Schedule B to include the approved MTO Rate at a future meeting of Council to allow for a fee to be charged when the Fire Department attends more than three false alarm calls at the same property within one calendar year.

Deputy Mayor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2023-143

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council amend the motion to allow for a warning letter to be sent from the Chief Fire Official after the second false alarm, and for the false alarm fee to be charged on the third offence.

**Carried**

**Main Motion as Amended:**

No. 2023-144

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report FIRE2023-004 for information; and

**That** Council direct staff to bring forward an amendment to the Fees and Charges By-law No. 2022-180 Schedule B to include the approved MTO Rate at a future meeting of Council to allow for a fee to be charged when the Fire Department attends more than two false alarm calls at the same property within one calendar year following a warning letter sent by the Chief Fire Official after the second false alarm call.

**Carried**

### **8.3 Chief Administrative Officer Dina Lundy**

#### **8.3.1 CAO2023-005 Natural Heritage Review Options**

No. 2023-145

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report CAO2023-005 for information; and

**That** Council concur with the recommendation as determined by Grey County to hire a planning ecologist to support municipal application review funded by an increase to county planning application fees and other sources as established by Grey County.

**Carried**

#### **8.4 HR Manager Kayla Best**

##### **8.4.1 HR2023-005 Office Improvements**

No. 2023-146

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive staff report HR2023-005 for information; and

**That** Council approve closing the township office for two to three days in order to complete the improvements.

**Carried**

##### **8.4.2 HR2023-006 Firefighter Pay Grid Update**

No. 2023-147

**Moved By** Councillor John

**Seconded By** Councillor Rice

**Be it resolved that** Council receive staff report HR2023-006 for information; and

**That** Council approve the updated Firefighter Pay Grid, effective January 1, 2023.

**Carried**



## **8.5 Planner Clinton Stredwick**

### **8.5.1 PL2023-017 Flato Glenelg Part Lot Control By-law**

No. 2023-148

**Moved By** Councillor John

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive Staff Report PL2023-017 for information; and

**That** Council consider approval of By-law 2023-033.

**Carried**

### **8.5.2 By-law 2023-033 - Part Lot Control By-law Glenelg Block 128**

No. 2023-149

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2023-033 being a by-law to remove certain lands from Part Lot Control 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**

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

### **9.1 By-law 2023-032 - Wilder Lake Subdivision Street Naming By-law**

Mayor Milne declared a conflict of interest to item 9.1 By-law 2023-032 Wilder Lake Subdivision Street Naming By-law as the developer is a family member did not participate in the discussion or voting of the by-law.

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

No. 2023-150

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2023-032 being a by-law to name a new road located within the Wilder Lake Subdivision 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**

Mayor Milne assumed the Chair.

## **10. Notice of Motion**

### **10.1 Councillor Singh Soares - NOM - Equity, Diversity and Inclusion Committee**

No. 2023-151

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council direct staff to bring back a report regarding the development of an Equity, Diversity and Inclusion (EDI) Committee of Council and draft Terms of Reference with a mandate to provide guidance in equity, diversity, and inclusion initiatives within the Township of Southgate via implementation in the upcoming Community Action Plan (CAP).

Yay (3): Mayor Milne, Councillor Rice, and Councillor Singh Soares

Nay (3): Deputy Mayor Dobreen, Councillor Ferguson, and Councillor John

Absent (1): Councillor Shipston

**Motion Failed (3 to 3)**

Deputy Mayor Dobreen moved the following motion (2/3 vote required)

No. 2023-152

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council waive procedure by-law section 23.3 to allow for a notice of motion, without proper notice.

**Carried**

Deputy Mayor Dobreen moved the following motion.

No. 2023-153

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council direct staff to bring a report to Council that outlines the work currently being done, both locally, at the County and legislated through other levels of Government regarding Diversity, Equity and Inclusion; and

**That** staff provide recommendations on how Southgate might support or enhance that work and best incorporate the DEI lens when rolling out Policy, programs, services and the Community Action Plan.

**Carried**

## **11. Consent Items**

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

No. 2023-154

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated April 5, 2023 and direct staff to proceed with all necessary administrative actions.

Carried

**11.1.1 FIN2023-009 2022 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses**

**11.1.2 PW2023-012 Dundalk Drinking Water Adverse Sodium Notification**

**11.1.3 PW2023-015 Egremont Landfill Site Status Report 2021/2022**

**11.1.4 PW2023-016 Dundalk Transfer Station and Closed Landfill Site Biennial Operations and Monitoring Report 2021/2022**

**11.1.5 2023-02-14 Community Fund Management Committee Meeting Minutes**

**11.2 Correspondence (for information)**

No. 2023-155

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated April 5, 2023 save and except item 11.2.6 as information.

Carried

**11.2.1 MMAH Correspondence - Southgate 2023 Annual Repayment Limit - Received March 13, 2023**

**11.2.2 SVCA - Approved February 16, 2023 Meeting Minutes - received March 17, 2023**

**11.2.3 GRCA Correspondence - Update re O.Reg. 596-22 - received March 21, 2023**

**11.2.4 GRCA Correspondence - Submission of Grand River CA Progress Report 4 and Inventory of**

**Programs & Services - O.Reg 687\_21 - received  
March 24, 2023**

**11.2.5 Minister for Seniors and Accessibility - 2023  
SOTY Call for Nominations - received March 28, 2023**

**11.2.6 AORS Correspondence - Letter to Heads of  
Council re Enbridge Gas proposed fee - received  
March 29, 2023**

No. 2023-156

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**BE IT RESOLVED** that the AORS correspondence regarding the Enbridge Gas proposed locate fee be received for information; and

**WHEREAS**, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required; and

**WHEREAS**, third-party contractors include Ontario municipalities; and

**WHEREAS**, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities; and

**WHEREAS**, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened; and

**WHEREAS**, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates; and

**THEREFORE IT BE RESOLVED**, that the Council of the Township of Southgate strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities; and

**THAT**, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves; and

**THAT**, this resolution be forwarded to Minister of Public

and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, MPP Rick Byer, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario; and further  
**THAT** Council supports staff participating in an AORS survey to investigate the true costs of this proposed fee, as time permits.

**Carried**

**11.2.7 SMART Board Minutes Feb 24 2023 - received March 29, 2023**

**11.2.8 SVCA Correspondence - 2022 Audited Financial Statements - received March 29, 2023**

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

No. 2023-157

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated April 5, 2023 as information.

**Carried**

**11.3.1 Town of Carleton - Resolution Declaring Intimate Partner Violence and Violence Against Women an Epidemic - received March 10, 2023**

**11.3.2 Town of Petrolia - Future Accuracy of the Permanent Register of Electors - received March 15, 2023**

**11.3.3 Town of Petrolia - Call to the Provincial Government to End Homelessness in Ontario - received March 15, 2023**

- 11.3.4 City of Cambridge - Barrier for Women in Politics - received March 15, 2023**
- 11.3.5 Lake of Bays - Municipal Oath of Office - received March 17, 2023**
- 11.3.6 Municipality of Calvin - English Public School Boards - received March 17, 2023**
- 11.3.7 Township of Melancthon - Upper Grand Watershed Committee - Discontinuation of Participation**
- 11.3.8 Greater Napanee - Support to Chatham-Kent reducing Municipal Insurance Costs- received March 20, 2023**
- 11.3.9 Municipality of West Grey - Resolution of Support Arran-Elderslie - Tile Drainage - received March 23, 2023**
- 11.3.10 Municipality of Wawa - Resolution of Support - Insurance Rates - received March 27, 2023**

**11.4 Closed Session (for information)**

None.

**12. County Report**

Deputy Mayor Dobreen provided an update to members from the last County Council meeting. More information can be found [here](#).

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

Deputy Mayor Dobreen mentioned that the Holstein Maple Fest is being held at Love's Sugar Bush in Holstein on Saturday April 8 and Sunday April 9, 2023, more information can be found [here](#).

**14. Closed Meeting**

No. 2023-158

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Council proceed into closed session at 11:05AM in order to address matters relating to Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: HR matter), a Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board (Sec 239 (2)(c)) (Subject: Surplus lands opinion of value), a Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board (Sec. 239(2)(c)) (Subject: Purchase and sale agreement negotiations); and

**That** HR Manager Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dina Lundy remain in attendance, as required.

**Carried**

Council recessed at 11:05AM and returned at 11:08AM.

Deputy Mayor Dobreen moved the following motion.

No. 2023-160

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

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

**Carried**

No. 2023-161

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council come out of Closed Session at 12:01PM.

**Carried**

Council recessed at 12:01PM and returned at 12:02PM.

**14.1 Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: HR matter)**



No. 2023-162

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive Staff Report CAO2023-CL03 for information; and

**That** Council direct the CAO to remove the Junior Planner position from the 2023 budget and add a Manager of Planning and Development at Band 5 on the Township pay grid.

**Carried**

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

### **15.1 By-law 2023-035 - Amending Agreement - By-law 2022-083 - Purchase and Sale Agreement - Flato Green Inc. - Eco Park Phase II**

No. 2023-163

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2023-035 being a by-law to enact an amending agreement to amend By-law No. 2022-083, being a by-law to authorize a purchase and sale agreement between Flato Greens Inc., being a subsidiary of Flato Developments 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.

**Carried**

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

No. 2023-164

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2023-034 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 5, 2023 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**

**17. Adjournment**

No. 2023-165

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council adjourn the meeting at 12:03PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green