



**Township of Southgate  
Council Meeting Agenda**

**April 3, 2024**

**9:00 AM**

**Holstein Council Chambers**

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**Pages**

**1. Call to Order**

**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**

If you wish to speak at Open Forum please register in advance of the meeting by email to [clerks@southgate.ca](mailto:clerks@southgate.ca)

**4. Confirmation of Agenda**

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

**5. Declaration of Pecuniary Interest**

**6. Delegations & Presentations**

**6.1 Principles Integrity - Annual Report Presentation**

**10 - 15**

**Be it resolved that Council receive the Principles Integrity Annual Report presentation for information.**

**7. Adoption of Minutes**

**16 - 32**

**Be it resolved that Council approve the minutes from the March 20, 2024 Council and Closed Session meetings as presented.**

## 8. Reports of Municipal Officers

### 8.1 Clerk Lindsey Green

- 8.1.1 **CL2024-007- Land Purchase Request – Declare Surplus – Unopened Road Allowance between Lot 17 and Lot 18, Concession 14, Proton** 33 - 35

**Be it resolved that** Council receive Staff Report CL2024-007 for information; and

**That** Council declare the section of unopened road allowance between Lot 17 and Lot 18, Concession 14, Geographic Township of Proton, as surplus to the needs of the Township; and

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

- 8.1.2 **CL2024-008 – Declare Surplus Property – Part 1, Part of Lot 236, Concession 2, SWTSR, Geographic Township of Proton, Plan 16R-12026 - Eco Park Way** 36 - 38

**Be it resolved that** Council receive Staff Report CL2024-008 for information; and

**That** Council declare the lands identified as Part 1, Part of Lot 236, Concession 2, SWTSR, Geographic Township of Proton, Plan 16R-12026 as surplus to the needs of the Township; and

**That** Council directs the Clerk to perform all necessary administrative actions to prepare the lands for sale and issue a Request for Proposals with a minimum bid of \$200,000.00 per acre.

**Be it resolved that** Council receive Staff Report CL2024-009 for information; and

**That** Council accepts the Petition for Drainage Works under Section 4 of the *Drainage Act*, signed by Marlin and Rita Martin and Joseph M and Adina Bauman, owners in partner of Lots 7 and 8, Concession 12, Geographic Township of Proton and Brendan McDonald, owner of Lot 7, Concession 13, Geographic Township of Proton; and

**That** Council directs the Clerk to notify the petitioners and the Saugeen Valley Conservation Authority of its decision to proceed as required by Section 5 of the *Drainage Act*; and

**That** Council appoint Tom Pridham, P. Eng., of R.J. Burnside & Associates Ltd. as the Engineer to make an examination of the area requiring drainage in the received drainage petition and to provide a report to Council in accordance with Section 8 of the *Drainage Act*, for consideration at a future meeting of Council.

**8.1.4 CL2024-010-Grey Bruce Detachment Joint Police Services Board – Final Implementation Report**

44 - 55

**Be it resolved that** Council receive Staff Report CL2024-010 for information; and

**That** Council supports appointment of the following members to the 4 Community Appointee positions on the Grey Bruce Detachment Joint Board:

1. Michelle Reynolds, Township of Georgian Bluffs
2. Karl Ellis, Township of Southgate
3. Gerry Solursh, Township of Northern Bruce Peninsula
4. Nicole Martin, Municipality of Grey Highlands;  
and

**That** Council consider by-law 2024-031 to confirm the appointment on Karl Ellis on the Grey Bruce Detachment Joint Board at the April 17, 2024 Council Meeting; and

**That** Council supports the Township of Georgian Bluffs to provide administrative support to the board; and

**That** Council supports the Township of Georgian Bluffs to on-board a part-time shared staff resource, with costs to be shared evenly amongst the nine participating detachment parties; and

**That** staff be directed to circulate the Joint Board's 2025 Operating Budget to all participating bodies prior to commencement of 2025 Budget deliberations.

**8.1.5 CL2024-011 – Holstein Agro Expo and Rodeo Event Support Request**

56 - 57

**Be it resolved that** Council receive Staff Report CL2024-011 for information; and

**That** Council supports the Holstein Agro Expo and Rodeo Annual Event being held on June 29<sup>th</sup>, 30<sup>th</sup> and July 1<sup>st</sup>, 2024, at 143336 Southgate Road 14, Holstein, Ontario; and

**That** Council deem the Holstein Agro Expo and Rodeo as a municipally significant event and supports the Holstein Agro Expo and Rodeo committee in obtaining a Special Occasions Permit through the Alcohol and Gaming Commission of Ontario.

- 8.1.6      **CL2024-012 – Purchase and Sale Agreement – Part 1,  
Part of Block 40, Plan 16M-5 – Uncle Tom Crescent**      58

**Be it resolved that** Council receive Staff Report CL2024-012 for information; and

**That** Council consider approval of By-law 2024-035 to enter into a purchase and sale agreement with Gregory and Margot Ford for lands identified as Part of Block 40, Plan 16M5, being Part 1, 16R-11941, Township of Southgate, Part of PIN 37288-0023.

- 8.1.7      **By-law 2024-035 - Purchase and Sale Agreement -  
Gregory and Margot Ford**      59 - 66

**Be it resolved that** by-law number 2024-035 being a by-law to authorize a purchase and sale agreement between Gregory and Margot Ford 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.

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

- 8.2.1      **PW2024-015 Dundalk 2024 Reserve Capacity**      67 - 76

**Be it resolved that** Council receive Staff Report PW2024-015 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 2024 calculations.

## 8.3      **Planning Department**

**8.3.1 PL2024-024 - SP19-23 Greenlid Site Plan Amending Agreement 77 - 80**

**Be it resolved that** Council receive Staff Report PL2024-024 for information; and

**That** Council consider By-law 2024-032 to authorize entering to an amending site plan agreement with 2137569 Ontario Inc. Greenlid & C.C. Plastic Products; and

**That Council consider By-law 2024-033 to authorize** entering into a final capacity allocation agreement with 2137569 Ontario Inc. Greenlid & C.C. Plastic Products, for lands at 101 Eco Parkway, Lots 235-236, Concession 2 SWTSR geographic Township of Proton.

**8.3.2 By-law 2024-032 - SP19-23 2137569 Ontario Inc. - Greenlid - Site Plan Amending Agreement 81 - 87**

**Be it resolved that** by-law number 2024-032 being a by-law to authorize the execution of a Site Plan Control Amending 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.

**8.3.3 By-law 2024-033 - SP19-23 2137569 Ontario Inc. - Greenlid - Final Capacity Allocation Agreement 88 - 91**

**Be it resolved that** by-law number 2024-033 being a by-law to authorize an agreement between 2134569 Ontario 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.

**9. By-laws and Motions**

None.

**10. Notice of Motion**

None.

**11. Consent Items**

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

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated April 3, 2024 (save and except items \_\_\_\_\_) and direct staff to proceed with all necessary administrative actions.

<b>11.1.1</b>	<b>Librarian CEO Report - March 21, 2024</b>	<b>92</b>
<b>11.1.2</b>	<b>Deputy Mayor Dobreen - Politicians Meeting Report</b>	<b>93</b>
<b>11.1.3</b>	<b>2024-01-16 Police Services Board Meeting Minutes</b>	<b>94 - 97</b>
<b>11.1.4</b>	<b>2024-02-28 Committee of Adjustment Meeting Minutes</b>	<b>98 - 104</b>
<b>11.1.5</b>	<b>2024-02-28 Public Planning Meeting Minutes</b>	<b>105 - 111</b>

### **11.2 Correspondence (for information)**

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated April 3, 2024 (save and except items \_\_\_\_\_) as information.

<b>11.2.1</b>	<b>GRCA - March 22, 2024 General Meeting Summary - received March 22, 2024</b>	<b>112</b>
<b>11.2.2</b>	<b>SVCA - Launch of Publicly Accessibly Water Data - received March 18, 2024</b>	<b>113</b>
<b>11.2.3</b>	<b>GBPH Media Release - Solar Eclipse - received March 26, 2024</b>	<b>114 - 115</b>
<b>11.2.4</b>	<b>MNRF - Response to SG Resolution 2024-049 - Conservation Authority Review Fee Freeze - received March 27, 2024</b>	<b>116</b>

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

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated April 3, 2024 (save and except items \_\_\_\_\_) as information.

<b>11.3.1</b>	<b>Municipality of Wawa - Guaranteed Livable Income - received March 19, 2024</b>	<b>117</b>
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11.3.2	Municipality of Wawa - Urgent Need to Increase Funding to Libraries and Museums - received March 19, 2024	118
11.3.3	Township of Adelaide Metcalfe - Tile Drain Loan Amount - received March 25, 2024	119 - 120
11.3.4	Township of Alnwick Haldimand - Municipalities Retaining Surplus Proceeds from Tax Sales - received March 27, 2024	121 - 122
11.3.5	Prince Edward County - Call to Action to Meet Deadline of an Accessible Ontario by 2025 - received March 28, 2024	123 - 124

#### 11.4 Closed Session (for information)

None.

#### 12. County Report

<https://www.grey.ca/council>

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

#### 14. Closed Meeting

**Be it resolved that** Council proceed into closed session at [TIME] to discuss matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board (Sec 239(2)(c))(Subject: Property Sale Update); and  
**That** all those required remain in attendance.

**Be it resolved that** Council proceed out of Closed Session at [TIME].

##### 14.1 A Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board (Sec 239(2)(c))(Subject: Property Sale Update)

#### 15. Confirming By-law 125

**Be it resolved that** by-law number 2024-034 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 3, 2024 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.

**16. Adjournment**

**Be it resolved that Council adjourn the meeting at [TIME].**

February 1, 2024

Integrity Commissioner's Annual Report  
Township of Southgate

Principles *Integrity* is pleased to submit this annual report, covering the period from May 1, 2022, the date of our last annual report, and January 31, 2024.

The purpose of an Integrity Commissioner's annual report is to provide the public with the opportunity to understand the ethical well-being of the Township's elected and appointed officials through the lens of our activities.

About Us:

Principles *Integrity* is a partnership focused on accountability and governance matters for municipalities. Principles *Integrity* currently serves as Integrity Commissioner (and as Lobbyist Registrar/Closed Meeting Investigator/Municipal Ombudsman for some clients) in approximately 60+ Ontario municipalities and other public bodies.

The Role of Integrity Commissioner, Generally:

An Integrity Commissioner's statutory role is to carry out, in an independent manner, the following functions:

- Advice on ethical policy development
- Education on matters relating to ethical behaviour
- Providing on request, advice and opinions to Council, members of Council and members of Local Boards
- Providing a mechanism to receive inquiries (often referred to as 'complaints') which allege a breach of ethical responsibilities
- Resolving complaints informally, where appropriate, and
- Investigating, reporting and making recommendations to Council on those complaints that cannot be resolved informally, while being guided by Council's codes, policies and protocols.

This might contrast with the popular yet incorrect view that the role of the Integrity Commissioner is primarily to hold elected officials to account; to investigate alleged transgressions and to recommend 'punishment'. The better view is that Integrity Commissioners serve as an independent resource, coach, and guide, focused on enhancing the municipality's ethical culture.

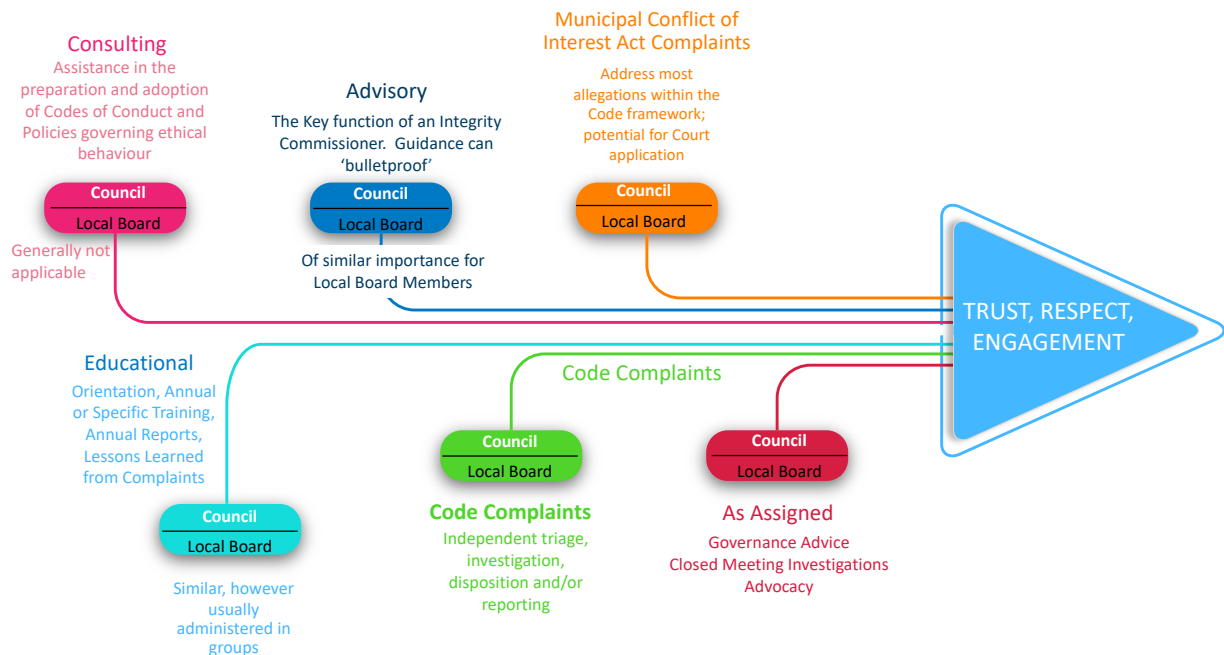
The operating philosophy of Principles *Integrity* recites this perspective. We believe there is one overarching objective for a municipality in appointing an Integrity Commissioner, and that is to raise the public's perception that its elected and appointed officials conduct themselves with integrity:

## Principles *Integrity*

*The perception that a community's elected representatives are operating with integrity is the glue which sustains local democracy. We live in a time when citizens are skeptical of their elected representatives at all levels. The overarching objective in appointing an Integrity Commissioner is to ensure the existence of robust and effective policies, procedures, and mechanisms that enhance the citizen's perception that their Council (and local boards) meet established ethical standards and where they do not, there exists a review mechanism that serves the public interest.*

The practical effect of achieving this objective is an increase in trust, respect and engagement in municipal affairs.

In carrying out our broad functions, the role falls into two principal areas. 'Municipal Act' functions, focused on codes of conduct and other policies relating to ethical behaviour, and 'MCIA' or *Municipal Conflict of Interest Act* functions. From an activity perspective, an Integrity Commissioner's role can be depicted this way:



The emphasis of Principles *Integrity* is to help municipalities enhance their ethical foundations and reputations through the drafting of effective codes of conduct and other policies governing ethical behaviour, to provide meaningful education related to such policies, and to provide pragmatic binding advice to Members seeking clarification on ethical issues. As noted in the graphic, we believe that the support we give to Members of Council increases the public's perception of them, which in turn leads to greater trust, respect and engagement.

Because the development of policy and the provision of education and advice is not in every case a full solution, the broad role of the Integrity Commissioner includes the function of

seeking and facilitating resolutions when allegations of ethical transgressions are made, and, where it is appropriate and in the public interest to do so, conducting and reporting on formal investigations. This in our view is best seen as a residual and not primary role.

### Confidentiality:

Much of the work of an Integrity Commissioner is done under a cloak of confidentiality. While in most cases secrecy is required by statute, the promise of confidentiality also encourages full disclosure by the people who engage with us. We maintain the discretion to release confidential information when it is necessary to do so for the purposes of a public report, but those disclosures would be limited and rare.

### Township of Southgate's Activity:

During the period covered by this report, we have been engaged in a moderate level of activity as Integrity Commissioner for the Township which subdivides roughly into three categories:

#### 1. Policy Development and Education

During the period covered by this report, one education and training session – an 'Ethics and Integrity Refresher' – was held with Members of Council and senior staff. There has not been the opportunity for us to be engaged in any policy development.

#### 2. Advice

The advice function of the Integrity Commissioner is available to all Members of Council and where applicable their staff and Members of local boards on matters relating to the code of conduct, the *Municipal Conflict of Interest Act* and any other matter touching upon the ethical conduct of Members. Advice provided by the Integrity Commissioner is confidential and independent, and where all the relevant facts are disclosed, is binding upon the Integrity Commissioner.

Our advice is typically provided in a short Advice Memorandum which confirms all relevant facts and provides with clarity our analysis and a recommended course of action.

During the period covered by this report, we responded to 7 such requests for advice.

#### 3. Complaint Investigation and Resolution

Our approach to reviewing complaints starts with a determination as to whether an inquiry to us is within our jurisdiction, is beyond a trifling matter, is not either frivolous or vexatious, and importantly, whether in its totality it is in the public interest to pursue. We always look to the possibility of informal resolution in favour of formal investigation and reporting. Once a formal investigation is commenced, the opportunity to seek informal resolution is not abandoned.

Where we are able to resolve a matter without concluding a formal investigation, our practice is to provide a written explanation in the form of a Disposition Letter to the complainant to close the matter. Often the respondent Member is involved in preliminary

fact-finding and will also be provided with a summary of the disposition.

Where formal investigations commence, they are conducted under the tenets of procedural fairness and Members are confidentially provided with the name of the Complainant when that information is necessary to enable them to respond to the allegations raised.

During the period covered by this report, 6 complaints have been received, all of which were concluded by disposition letter.

### Ethical Themes Around the Province:

With due regard to our obligation to maintain confidentiality, this annual report enables us to identify learning opportunities from advice requests and investigations conducted in a variety of municipalities.

#### Disclosure of confidential information from closed meeting sessions

There have been some examples where elected or appointed officials fail to recognize the serious implications of disclosing confidential information, particularly information learned of through attendance in closed session.

A Member's obligation to maintain confidentiality is clear. They may not unilaterally decide to share confidential information, even if they believe the information should be publicly disclosed. This extends to releasing information even to their own legal counsel to obtain a 'second opinion'.

We treat this breach of ethical responsibility as breach of a cardinal rule, and if an allegation in this regard is proved to be true, it tends to attract a recommended sanction at the upper end of the prescribed range. Left unchecked, confidentiality a breach undermines not only Council's interests on the matter subject to the breach, but destroys the trust required of elected officials, and the staff that support them, to ensure that all relevant, and sensitive, information required to support the deliberation on a matter is freely supplied.

#### Non-disparagement

One area of prominence continues to be the failure of some Members of Council to adhere to rules against disparagement. Members of Council are entitled, and indeed expected to disagree on all manner of issues. However, one of the cornerstones to democracy must be the recognition that different opinions and perspectives are to be respected, and disagreement should not devolve into disrespect, disparagement and name-calling.

Disrespectful interactions and/treatment of others can fall along a continuum which may manifest as occasional incivility and micro-aggressions, but when unchecked can culminate in bullying and harassment. Members of Council should be mindful to treat each other, staff and the public with appropriate respect and professionalism at all times.

Some Members of Council hold a view was that they are entitled to their freely express

their opinion, even if that includes disparagement of others, and so long as they share it via personal email, and not on the municipal server, they are not constrained by any rules around decorum. This is incorrect. Members are bound by the Code provisions of respectful and non-disparaging communication, whether sharing views on their own email, social media, or elsewhere.

Participation in social media discussions lends its own opportunity for attracting Code of Conduct complaints alleging disparagement. Members should be mindful that comments can be used or amplified in ways that bring municipal integrity into disrepute. It is important that Members be careful, accurate, and non-disparaging even as they attempt to offer what they see as a fair critique of municipal policy and actions. Municipal policy is advanced through the deliberations of Council and so wherever possible the focus should be on facilitating a discussion ‘in the Chamber’, and not in internet channels, so the general public, staff, and Council colleagues, can participate in the mechanisms through which a variety of important interests can be balanced and distilled into Council decisions made through democratic process.

Regardless of the medium, regardless of the intended audience, and regardless of motive, we have observed several instances where Members of Council in municipalities around the province have been found to have breached ethical standards by saying or recording things they have come to regret. Recognizing and avoiding conflicts of interest

Recognizing and appropriately avoiding conflicts of interest when they arise is the topic of most advice requests we receive. As confirmed by the Collingwood Judicial Inquiry (November 2020) there can be a complex array of circumstances that can give rise to conflicts of interest, including those that though not covered by the *Municipal Conflict of Interest Act*, are nevertheless covered by the common law

In any event, obtaining clear and reliable advice from the Integrity Commissioner can help avoid costly and time-consuming investigations if there is any uncertainty about the application of the Rule.

### Staying in your lane

One area of concern that continues to arise relates to members of Council overstepping their role, attempting to ‘take the reins’ to fix a constituent’s problem, or directing staff how to do their job. Members of Council serve an important role in putting constituents in touch with appropriate staff, and leading them to established processes, but it is important to strike the correct balance between guiding constituents and becoming their advocate.

It continues to be the case that elected officials attempt to inject themselves in quasi-judicial matters such as by-law enforcement, or with respect to insurance claims. While it is important for Council to retain an oversight role, and have the ability to monitor how its by-laws and programs affect the community, file-level interference by individual elected officials must be avoided.

In municipalities subject to ‘stronger mayor powers<sup>1</sup>’ the question arises as to whether a mayor with those powers can give direction to staff beyond the specific circumstances mentioned in the Act (essentially to carry out ‘Mayoral Decisions’ authorized by the Act, or to direct that staff conduct research and provide advice).

For non-‘stronger mayors’ and for stronger mayors exceeding their jurisdiction, inappropriate interference arises because of a misinterpretation of the *Municipal Act* provision which identifies the role of the Head of Council as ‘Chief Executive Officer’. This provision has led to confusion and, occasionally, overreach by Heads of Council in erroneously perceiving a role leading the municipality’s administration. Elected officials – even Heads of Council – have no role in the day-to-day administration of municipal government unless specifically authorized by statute.

Failing to recognize this, stepping outside of their proper role as elected officials to ‘take the reins’ of administration, undermines staff and can be perceived as interfering with management. This overstepping of the proper role by Members, even Mayors, must be recognized as inappropriate under the Code of Conduct and the Council-Staff Relations Policy, both mandated under the *Municipal Act*.

As always, obtaining clear and reliable advice can help avoid a costly and time-consuming investigation.

### Conclusion:

We look forward to continuing to work with Members of Council to ensure a strong ethical framework. We embrace the opportunity to elevate Members’ familiarity with their obligations under the Code and to respond to emerging issues. As always, we welcome Members’ questions and look forward to continuing to serve as your Integrity Commissioner.

It has been a privilege to assist you in your work by providing advice about the Code of Conduct and in resolving complaints. We recognize that public service is not easy and the ethical issues that arise can be challenging. The public rightly demands the highest standard from those who serve them, and we congratulate Council for its aspirational objective to strive to meet that standard.

Finally, we wish to thank the Chief Administrative Officer and Clerk for their professionalism and assistance where required. Although an Integrity Commissioner is not part of the administrative hierarchy, the work of our office depends on the facilitation of access to information and policy in order to carry out the mandate. This was done willingly and efficiently by the staff of the municipality.

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<sup>1</sup> The recent amendments to the *Municipal Act* which provide designated mayors to make unilateral decisions with respect to municipal organization and prescribed provincial interests is neither indicative of non-designated mayors being ‘weak’, nor representative of the extensive powers American ‘strong mayors’ have, particularly in light of the role partisan politics plays in electing administrators there.



## **Township of Southgate**

### **Minutes of Council Meeting**

March 20, 2024  
1:00 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: Dina Lundy, Chief Administrative Officer  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
Taylor McMann, Treasurer  
Bev Fisher, Chief Building Official  
Aakash Desai, Deputy Treasurer  
Brenna Carroll, Economic Development Officer  
Victoria Mance, Jr Planner  
Holly Malynyk, Legislative and Records Coordinator

Others: Bill White, Triton Engineering Planning Consultant

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

Mayor Milne called the meeting to order at 1:00PM.

#### **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**

No members of the public spoke at open forum.

**4. Confirmation of Agenda**

No. 2024-129

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

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

**Carried**

**5. Declaration of Pecuniary Interest**

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

**6. Delegations & Presentations**

None.

**7. Adoption of Minutes**

No. 2024-130

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council approve the minutes from the March 6, 2024 Regular Council meeting as presented; and

**That** Council approve the minutes from the March 6, 2024 Special Council meeting as presented.

**Carried**

**8. Reports of Municipal Officers**

**8.1 Planning Department**

**8.1.1 PL2024-015 – ZBA C22-22 Peter and Rebecca O'Donnell**

No. 2024-131

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PL2024-015 for information; and

**That** Council consider By-law 2024-025 to rezone six lots from Agricultural-2 to Residential Type 5 as proposed in ZBA file C22-22 Peter and Rebecca O'Donnell on lands located in Cedarville on Feairs Drive; and

**That** Council determine that no further notice be given pursuant to Section 34(17) of the Planning Act RSO 1990 of the intent to pass a rezoning bylaw.

**Carried**

**8.1.2 By-law 2024-025 - ZBA C22-22 Peter and Rebecca O'Donnell (Feairs Drive)**

No. 2024-132

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2024-025 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**

**8.1.3 PL2024-016 - ZBA C1-24 Ted Acheson**

No. 2024-133

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2024-016 for information, and

**That** Council consider approving a zoning bylaw amendment to permit a minimum lot area of 12 meters for the proposed retained lot located at 752618 Southgate Sideroad 75 to implement a condition of Consent File B1-22.

**Carried**

#### **8.1.4 By-law 2024-026 - ZBA C1-24 Ted Acheson**

No. 2024-134

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2024-026 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**

#### **8.1.5 PL2024-017 - ZBA C2-24 J-FAB MFG Inc**

Mayor Milne called for a recorded vote on the main motion.

No. 2024-135

**Moved By** Councillor Rice

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PL2024-017 for information; and

**That** Council consider By-law 2024-027 to approve a minimum lot area of 18.5 hectares for the severed and retained lots to implement conditions of consent file B8-23 at the corner of Southgate Road 8 and County Road 8; and

**That** Council also consider By-law 2024-027 for proposed

On Farm Diversified Use at 311343 Grey Road 8 at a size in compliance with the Rural Designation for parcels under 20 hectares in size.

Yay (4): Mayor Milne, Councillor Rice, Councillor Ferguson, and Councillor Singh Soares

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

**Carried (4 to 3)**

#### **8.1.6 By-law 2024-027 - ZBA C2-24 J-Fab MFG Inc**

Mayor Milne called for a recorded vote on the main motion.

No. 2024-136

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2024-027 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 (4): Mayor Milne, Councillor Rice, Councillor Ferguson, and Councillor Singh Soares

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

**Carried (4 to 3)**

#### **8.1.7 PL2024-018 – ZBA C17-23 1000124408 Ontario Inc. - 191 Hagan Street West**

Mayor Milne called for a recorded vote on the main motion.

No. 2024-137

**Moved By** Councillor Shipston  
**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PL2024-018 for file C17/23 1000124408 Ontario Inc. - 191 Hagan Street West, and any new correspondence and information from the applicant as information; and

**That** Council consider By-law 2024-028 to permit four semi-detached dwelling units on the subject lands with the west half of the lot fronting on Gold Street being placed in a holding zone until an agreement is executed with the Township to provide for water, sanitary sewer, storm water drainage and roadway services to the two semi-detached dwelling units fronting on Gold Street; and

**That** having conducted a public meeting and issued notices of deferral to participating persons and agencies pursuant to Section 34(17) of the Planning Act Council determine that no further notice of Council's consideration of the proposed zoning amendment is required.

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

Nay (3): Councillor Rice, Councillor John, and Councillor Singh Soares

**Carried (4 to 3)**

#### **8.1.8 By-law 2024-028 - ZBA C17-23 1000124408 Ontario Inc.**

Deputy Mayor Dobreen called for a recorded vote on the main motion.

No. 2024-138

**Moved By** Deputy Mayor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2024-028 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 (4): Mayor Milne, Deputy Mayor Dobreen, Councillor Ferguson, and Councillor Shipston

Nay (3): Councillor Rice, Councillor John, and Councillor Singh Soares

**Carried (4 to 3)**

## **8.2 Economic Development Officer Brenna Carroll**

### **8.2.1 EDO2024-003-CIP Application – AC Capital Rentals**

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report EDO2024-003 for information; and

**That** Council approve AC Capital Rentals for Community Improvement Plan funding to replace a section of the roof at 66 Main St E, Dundalk in the amount of \$10,000.

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

**Amendment:**

No. 2024-139

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** Council amend the second clause to state "**That** Council approve AC Capital Rentals for Community Improve Plan funding to replace a section of the roof at 66 Main St E, Dundalk in the amount of \$7500.00".

**Failed**

No. 2024-140

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

**Be it resolved that** Council receive Staff Report EDO2024-003 for information; and

**That** Council approve AC Capital Rentals for Community Improvement Plan funding to replace a section of the roof at 66 Main St E, Dundalk in the amount of \$10,000.

**Carried**

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

### **9.1 By-law 2024-023 - Circular Materials Ontario Master Services Amending Agreement**

No. 2024-141

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

**Be it resolved that** by-law number 2024-023 being a by-law to authorize a master services amending agreement for services relation to blue box material between Circular Materials Ontario 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**

### **9.2 By-law 2024-024 - Adopt Revenues and Expenses for 2024**

No. 2024-142

**Moved By** Councillor John  
**Seconded By** Councillor Ferguson

**Be it resolved that** by-law 2024-024 being a bylaw to adopt the estimates of revenue and expenditures for the year 2024 for 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**

**9.3 By-law 2024-029 - Road Widening and P Turn Around - B7-22-B12-22 - O'Donnell**

No. 2024-143

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Dobreen

**Be it resolved** that by-law 2024-029 being a by-law to establish a highway in the former Township of Proton (Consent file B7-22, B8-22, B9-22, B10-22, B11-22, and B12-22) 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**

**10. Notice of Motion**

**10.1 Councillor Singh Soares - NOM - OAPSB Conference Attendance**

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council approve Councillor Monica Singh Soares to attend the Ontario Association of Police Services Board conference as the newly appointed member of the Grey-Bruce Joint Detachment Board; and

**That** the Clerks department be directed to make all necessary registration arrangements.

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

**Amendment:**

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council waive procedure to rescind resolution number 2023-496 from the November 15, 2023, Council meeting that approved Councillor Singh Soares to attend the Ontario Good Roads Conference and rescind resolution number 2023-500 from the November 15, 2023, Council meeting that approved Mayor Milne and Councillor Ferguson to attend the Ontario Association of Police Service Boards Conference, without advance notice.

Deputy Mayor Dobreen withdrew the amendment with consent of the seconder.

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council approve Councillor Monica Singh Soares to attend the Ontario Association of Police Services Board conference as the newly appointed member of the Grey-Bruce Joint Detachment Board; and

**That** the Clerks department be directed to make all necessary registration arrangements.

Councillor Singh Soares withdrew the notice of motion.

Council recessed at 2:15PM and returned at 2:20PM.

## **11. Consent Items**

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

No. 2024-144

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated March 20, 2024 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 FIN2024-008 2023 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses**

**11.1.2 2024-01-08 Community Fund Management Committee Minutes**

**11.1.3 Councillor Singh Soares - 2024 ROMA Conference Report**

**11.2 Correspondence (for information)**

No. 2024-145

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated March 20, 2024 as information.

**Carried**

**11.2.1 Friends of the South Grey Museum - Happy Birthday Agnes - received March 11, 2024**

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

No. 2024-146

**Moved By** Councillor John

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated March 20, 2024 save and except items 11.3.9 Municipality of Chatham Kent - 2024 Amend Blue Box Regulation, 11.3.10 Multi-Municipal Energy Working Group - Unwilling Host Reaffirmation, 11.3.11

Township of Georgian Bay - Volunteer Tax Credit and 11.3.15  
Township of Amarnath - Minister of Transportation Hwy 413, as  
information.

**Carried**

**11.3.1 Municipality of St Charles - Unnecessary Noise -  
Engine Brakes - received February 29, 2024**

**11.3.2 Municipality of St Charles - Provincial  
Consideration for Amendments to the Residential  
Tenancies Act - received February 29, 2024**

**11.3.3 Municipality of St Charles - Guaranteed Livable  
Income - received February 29, 2024**

**11.3.4 Municipality of St Charles - MECP Proposal to  
Expand the Use of Permit-by-Rule - received  
February 29, 2024**

**11.3.5 County of Lambton - Municipal Highway  
Infrastructure - received February 29, 2024**

**11.3.6 Municipality of St Charles - Provincial Cemetery  
Management Support Request - received February  
29, 2024**

**11.3.7 Municipality of St Charles - Rising Municipal  
Insurance Costs - received February 29, 2024**

**11.3.8 Municipality of St Charles - Potential Municipal  
Equipment Operator Course - received February 20,  
2024**

**11.3.9 Municipality of Chatham Kent - 2024 Amend  
Blue Box Regulation - received March 5, 2024**

No. 2024-147

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be is resolved that** the Council of the Township of  
Southgate receive correspondence from the Municipality of

the Chatham of Kent regarding amending the Blue Box Regulation; and

**That** the Council do hereby request that the Province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources; and

**Further, that** this resolution and that of the Municipality of Chatham Kent be circulated to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, MPP Rick Byers and all Ontario Municipalities.

**Carried**

**11.3.10 Multi-Municipal Energy Working Group - Unwilling Host Reaffirmation - received February 11, 2024**

No. 2024-148

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive the Multi-Municipal Energy Working group correspondence as information; and

**That** Council direct staff to bring forward a report to inform Council on the process and recommendations on steps the Township should take in preparation for these projects coming forward.

**Carried**

**11.3.11 Township of Georgian Bay - Volunteer Firefighter Tax Credit - received March 4, 2024**

No. 2024-149

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the correspondence from the Township of Georgian Bay regarding Volunteer Firefighter Tax Credit be received for information; and

**That** the Council of the Township of Southgate request the Government of Canada to increase the tax credit from \$3,000 to \$10,000 for volunteer firefighters and search and rescue volunteers; and

**That** a copy of this resolution and the Georgian Bay correspondence be forwarded to the Association of Fire Chiefs of Ontario, Association of Municipalities of Ontario, MP Alex Ruff, and all Ontario Municipalities.

**Carried**

**11.3.12 Town of Aurora - Legislative Amendments to Improve Municipal Code of Conduct Enforcement - received March 6, 2024**

**11.3.13 Quinte West - Housing Funding - received March 7, 2024**

**11.3.14 Town of Goderich Resolution - Return to Combined ROMA OGRA Conferences - received March 7, 2024**

**11.3.15 Township of Amaranth Resolution - Minister of Transportation Hwy 413 - received March 8, 2024**

No. 2024-150

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** the correspondence from the Township of Amaranth regarding Highway 413 be received for information; and

**That** the Council of the Township of Southgate hereby calls on the Province of Ontario to pause advancement on the proposed Highway 413 and redirect the approximate \$8 billion costs to support municipal infrastructure costs and housing construction initiatives; and

**Further that** at least 50% of those funds be allocated for small urban and rural Ontario communities with populations of less than 50,000; and

**That** a copy of this resolution be forward to the Honorable Doug Ford, Premier of Ontario, the Honourable Prabmeet Sarkaria, Minister of Transportation, MPP Rick Byers, and all Ontario Municipalities.

**Carried**

**11.3.16 Town of Coburg - Amendments to the Ontario Heritage Act - received March 8, 2024**

**11.3.17 Town of Grimsby - Amendment to Occupational Health and Safety Act - received March 7, 2024**

**11.3.18 Town of Goderich - Return to Combined ROMA OGRA Conferences - received March 11, 2024**

**11.3.19 Township of Lanark Highlands - Expanding the Life of Fire Apparatus - received March 14, 2024**

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

### **12. County Report**

Deputy Mayor Dobreen highlighted a delegation received from Islay Graham and Jiya Kukreja, who presented the Pencil Project, a book that they have written to document the experiences of first-generation immigrants in Grey and Bruce communities. Mayor Milne commented that there was a report by the Grey County Paramedics addressing the shortage of manufacturers for ambulance vehicles and the increased costs and wait times associated with the purchase and delivery of the vehicles. Highlights from the most recent County of Grey Council meeting can be viewed [here](#).

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

Mayor Milne mentioned that he attended an information session held by the Six Nations of the Grand River regarding the Haldimand Tract. Mayor Milne noted that the Township of Southgate and the Six Nations

of the Grand River have a great working relationship and commended staff for their hard work in ensuring a positive relationship.

#### **14. Closed Meeting**

No. 2024-151

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council proceed into closed session at 2:36PM in order to address matters relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Sec 239(2)(e))(Subject: Litigation Update), a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the local municipality or local board (Sec 239(2)(k))(Subject: Development Negotiations) and personal matters about an identifiable individual, including municipal or local board employees (Sec 239(2)(b))(Subject: Legal Matters); and

**That** all those required remain in attendance.

**Carried**

Council recessed at 2:36PM and returned at 2:38PM.

No. 2024-153

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council come out of Closed Session at 3:50PM.

**Carried**

Council recessed at 3:50PM and returned at 3:51PM.

#### **15. Confirming By-law**

No. 2024-154

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2024-030 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 March 20, 2024 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. 2024-155

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council adjourn the meeting at 3:52PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CL2024-007**

**Title of Report:** CL2024-007- Land Purchase Request – Declare Surplus – Unopened Road Allowance between Lot 17 and Lot 18, Concession 14, Proton

**Department:** Clerks  
**Branch:** Legislative and Council Services  
**Council Date:** April 3, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-007 for information; and  
**That** Council declare the section of unopened road allowance between Lot 17 and Lot 18, Concession 14, Geographic Township of Proton, as surplus to the needs of the Township; and

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

### **Background:**

Staff have received a request to purchase the unopened road allowance between Lot 17 and Lot 18, Concession 14, Geographic Township of Proton (225682 Southgate Road 22) as follows:



**Staff Comments:**

The sale of the lands would be an open public process, where either adjacent landowner would have the opportunity to purchase, or the lands may be split evenly between both adjacent landowners. Staff are recommending that Council declare the lands as surplus to the needs of the Township and move forward with the sale of the lands.

**Public Works Comments:**

Public Works does not foresee a future road to be built on this section of Southgate Sideroad 13 from Grey Road 9 to Southgate Road 22.

Currently the Hopeville Administration Office & Works Garage are near the Right of Way (ROW) and adjacent driveways in ROW, as well the entrance on the north end at Southgate Road 22 appears in the ROW.

Environmental constraints would include wetlands and potential bridge crossing to construct the road.

**Planning Comments:**

The unopened road allowance stretches between Southgate Road 22 and Grey Road 9 along the alignment of Sideroad 13. At the corner of Sideroad 13 and Grey Road 9 is the current Township municipal office. The intervening land between the two roadways is designated Rural and Hazard in the Township official plan and is zoned Agricultural-1 and Environmental Protection.

The Rural designation allows limited lot creation opportunities as the farm parcels fronting on Southgate Road 22 on either side appear not to have been previously severed. Lot creation would be increasingly limited by the sale of the road allowance.

Of the two original farm parcels fronting on Grey Road 9, only the lot containing the Township office has been severed. If the road allowance is not closed through to the Grey Road 9, and subsequently conveyed, the Township would end up with a dead-end road.

**Financial Implications:**

The Township would benefit financially from the sale of the road allowance. Surveying, if necessary, and any other costs associated with completing the transaction would be the responsibility of the purchaser.

**Communications & Strategic Plan Impact:**

None.

**Concluding Comments:**

That Council receive Staff Report CL2024-007 for information and that Council declare the section of unopened road allowance between Lot 17 and Lot 18, Concession 14, Geographic Township of Proton, as surplus to the needs of the

Township and that Council directs the Clerk to perform all necessary actions to prepare the lands for sale.

Respectfully Submitted,

**Dept. Head:** ***Original Signed By***  
Lindsey Green, Clerk

**Dept. Head:** ***Original Signed By***  
Jim Ellis, Public Works Manager

**Planning Approval:** ***Original Signed By***  
Bill White, MCIP RPP, Triton Engineering

**CAO Approval:** ***Original Signed By***  
Dina Lundy, CAO

**Attachments:** None

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



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**Toll Free:** 1-888-560-6607  
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## **Staff Report CL2024-008**

**Title of Report:** CL2024-008 – Declare Surplus Property – Part 1, Part of Lot 236, Concession 2, SWTSR, Geographic Township of Proton, Plan 16R-12026 - Eco Park Way

**Department:** Clerks

**Branch:** Legislative and Council Services

**Council Date:** April 3, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-008 for information; and  
**That** Council declare the lands identified as Part 1, Part of Lot 236, Concession 2, SWTSR, Geographic Township of Proton, Plan 16R-12026 as surplus to the needs of the Township; and

**That** Council directs the Clerk to perform all necessary administrative actions to prepare the lands for sale and issue a Request for Proposals with a minimum bid of \$200,000.00 per acre.

### **Background:**

Lands are identified in **red** outline as follows and further identified as Part 1 on Plan 16R-12026, included in this report as Attachment #1:



**Staff Comments:**

An opinion of value of the lands has been received by Council and discussed at a previous meeting. Council provided direction to staff to bring forward a report to declare the lands as surplus to the needs of the Township, prepare the lands for sale in accordance with the Sale and Other Disposition of Land By-law and issue a Request for Proposals (RFP) with a minimum bid of \$200,000.00 per acre.

**Financial Implications:**

The Township would benefit financially from the sale of the lands.

**Communications & Strategic Plan Impact:**

None.

**Concluding Comments:**

That Council declare the lands identified as Part 1, Part of Lot 236, Concession 2, SWTSR, Geographic Township of Proton, Plan 16R-12026 as surplus to the needs of the Township and direct the Clerk to perform all necessary administrative actions to prepare the lands for sale and issue a Request for Proposals with a minimum bid of \$200,000.00 per acre.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Lindsey Green, Clerk

**CAO Approval:** *Original Signed By*  
Dina Lundy, CAO

**Attachment #1** – Plan 16R-12026

SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA
1	PART OF 236	2 SWTSR	PART OF 37268-1288	2.169 Ha.
2				0.098 Ha.

PARTS 1 AND 2 COMPROMISE PART OF PIN 37268-1288  
PART 2 - SUBJECT TO EASEMENT AS IN INSTRUMENT No. GY70526

PLAN 16R-12026

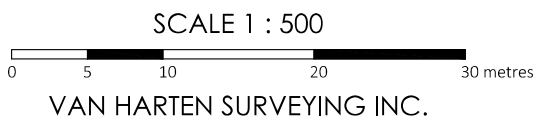
Received and deposited

March 27<sup>th</sup>, 2024

Jihye Yoon

Representative for the  
Land Registrar for the  
Land Titles Division of  
Grey (No.16)

PLAN OF SURVEY OF  
PART OF LOT 236  
CONCESSION 2 SWTSR  
(GEOGRAPHIC TOWNSHIP OF PROTON)  
TOWNSHIP OF SOUTHGATE  
COUNTY OF GREY



THE INTENDED PLOT SIZE OF THIS PLAN IS 915mm  
IN WIDTH BY 610mm IN HEIGHT WHEN PLOTTED AT  
A SCALE OF 1:500

- LEGEND:
- DENOTES SURVEY MONUMENT SET
  - DENOTES SURVEY MONUMENT FOUND
  - SIB DENOTES .025 X .025 X 1.20 STANDARD IRON BAR
  - IB DENOTES .015 X .015 X 0.60 IRON BAR
  - SSIB DENOTES .025 X .025 X 0.60 SHORT STANDARD IRON BAR
  - RP DENOTES .015 DIA. X 0.07 ROUND IRON BAR WITH STAMPED WASHER
  - PB DENOTES .025 X .025 X 0.30 PLASTIC BAR
  - CC DENOTES CUT CROSS
  - WIT DENOTES WITNESS
  - OU DENOTES ORIGIN UNKNOWN
  - VH DENOTES VAN HARTEN SURVEYING INC., O.L.S.'S
  - P1 DENOTES PLAN 16R-10439
  - P2 DENOTES PLAN 16R-11871
  - P3 DENOTES PLAN 16R-9305
  - N, E, S, W DENOTES NORTH, EAST, SOUTH, WEST
  - SWTSR DENOTES SOUTHWEST OF THE TORONTO AND SYDENHAM ROAD
  - 1331 DENOTES ALEX R. WILSON, O.L.S.

- BEARING AND COORDINATE NOTE:
- BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM GPS OBSERVATIONS AND ARE REFERRED TO THE UTM PROJECTION, ZONE 17, NAD 83 (CSRS-2010) ADJUSTMENT.
  - DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY AN AVERAGED COMBINED SCALE FACTOR OF 0.999560.
  - COORDINATES ON THIS PLAN ARE UTM, ZONE 17, NAD83 (CSRS-2010) ADJUSTMENT AND ARE BASED ON GPS OBSERVATIONS FROM A NETWORK OF PERMANENT GPS REFERENCE STATIONS.

UTM COORDINATES (METRES)		
POINT ID	NORTHING	EASTING
A	4 889 293.83	548 928.64
B	4 890 220.39	549 677.02
C	4 890 281.76	549 530.82

THESE COORDINATE VALUES COMPLY WITH SECTION 14(2) O. REG 216/10. THESE COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

BEARING COMPARISONS:

FOR THE PURPOSES OF BEARING COMPARISONS, PREVIOUS SURVEYS HAVE BEEN ROTATED TO UTM BEARINGS BY THE ANGLES SHOWN BELOW.

PLAN	ROTATION FOR NORTHEAST BEARINGS
P1	+0°00'30"

METRIC:  
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THIS SURVEY WAS COMPLETED ON THE 18TH DAY OF JANUARY, 2024.

DATE: FEBRUARY 22, 2024  
MATT DE JAGER  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN  
SUBMISSION FORM NUMBER 2213845.



Kitchener/Waterloo Ph: 519-742-8371	Guelph Ph: 519-821-2763	Orangeville Ph: 519-940-4110
www.vanharten.com		info@vanharten.com
DRAWN BY: TJH	CHECKED BY: MDJ	PROJECT No. 33108-23
Feb 22, 2024 1:30:39 PM L:\Proton\Con 2 SWTSR\ACAD\RP\LT235-240.GREEN (33108-23) UTM 2010.dwg		



## **Staff Report CL2024-009**

**Title of Report:** **CL2024-009 – Petition for Drainage Works – Engineer Appointment – Martin-Bauman-McDonald**  
**Department:** **Clerks**  
**Branch:** **Legislative and Council Services**  
**Council Date:** **April 3, 2024**

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-009 for information; and  
**That** Council accepts the Petition for Drainage Works under Section 4 of the *Drainage Act*, signed by Marlin and Rita Martin and Joseph M and Adina Bauman, owners in partner of Lots 7 and 8, Concession 12, Geographic Township of Proton and Brendan McDonald, owner of Lot 7, Concession 13, Geographic Township of Proton; and

**That** Council directs the Clerk to notify the petitioners and the Saugeen Valley Conservation Authority of its decision to proceed as required by Section 5 of the *Drainage Act*; and

**That** Council appoint Tom Pridham, P. Eng., of R.J. Burnside & Associates Ltd. as the Engineer to make an examination of the area requiring drainage in the received drainage petition and to provide a report to Council in accordance with Section 8 of the *Drainage Act*, for consideration at a future meeting of Council.

### **Background:**

A petition for drainage works has been received from the owners of lands described as Lots 7 and 8, Concession 12 and Lot 7, Concession 13, former geographic Township of Proton, as follows (yellow highlight):



**Staff Comments:**

The purpose of the drainage petition is to construct a new open channel and deepen or widen an existing watercourse. The petition is included in this staff report as Attachment #1.

Staff are recommending that Council accept the petition for drainage works and appoint Tom Pridham, P. Eng., of R.J. Burnside & Associates Ltd. as the Engineer to complete this work.

The *Drainage Act, 1990*, provides the following:

**5 (1)** *Where a petition in accordance with section 4 has been filed, the council shall forthwith consider the petition and shall, within thirty days after the filing of the petition,*

*(a) if it decides not to proceed with the drainage works, send notice of its decision to each petitioner; or*

*(b) if it decides to proceed with the drainage works, send notice of the petition and of its decision to the prescribed persons.*

If Council does not proceed, the petitioners may appeal to the Tribunal for a subsequent order.

**Financial Implications:**

There are not currently any financial implications to the Township as a result of this report. There will be future financial implications to the Township that are unknown at this time, cost estimates would be provided through a future engineer's report.

**Communications & Strategic Plan Impact:**

None.

**Concluding Comments:**

That Council accept the petition for drainage works, direct staff to notify petitioners and the conservation authority and appoint Tom Pridham, P. Eng., of R.J. Burnside & Associates Ltd. to make an examination of the area requiring drainage as described in the received drainage petition and to provide a report to Council for consideration at a future Council meeting.

Respectfully Submitted,

**Dept. Head:** **Original Signed By**  
Lindsey Green, Clerk

**Dept. Head:** **Original Signed By**  
Jim Ellis, Public Works Manager

**CAO Approval:** **Original Signed By**  
Dina Lundy, CAO

**Attachment #1** – Petition for Drainage Works – Martin/Bauman/McDonald

**This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.**

To: The Council of the Corporation of the Township of Southgate

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

Lot 7, Con 13, former Proton Township and  
Lot 7, Con 12, former Proton Township and  
Lot 8, Con 12, former Proton Township

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

**Purpose of the Petition** (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) Martin	(First Name) Marlin	Telephone Number [redacted] ext.
--------------------------------------	------------------------	-------------------------------------

Address	Road/Street Number	Road/Street Name
	185186	Grey Road 9

Location of Project	Lot	Concession	Municipality	Former Municipality (if applicable)
	7	11 - 13	Southgate	Proton

What work do you require? (Check all appropriate boxes)

- ☒ Construction of new open channel  
☐ Construction of new tile drain  
☒ Deepening or widening of existing watercourse (not currently a municipal drain)  
☐ Enclosure of existing watercourse (not currently a municipal drain)  
☐ Other (provide description ▼)

Name of watercourse (if known)  
Unknown stream

Estimated length of project  
3 km.

General description of soils in the area  
Loam/silt loam

What is the purpose of the proposed work? (Check appropriate box)

- ☐ Tile drainage only     
 ☐ Surface water drainage only     
 ☒ Both

Petition filed this 25<sup>th</sup> day of March, 2024

Name of Clerk (Last, first name) Green, Lindsey	Signature [redacted]
--	-------------------------

**Property Owners Signing The Petition**Page **X** of

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number <b>185186</b>	Property Description <b>Grey County Road 9 (Lot 7, Con. 12)</b>	
Ward or Geographic Township <b>Proton</b>		Parcel Roll Number <b>4207 090 002 09100</b>
I hereby petition for drainage for the land described and acknowledge my financial obligations.		
Ownership		
<input type="checkbox"/> Sole Ownership		
Owner Name (Last, First Name) (Type/Print)		Date (yyyy/mm/dd)
Signature		
<input checked="" type="checkbox"/> Partnership (Each partner in the ownership of the property must sign the petition form)		
Owner Name (Last, First Name) (Type/Print)		Date (yyyy/mm/dd)
Signature		
<b>Martin, Marlin</b>		<b>2024/03/03</b>
<b>Martin, Rita</b>		<b>2024 03 03</b>
<input type="checkbox"/> Corporation (The individual with authority to bind the corporation must sign the petition)		
Name of Signing Officer (Last, First Name) (Type/Print)		Signature
Name of Corporation		
Position Title		I have the authority to bind the Corporation. Date (yyyy/mm/dd)

Number <b>185280</b>	Property Description <b>Grey Road 9 (Lot 8, Con. 12)</b>	
Ward or Geographic Township <b>Proton</b>		Parcel Roll Number <b>4207 090 002 09300</b>
I hereby petition for drainage for the land described and acknowledge my financial obligations.		
Ownership		
<input type="checkbox"/> Sole Ownership		
Owner Name (Last, First Name) (Type/Print)		Date (yyyy/mm/dd)
Signature		
<input checked="" type="checkbox"/> Partnership (Each partner in the ownership of the property must sign the petition form)		
Owner Name (Last, First Name) (Type/Print)		Date (yyyy/mm/dd)
Signature		
<b>Bauman, Joseph M.</b>		<b>Feb 26 2024</b>
<b>Bauman, Adina</b>		<b>Feb 26 2024</b>
<input type="checkbox"/> Corporation (The individual with authority to bind the corporation must sign the petition)		
Name of Signing Officer (Last, First Name) (Type/Print)		Signature
Name of Corporation		
Position Title		I have the authority to bind the Corporation. Date (yyyy/mm/dd)

☐ Check here if additional sheets are attachedClerk initial **[Signature]****Petitioners become financially responsible as soon as they sign a petition.**

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

**Notice of Collection of Personal Information**

Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D.17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.

**Property Owners Signing The Petition**Page **X** of

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number <b>185237</b>	Property Description <b>Grey County Road 9 (Lot 7, Con. 13)</b>
Ward or Geographic Township <b>Proton</b>	Parcel Roll Number <b>4207 090 002 13200</b>

I hereby petition for drainage for the land described and acknowledge my financial obligations.

## Ownership

☒ Sole Ownership

Owner Name (Last, First Name) (Type/Print)

**McDonald, Brenden William**

Signature

Date (yyyy/mm/dd)

**2024/03/03**☐ Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)

Signature

Date (yyyy/mm/dd)

☐ Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)

Signature

Name of Corporation

Position Title

I have the authority to bind the Corporation.

Date (yyyy/mm/dd)

Number	Property Description
Ward or Geographic Township	Parcel Roll Number

I hereby petition for drainage for the land described and acknowledge my financial obligations.

## Ownership

☐ Sole Ownership

Owner Name (Last, First Name) (Type/Print)

Signature

Date (yyyy/mm/dd)

☐ Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)

Signature

Date (yyyy/mm/dd)

☐ Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)

Signature

Name of Corporation

Position Title

I have the authority to bind the Corporation.

Date (yyyy/mm/dd)

☐ Check here if additional sheets are attached

Clerk initial

**Petitioners become financially responsible as soon as they sign a petition.**

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

**Notice of Collection of Personal Information**

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and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.



## **Staff Report CL2024-010**

**Title of Report:** CL2024-010-Grey Bruce Detachment Joint Police Services Board – Final Implementation Report  
**Department:** Clerks  
**Branch:** Legislative and Council Services  
**Council Date:** April 3, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-010 for information; and  
**That** Council supports appointment of the following members to the 4 Community Appointee positions on the Grey Bruce Detachment Joint Board:

1. Michelle Reynolds, Township of Georgian Bluffs
2. Karl Ellis, Township of Southgate
3. Gerry Solursh, Township of Northern Bruce Peninsula
4. Nicole Martin, Municipality of Grey Highlands; and

**That** Council consider by-law 2024-031 to confirm the appointment on Karl Ellis on the Grey Bruce Detachment Joint Board at the April 17, 2024 Council Meeting; and

**That** Council supports the Township of Georgian Bluffs to provide administrative support to the board; and

**That** Council supports the Township of Georgian Bluffs to on-board a part-time shared staff resource, with costs to be shared evenly amongst the nine participating detachment parties; and

**That** staff be directed to circulate the Joint Board's 2025 Operating Budget to all participating bodies prior to commencement of 2025 Budget deliberations.

### **Background:**

On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019), which once proclaimed, will repeal the *Police Services Act, 1990*.

Following communications and feedback sessions, held over the course of 2020 and 2021, the collective communities of the Grey Bruce Detachment area submitted a proposal to the Ministry of the Solicitor General, proposing creation of the Grey Bruce Detachment Joint Board. Each participating Council reviewed the proposed composition and provided their authorization prior to submission of the proposal.

In accordance with the CSPA, the Grey Bruce Detachment Joint Board will be comprised of the following:

- Township of Georgian Bluffs – 1 elected official

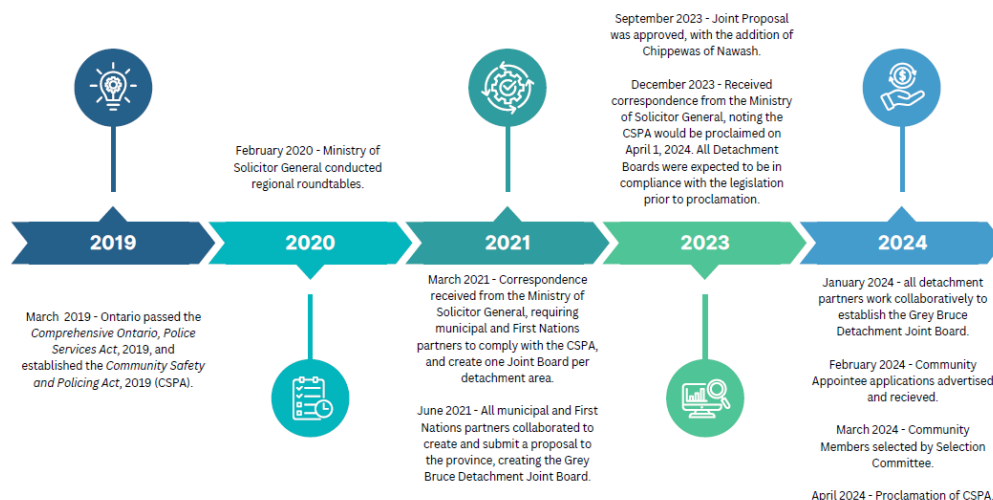
- Township of Chatsworth – 1 elected official
- Municipality of Meaford – 1 elected official
- Municipality of Grey Highlands – 1 elected official
- Township of Southgate – 1 elected official
- Town of South Bruce Peninsula – 1 elected official
- Municipality of Northern Bruce Peninsula – 1 elected official
- Saugeen First Nation – 1 representative
- Neyaashiinigmiing First Nation (Chippewas of Nawash Unceded First Nation) – 1 representative
- 3 Provincial Appointees, and
- 4 Community Appointees

Totaling a Board of 16 members.

On December 18, 2023, members of the Grey Bruce Detachment Joint Board received correspondence from the Ministry of the Solicitor General, providing notice that the CSPA will be proclaimed on April 1, 2024. All police services, and by extension, all police boards, are expected to be in compliance with the regulations of the CSPA by April 1<sup>st</sup>.

The transition to proclamation of the *Community Safety and Policing Act, 2019* (CSPA, 2019), has been a lengthy, long-awaited process, both within the Grey Bruce Detachment, and throughout the province. To outline all actions taken thus far, please consider Figure A.

**Figure A. Grey Bruce Detachment Joint Board Implementation Timeline**



**Staff Comments:**

Report [CL2024-002](#), outlined a four-step approach to implementing the Joint Board structure, thereby achieving compliance with the CSPA prior to April 1<sup>st</sup>.

To date, the collective Councils have successfully completed Step 1, via appointment of elected officials from each community to the Joint Board, and by extension, the ad-hoc selection committee. Steps 2 and 3 are anticipated to be completed following presentation of this report, and consideration of the recommendations contained herein.

**Step 2 - Advertise for Community Members and Appoint**

On March 12, 2024, the Grey Bruce Detachment Joint Board Community Appointee Selection Committee, formed of the appointed elected officials from each participating community, met to consider Community Appointee applications to the Joint Board.

Applications for the four (4) Community Appointee positions on the Joint Board opened on January 10, 2024, closing at 5:00 p.m. on February 26, 2024. Applications were facilitated online, via an application portal published to the Township of Georgian Bluffs website, via email to the Georgian Bluffs Clerks Department, or in hardcopy to the attention of any participating Municipal Clerk. Each participating municipality / First Nations community was responsible for advertising the call for applications within their respective community.

A total of 17 applications were received, from the following areas:

Community	# of Applications
Township of Georgian Bluffs	4
Municipality of Grey Highlands	3
Township of Chatsworth	0
Municipality of Meaford	0
Township of Southgate	3
Town of South Bruce Peninsula	1
Municipality of Northern Bruce Peninsula	5
Saugeen First Nation	0

Neyaashiinigmiing First Nation (Chippewas of Nawash Unceded First Nation)	0
Total	16*

\*Note: One application was received from an individual that currently resides outside of Canada, therefore is not eligible to hold appointment to the Joint Board.

The Committee reviewed eligibility for appointment to the Board, as established by the CSPA, prior to their review of all received applications in Closed Session. As also highlighted in the noted report, the Committee considered and prioritised the pillars of diversity, equity, and inclusion, as further prioritised by the Ontario Provincial Police service, and as referenced in the CSPA. Following their consideration of the applications in closed session, the Committee passed the following recommendation:

Moved By: Member Councillor Moore Coburn

Seconded By: Member Jay Kirkland

**That the following appointments of Community Representatives for the Grey Bruce Detachment Joint Board be referred to the participating Councils for ratification:**

- 1. Michelle Reynolds – Township of Georgian Bluffs**
- 2. Karl Ellis – Township of Southgate**
- 3. Gerry Solursh – Municipality of Northern Bruce Peninsula**
- 4. Nicole Martin – Municipality of Grey Highlands**

**Approved**

Further to the recommendation of the Committee, Community Appointees from the communities of Georgian Bluffs, Southgate, Grey Highlands, and Northern Bruce Peninsula, are recommended for appointment to the 2024-2026 term of the Grey Bruce Detachment Joint Board. As described in the Grey Bruce Detachment Joint Board proposal, approved by the province in 2021, communities not represented in this term of the Joint Board, will be preferentially selected in the next Council term. Therefore, should the community appointments, as recommended by the Committee, be formalized, community representation from the Chatsworth, Meaford, South Bruce Peninsula, Chippewas of Nawash, and Saugeen Ojibway Nation communities, will be prioritized following the 2026 election cycle.

Per Section 34 of the CSPA, all members of the Board, including Community Appointees, are required to be appointed by resolution of Council. Via presentation of this report, and the recommendations contained herein, the four (4) selected community appointees are proposed to be appointed to the Joint Board. It is recommended that the four (4) communities, which they represent, appoint their respective community representative by by-law.

### **Step 3 – Create Board and Establish Procedures**

Upon notification of the April 1<sup>st</sup> proclamation date of the CSPA, the collective communities of the Grey Bruce Detachment Joint Board have been meeting to discuss, plan and prepare procedures for observance upon transition to the Joint Board structure. A sub-committee of representatives from the larger area, including Southgate, Georgian Bluffs, Grey Highlands, and South Bruce Peninsula, have been meeting most regularly on behalf of the detachment area, herein known as the “Implementation Team”.

As has been communicated since conception of the Joint Board in 2019, administration of a Board this size, namely 16 people, with the importance of the work assigned to the Board, will be a challenge for any participating community, especially as municipalities continue to be expected to “do more, with less”. In considering which participating community would provide administration to the Board, many factors were considered, including:

- Available staff resources: With many Clerks Departments either under-staffed due to vacancies, or fully staffed at two people, no municipal partner or First Nations community has excess staff capacity to act as a dedicated resource to the Board, or liaison to the OPP.
- Geographical position and available facilities: As noted, the Joint Board will be comprised of 16 individuals – a challenge with reference to space planning for Board meetings. The home community of the Board, ie. the community which will provide administrative support to the body, will need to either have a large meeting site within its jurisdiction, or closely located nearby. Further, for fairness throughout the detachment area, the home municipality is ideally centrally located for all participants.
- Hybrid meeting capabilities: Due to the large geographical area of the detachment, paired with inclement weather in the winter season, the home municipality must be capable of providing hybrid meeting accommodations to Board participants. Presently, not all communities within the detachment area are able to offer hybrid meeting participation.

The Township of Georgian Bluffs has acted as project lead on behalf of the collective communities, since creation and submission of the joint proposal in 2021. Being centrally located within the detachment area, and with hybrid meeting capabilities, the Township of Georgian Bluffs has offered to provide administrative support to the Joint Board, in an effort to maintain knowledge transfer and experience with the transition to the joint structure. Meeting space requirements

will be provided either through use of Grey County meeting facilities, or at the Shallow Lake Arena. Further, the province has indicated its preference to have one body act as administration to the Board, over sharing the responsibility amongst the detachment.

Like our municipal and First Nations counterparts, Georgian Bluffs does not have the capacity to properly support the Board, with existing staff resources. To provide administrative support to the Board, the public and OPP, it is recommended that the collective communities onboard a part-time, shared staff resource.

To fully comprehend the scope of work associated with the Joint Board, we must first consider and understand the shift in the province's approach to policing, via proclamation of the CSPA. While the former Police Services Board structure and Section 10 and 5.1 OPP contracts focused on an individual, municipal scope of policing, the CSPA highlights and requires all detachment communities to operate on a broader scale – approaching policing as a community, over an individual. Through prioritising pillars of diversity, equity and inclusion, and provision of ongoing education and training opportunities, the CSPA lays the foundation for a greater, more diversified policing portfolio, province-wide.

To further accompany this shift to community policing, the CSPA requires that the Board, in consultation with the Detachment Commander, develop a Local Action Plan for the provision of policing provided by the detachment, including:

Section 70, CSPA.

1. *How adequate and effective policing will be provided in the area served by the detachment, in accordance with the needs of the population in the area and having regard for the diversity of the population in the area.*
2. *The objectives and priorities for the detachment determined by the OPP detachment board and such other objectives and priorities determined by the detachment commander.*
3. *Quantitative and qualitative performance objectives and indicators of outcomes relating to,*
  - a. *The provision of community-based crime prevention initiatives, community patrol and crime investigation services,*
  - b. *Community satisfaction with the policing provided,*
  - c. *Emergency calls for service,*
  - d. *Violent crime and clearance rates for violent crime,*
  - e. *Property crime and clearance rates for property crime,*
  - f. *Youth crime and clearance rates for youth crime,*

- g. Police assistance to victims of crime and re-victimization rates,*
  - h. Interactions with persons described in paragraphs 4 and 5 of this subsection,*
  - i. Road safety, and*
  - j. Any other prescribed matters.*
4. *Interactions with:*
- a. Youths,*
  - b. Members of racialized groups, and*
  - c. Members of First Nation, Inuit and Metis communities.*
5. *Interactions with persons who appear to have a mental health condition.*
6. *Interactions with persons who appear to have a mental illness or a neurodevelopmental disability”.*

Said Local Action Plan must also be created with respect to all applicable Community Safety and Well-Being Plans.

The province has been clear in its delineation of this Board structure as an entity which operates completely separate to the Council sphere. While the existing structure acted with municipal influence, the new body will operate at arm’s length to all participating bodies. Essentially, the Grey Bruce Detachment Joint Board is expected to operate as its own, independent body, with needs similar to that of governing, local councils.

The OPP has indicated their preference to have the Board meet on a monthly basis, with scheduled off-months in the summer and holiday seasons. Moving beyond policy making demands of the Board, the pure administration of monthly meetings for a Board of 16 people is more than a “side of the desk” task. The part-time resource would be responsible for all tasks related to the Board, including:

- Agenda creation, facilitation, and circulation, in partnership with the Chair and OPP,
- Arranging meeting facilities, including hybrid participation, live streaming, hard set-up and calendar coordination,
- Appointed recording secretary for the Board,
- Maintain and manage records of the Board, including facilitating Freedom of Information and access requests,
- Remuneration of Community and Provincial Appointees,

- Act as a liaison with the OPP and Detachment Commander,
- Assist the Board in drafting reports, policies, joint by-laws and scheduling delegations and creating correspondence,
- Assist the Board in creation of a records management program, complaint policy and governing policies, all required by the Act,
- Assist the Board and Detachment Commander, to develop the Local Action Plan and implement the proposed Code of Conduct, required by Sections 4 and 70 of the CSPA.

The OPP is supportive of welcoming a shared resource to assist the Joint Board. In discussion with our counterparts throughout the Province, the Grey Bruce Detachment Joint Board is not alone in its request to have dedicated support. Many of our counterparts, including those in Wellington County, have successfully onboarded and maintained a full-time resource for their joint policing services. Wellington County amalgamated their municipal policing services in the early 2000s and is a marker for successful implementation of shared policing services.

With introduction of the shared resource, and delegating responsibility of the Joint Board to the Township of Georgian Bluffs, all policies of the Township of Georgian Bluffs would be extended out to the Board, with the Board's endorsement and feedback. At their first meeting, the Board will have the opportunity to review and provide feedback on a proposed Procedure By-law, currently being drafted by the Township of Georgian Bluffs Clerks Department.

The Board will be required to have its own insurance policy. With the legislation currently in draft form, insurance, being the policy specifics and cost impacts remain unknown. A secondary, follow-up report, discussing insurance specifics for the Board, will be presented upon finalization of negotiations with insurance providers.

Through administration of the Board, the Township of Georgian Bluffs will facilitate remuneration arrangements with the Province for Provincial Appointees, and directly with Community Appointees. To decrease budget impacts, elected officials will continue to be remunerated per their home Council Remuneration policies. The Board will have the opportunity to implement their own remuneration policy, setting per diems for Community Appointees and annual allotments for training, education and conferences. While elected officials will continue to observe their existing remuneration policies, it is paramount that Community Appointees be remunerated per a new, Board policy, to ensure equity amongst the four positions. Each participating body has differing remuneration policies, including many that do not establish or provide for per diems. Therefore, should Community Appointees be remunerated per their home municipality's remuneration policy (the municipality they represent), each appointee would be paid at a different rate, for the same position, thereby failing to achieve a distinct pillar of this transition – equity.

Similar to all existing Joint Municipal Service Boards, the Board will develop an annual budget, with assistance of the Township of Georgian Bluffs Finance Department. Section 71 of the CSPA establishes the framework and legislated budgetary responsibilities of the Board. Further, and is also established by the regulations, the Board will set their annual operating budget, to account for expenses of the Board. Upon presentation of the budget, municipal partners will be provided the opportunity for written feedback for consideration of the Board. The operating expenses of the Board are explicitly separate to the costs of community policing established by OPP service contracts.

While the Township of Georgian Bluffs is prepared to provide all administrative responsibility for the Joint Board, it cannot do so in the absence of the shared resource. Township of Georgian Bluffs staff have absorbed the workload of transitioning to the Joint Board structure, we cannot continue to do so in the long term. The Township of Georgian Bluffs Clerks Department all respective Councils for their consideration of the proposed shared staff resource.

#### **Step 4: Training**

The CSPA will support enhanced and modernized training requirements for the policing sector in Ontario. This will include continuing, updated and/or new legislative and regulatory training requirements for police officers, special constables, members of police service boards (PSBs), and identified classes of employees of oversight bodies (e.g., Law Enforcement Complaints Agency, Inspectorate of Policing).

The courses will include:

1. Roles and Responsibilities Training (Approximately 2 hours in length)
  - development of a course on the role of a police service board and the responsibilities of members of a board or committee.
  - must be aligned with the content of the CSPA and its regulations.
2. Thematic Training: the procurement of (4) courses that cover:
  - a. human rights;
  - b. systemic racism;
  - c. diversity and inclusion, and
  - d. the rights and cultures of First Nation, Inuit and Métis Peoples.

The province has indicated its intent to commence making virtual training modules available effective April 1<sup>st</sup>. Per the CSPA, all appointed members to the Joint Board must complete the Roles and Responsibilities training prior to becoming a voting member of the Board. For clarity, members may sit on the Board in the absence of training, but do not constitute quorum, nor have voting privileges, until the mandated training is completed.

Training will be offered via a virtual training platform, with approximately an 8-hour time commitment. As the Grey Bruce Detachment Joint Board is an OPP Board, established via Section 67 of the CSPA, training requirements of the 16 members

will differ from those representing municipal boards, established by Section 31. For example, while the Grey Bruce Detachment Joint Board, governing OPP policing services, will complete different training courses, than those of their counterparts in the City of Owen Sound, which represent the City's own, municipal policing service.

Staff will continue to provide the Board, and participating Councils, of updates received regarding the Board training portfolio.

### **Next Steps**

While the CSPA remains on track to be proclaimed on April 1, 2024, the province has indicated leniency regarding implementation of the Joint Board structure. In accommodating nine (9) participating Council schedules, it is anticipated that all participating Councils will consider this report within the month of April. Following consideration of this report, and the recommendations contained herein, all existing, local Police Services Boards will be dissolved. Upon their dissolution, and completion of the required training, the Joint Board will host its inaugural meeting, expected to be scheduled for May or June of 2024, dependent upon local, collective progress.

### **Financial Implications:**

The 9 participating communities each allocated \$5,000.00 in the 2024 Budget to facilitate transition to the Joint Board structure.

To fund the Board's operating expenses for the remaining months of 2024 (May-December), nothing beyond the \$5000.00 transition budget, from each participating body, is required. This includes funding for the part-time shared staff resource, per diems for Community Appointees, mileage and administration costs incurred by the Township of Georgian Bluffs. For a detailed breakdown, please see below:

A	B - May to December 2024	C - Estimated Annual 2025
Part-Time Shared Staff Resource	\$20,250.00	\$40,500.00
Finance & Admin	\$16,000.00	\$24,000.00
Per Diems (Community)	\$7,000.00	\$10,500.00
Mileage	\$2,000.00	\$3,500.00
Professional Development (Community and Provincial Appointees)	N/A	\$15,000.00
Insurance	Unknown	Unknown
Provincial Funding (Credit)	- \$4,300.00	- \$6,500.00
Total	\$40,950.00	\$87,000.00

Contribution from 9 participating parties	\$4,550.00	\$9,666.67
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Prior to the 2025 budget cycle, the Joint Board will have the opportunity to review and develop its annual operating and expenses budget, as required by the CSPA. Column C, as included above, provides an estimated 2025 Board operating budget, based on projected costs, informed by those of 2024. 2025 operating costs will be provided to the participating parties prior to commencement of 2025 budget discussions. Funds in surplus to annual budgets will be moved to a working capital reserve, created for use of the Board, upon its establishment.

Section 71 of the CSPA defines budgetary requirements of the Board, and further, the responsibility of participating Councils. While the Board will generate an annual budget, to which all participating parties will have the opportunity to provide written comment, the legislation defines that municipalities "shall contribute their share of the costs to the OPP detachment board's budget" (Section 71,3, CSPA, 2019). Upon creation of the Board, the Board will develop a budget process, including providing opportunity for feedback of all contributing Councils.

To minimize budget impact in 2024, professional development has not been accounted for. As the Board is not expected to meet until May or June, costs associated with the annual OAPSB conference, scheduled in June, are to be funded by local communities via their respective remuneration policies. Upon creation of the Board's remuneration policy, annual allotments will be budgeted for. It is not yet known if the Board or province will be responsible for covering conference costs for Provincial Appointees.

While the Township of Georgian Bluffs will facilitate remuneration for Provincial Appointees to the Board, the province will reimburse the Township of Georgian Bluffs Finance department for mileage and per diems paid to provincial representation. As per diem rates for Provincial Appointees have not yet been communicated, these figures are approximate.

The Township of Georgian Bluffs has included an annual administration and finance fee for the coordination of finance support, including payments, expenses, and Board budgeting.

All costs have been prorated to accommodate a monthly meeting of the Board, for the remaining half of 2024, with scheduled breaks in the summer and holiday seasons.

### **Concluding Comments:**

Following five years of discussions, feedback sessions and transitional planning, the Community Safety and Policing Act, 2019, will be proclaimed on April 1, 2024, dissolving all existing Section 10 and 5.1 Police Services Boards. Following their formal dissolution, the Grey Bruce Detachment Joint Board will be formed, shifting

the traditional sense of individualistic policing, to a broader, community based approached, founded in the pillars of equity, diversity and inclusion.

With the collective support of the nine participating communities, the Township of Georgian Bluffs is prepared to take the administrative responsibility for transitioning the Board to this community-based perspective, through the addition of a part-time shared staff resource. With the support of the detachment community, OPP and the newly created Board, the Grey Bruce Detachment will be successful in its transition to the Joint Board structure, while prioritizing a connected, well-balanced approach to policing and community safety.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Lindsey Green, Clerk

**CAO Approval:** *Original Signed By*  
Dina Lundy, CAO

**Attachments:** None.

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CL2024-011**

**Title of Report:** **CL2024-011 – Holstein Agro Expo and Rodeo Event Support Request**  
**Department:** **Clerks**  
**Branch:** **Legislative and Council Services**  
**Council Date:** **April 3, 2024**

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-011 for information; and  
**That** Council supports the Holstein Agro Expo and Rodeo Annual Event being held on June 29<sup>th</sup>, 30<sup>th</sup> and July 1<sup>st</sup>, 2024, at 143336 Southgate Road 14, Holstein, Ontario; and

**That** Council deem the Holstein Agro Expo and Rodeo as a municipally significant event and supports the Holstein Agro Expo and Rodeo committee in obtaining a Special Occasions Permit through the Alcohol and Gaming Commission of Ontario.

### **Background:**

The Holstein Agro Expo and Rodeo is an annual event held Canada Day weekend in the Holstein area which Council supports yearly.

### **Staff Comments:**

Staff received a request from organizers of the Holstein Agro Expo and Rodeo advising of their upcoming event with dates and times and several details of what to expect at the event. They are also requesting a resolution where Council deems their event of municipal significance as a requirement of applying for a special occasions permit (liquor license) through the Alcohol and Gaming Commission of Ontario (AGCO). Council has supported such requests in the past.

A requirement of obtaining a special occasion permit for a public event if you are not considered a not-for-profit or charitable organization is to submit a resolution of support deeming the event as a “municipally significant event” received from the local municipality.

Another requirement is to provide notice to the local Fire Department, the Municipal Building Department, Public Health and Police. The Committee has provided notice to all and further requested the appropriate permits needed through the Building Department.

The Township’s Special Public Event and Road Closure policy would not apply in this case as the event is not being held on municipal property and no road closures, etc. are required.

Staff recommend approval of deeming the event as municipally significant in order to support the Committee's efforts in obtaining a special occasion permit for their rodeo event.

**Financial Implications:**

There are no financial implications to the Township as a result of this report.

**Communications & Community Action Plan Impact:**

None.

**Concluding Comments:**

That Council receive this report as information and declares the Holstein Agro Expo and Rodeo a municipally significant event.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Lindsey Green, Clerk

**CAO Approval:** *Original Signed By*  
Dina Lundy, CAO

**Attachments:** None

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



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## **Staff Report CL2024-012**

**Title of Report:** **CL2024-012 – Purchase and Sale Agreement – Part 1, Part of Block 40, Plan 16M-5 – Uncle Tom Crescent**  
**Department:** **Clerks**  
**Branch:** **Legislative and Council Services**  
**Council Date:** **April 3, 2024**

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-012 for information; and  
**That** Council consider approval of By-law 2024-035 to enter into a purchase and sale agreement with Gregory and Margot Ford for lands identified as Part of Block 40, Plan 16M5, being Part 1, 16R-11941, Township of Southgate, Part of PIN 37288-0023.

### **Background:**

Staff reports [CL2023-024](#) and [CL2023-034](#) may be reviewed in detail for all background and relevant information to this purchase and sale agreement.

### **Staff Comments:**

Staff were directed to prepare a purchase and sale agreement between the Township and Gregory and Margot Ford for surplus lands on Uncle Tom Crescent, further described as Part of Block 40, Plan 16M5, being Part 1, 16R-11941, Township of Southgate, Part of PIN 37288-0023.

All aspects of the Sale and Other Disposition of Lands By-law have been followed and staff recommend approval of the Purchase and Sale agreement (included as Schedule A to By-law 2024-035, included in this agenda package).

### **Financial Implications:**

The Township will benefit financially from the sale of the lands.

### **Communications & Strategic Plan Impact:**

None.

### **Concluding Comments:**

That Council consider approval of By-law 2024-035 to enter into a purchase and sale agreement with Gregory and Margot Ford for lands on Uncle Tom Crescent.

Respectfully Submitted,

**Dept. Head:** **Original Signed By**  
Lindsey Green, Clerk

**CAO Approval:** **Original Signed By**  
Dina Lundy, CAO

**The Corporation of the Township of Southgate**  
**By-law Number 2024-035**

being a by-law to authorize a purchase and sale agreement between  
Gregory and Margot Ford and the Township of Southgate

**Whereas** the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

**Whereas** Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into a purchase and sale agreement with Gregory and Margot Ford.

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** the purchase and sale agreement between Gregory and Margot Ford and the Corporation of the Township of Southgate attached hereto as Schedule A, is hereby ratified, and confirmed; and
2. **That** the Mayor and the Clerk are authorized and directed to sign the agreement, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Council of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; and
3. **That** this by-law shall come into force and effect upon the final passing hereof.

**Read a first, second, and third time and finally passed this 3<sup>rd</sup> day of April, 2024.**

---

Brian Milne – Mayor

---

Lindsey Green – Clerk

**PURCHASE AND SALE AGREEMENT  
(hereinafter called the “PSA”)**

**THIS AGREEMENT** made as of the 3 day of April, 2024.

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE**

hereinafter called the “Vendor” of the FIRST PART;and

**GREGORY FORD AND MARGOT FORD**

hereinafter collectively called the “Purchaser” of the SECOND PART;

**WHEREAS** the Vendor is the owner, in fee simple, of lands and premises described in Schedule “A” of this agreement (the “Property”).

**AND WHEREAS** the Purchaser wishes to purchase the Property from the Vendor and the Vendor desires to sell the Property to the Purchaser;

**NOW THEREFORE IN CONSIDERATION** of the mutual covenants and promises in this Agreement, the parties agree as follows:

**SECTION I  
GENERAL**

1. In consideration of the agreement referred to in the preceding paragraph, the Purchaser shall pay a Purchase Price of Ten Thousand Dollars (\$10,000.00) to the Vendor. The Purchase Price shall be paid as follows:
  - a) One Thousand Dollars (\$1,000.00) (**a minimum of 10% of the purchase price**) is payable by the Purchaser by certified cheque or bank draft upon execution of this Agreement, to be held as a deposit on an interest-free basis by the Solicitor for the Vendor as a deposit pending completion of this transaction on account of the Purchase Price on completion, or if this Agreement is not completed through no fault of the Purchaser, the deposit shall be returned to the Purchaser without interest or deduction; and
  - b) The balance of the Purchase Price subject to adjustments and taxes, if any, shall be paid to the Vendor on the Completion Date, by certified cheque or bank draft or wire transfer using the Lynx high value payment system as set out and prescribed by the Canadian Payments Act (R.S.C., 1985, c. C-21) as amended from time to time.

## **SECTION II PURCHASE OF PROPERTY**

### **2. Irrevocable Date**

This PSA shall be open for acceptance by the Vendor until the XX, day of XX, 2024, after which time, if not accepted, this offer shall be null, and void and the deposit shall be returned to the Purchaser in full without interest.

### **3. Completion Date**

The closing of this transaction be completed no later than 5:00 p.m. on the XX, day of XX, 2024, (the "Completion Date") at which time possession of the Property in "as is, where is" condition shall be given to the Purchaser. The Vendor shall be entitled to extend the closing date by up to sixty (60) days by giving written notice to the Purchaser or its solicitor.

### **4. Council Approval**

This transaction is subject to compliance with Section 270 of the *Municipal Act, 2001* as amended and is conditional upon the approval of this transaction by the Council of The Corporation of the Township of Southgate in its sole and absolute discretion by by-law. Council approval shall be obtained on or before the Completion Date, or this agreement will be null and void and the deposit returned without interest or deduction.

### **5. Documents, Reports and Information**

Purchaser shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Vendor.

## **SECTION III CONDITIONS, REPRESENTATIONS AND WARRANTIES**

### **6. "As Is" Condition**

The Purchaser acknowledges that they are acquiring the Property in an "as is" condition and that the Vendor gives no representation or warranties with respect to the Property whatsoever including, but not limited to, the existing physical conditions of this Property, environmental conditions, fitness for any purpose, or the availability of municipal services and utilities necessary for the Purchaser's proposed use of the Property.

### **7. Zoning of the Property**

This agreement is conditional upon the Purchaser filing an application to rezone the Property from open space zoning to residential zoning. The Vendor hereby appoints the Purchaser as its agent during the term of this agreement to apply for this rezoning of the Property. If rezoning the Property in accordance with this paragraph cannot be concluded with the Vendor prior to the Completion Date, this agreement shall be at an end and neither party shall be under any liability to the other and the deposit shall be returned to the Purchaser without interest or deduction.

## 8. Future Use

It is the Purchaser's responsibility to confirm that the Purchaser's intended use of the Property is compliant with current zoning of it or if rezoning is necessary and other compliance requirements. Further, existing water courses or drainage ditches on the Property must be maintained and not altered to impact other landowner's properties.

## 9. Assignment

The Purchaser agrees that they shall not transfer, assign its rights, interests, liabilities and obligations under this Agreement without obtaining the consent of the Vendor, which may be refused at the Vendor's sole discretion.

### **SECTION IV PRIOR TO COMPLETION DATE**

## 10. Purchaser May Inspect the Property

- a) Purchaser acknowledges having had the opportunity to inspect the property and understands that upon acceptance of the Offer there shall be a binding agreement of purchase and sale between the Purchaser and Vendor (subject to any conditions as may be set out herein this Agreement).
- b) The Purchaser shall have the right to inspect the property one further time prior to completion, at a mutually agreed upon time, provided that written notice is given to the Vendor. The Vendor agrees to provide access to the property for the purpose of this inspection.

## 11. Insurance

All buildings on the property and all other things being purchased shall be and remain until completion at the risk of the Vendor. Pending completion, Vendor shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Purchaser may either terminate this Agreement and have its deposit returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion.

### **SECTION V COMPLETING THE TRANSACTION**

The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of the Vendor.

## 12. Electronic Registration

The parties agree that the transaction shall be completed by electronic registration pursuant to Part III of the *Land Registration Reform Act* as amended. The parties acknowledge and agree that the delivery and release of documents may, at the discretion of the lawyer: a)

not occur contemporaneously with the registration of the transfer/deed and other registerable documentation, and b) be subject to conditions whereby the lawyer receiving documents and/or money will be required to hold them in trust and not release them except in accordance with the terms of a document registration agreement between the respective lawyers. The Vendor and Purchaser irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Upper Canada.

### 13. Title

Purchaser shall accept title to the Property on an as is basis and without limiting the generality of the foregoing, the Purchaser specifically accepts title subject to (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities; (c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services. Save as to any valid objection going to the root of the title, Purchaser shall be conclusively deemed to have accepted Vendor's title to the property.

### 14. Adjustments

The Vendor agrees that the deposit, held by the Vendor shall be credited to the Purchaser in the Statement of Adjustments prepared for the Completion Date.

### 15. Harmonized Sales Tax

This sale of real property is subject to Harmonized Sales Tax (HST), which shall be in addition to the Purchase Price. The Vendor will not collect HST if the Purchaser provides to the Vendor a warranty that the Purchaser is registered under the Excise Tax Act ("ETA"), together with a copy of the Purchaser's ETA registration, a warranty that the purchaser shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Vendor in respect of any HST payable.

## **SECTION VI MISCELLANEOUS**

### 16. Entire Agreement

There is no representation, warranty, collateral agreement or condition affecting this Agreement of the Property other than expressed herein.

### 17. Tender

Any tender of documents or moneys hereunder may be made upon the solicitor acting for the party upon whom tender is desired, and it shall be sufficient that a negotiable, certified cheque may be tendered instead of cash.

## 18. Time of Essence

Time shall be of the essence of this Agreement.

## 19. Planning Act

This Agreement shall be effective only if the provisions of Section 50 of the *Planning Act*, R.S.O. 1990, as amended are complied with.

## 20. Notices

All notices in this Agreement shall be in writing and shall be deemed to have been given if delivered by hand or mailed by ordinary mail, postage prepaid, addressed to the solicitor for the person to whom such notice is intended to be given at the following address:

**Solicitor for the Vendor:**

Stutz Brown Self Professional Corporation  
269 Broadway  
Orangeville, ON L9W 1K8  
Contact: Stephen Christie  
Email: [schristie@sbslaw.ca](mailto:schristie@sbslaw.ca)  
Phone - 519-941-7500  
Fax - 519-941-8381

**Solicitor for the Purchaser:**

Lorne Campbell  
Barrister & Solicitor  
994 Country Club Cres.  
London ON N6C 5S1  
Email: [lawyerlorne@yahoo.ca](mailto:lawyerlorne@yahoo.ca)  
Phone - 519-668-0080  
Fax- 519-668-0081

If mailed, such notices must also be given by facsimile transmission on the date it was so mailed. If so given, such notices shall be deemed to have been received on the first businessday following the date it was delivered or marked mailed out.

## 21. Successors and Assigns

This Agreement shall be binding upon the parties hereto and their respective successors and assigns.

## 22. Schedules

The following Schedules shall form an integral part of this Agreement:

- a) Schedule "A" Description of Property

## 23. Counterparts

- a) This agreement may be signed in any number of counterparts, each of which is considered to be an original, and all of which are considered to be the same documents.

## 24. Severability

If any provision of this Agreement, or the application thereof to any circumstances, shall be held to be invalid or unenforceable, then the remaining provisions of this Agreement, or the application thereof to other circumstances, shall not be affected, and shall be valid and enforceable.

IN WITNESS WHEREOF the parties have executed this Agreement.

**GREGORY AND MARGOT FORD**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Gregory Ford

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Margot Ford

**We have the authority to bind this sale.**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE**

\_\_\_\_\_  
Witness

Per: \_\_\_\_\_  
Name: **Brian Milne**  
Title: **Mayor**

\_\_\_\_\_  
Witness

Per: \_\_\_\_\_  
Name: **Lindsey Green**  
Title: **Clerk**

**We have the authority to bind The Corporation  
of the Township of Southgate.**

**Schedule “A”**  
**Description of Property**

All and singular that certain parcel of land located within the Province of Ontario, County of Grey, Township of Southgate, identified as Part of Block 40, Plan 16M5, being Part 1, 16R-11941, Township of Southgate, [Part of PIN 37288-0023].



## **Staff Report PW2024-015**

**Title of Report:** PW2024-015 Dundalk 2024 Reserve Capacity  
**Department:** Public Works  
**Branch:** Water & Wastewater  
**Council Date:** April 3, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2024-015 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 2024 calculations.

### **Background:**

#### **Dundalk Drinking Water Reserve Capacity:**

The Drinking Water Reserve Capacity Calculation is based on the Source (Well production) Capacity, which is 4,778 m<sup>3</sup>/d, Well D3 (1,180) + Well D4 (1,637) + Well D5 (1,961). The Firm (Available) Capacity, which is the system capacity with the largest water source, Well D5 out of service, is 2,817 m<sup>3</sup>/d, this corresponds with the Permit To Take Water (PTTW) for the Dundalk Water system. (attached Triton Table #1).

The 2024 uncommitted drinking water reserve capacity Equivalent Residential Units (ERU's) is 1,714 ERU's, the number of single-family homes that could be serviced by the drinking water system remaining capacity.

#### **Dundalk Sewage Treatment Facility Reserve Capacity:**

The Dundalk Sewage Treatment Reserve Capacity 2024 wastewater uncommitted reserve capacity has increased from 343 ERU's to 464 Equivalent Residential Units, (attached Triton Table #2). This increase in available reserve capacity is a result of the number of occupied units increasing at a rate greater than the flow rate increasing, and the review of the flow monitoring program supporting the calculations.

As with the Water Reserve Capacity calculation, the 2024 committed ERU's are 408 residential units, which includes future lots to be serviced in White Rose Phase 3, Flato Phases 7,8, 10 & 11, Flato Glenelg Phase 1, and Flato Block 75 Apartments, (attached Triton Table #3).

The Draft Plan Approved, uncommitted development is currently at 1,139 ERU's.

**Staff Comments:**

There were 228 residential units occupied into the Dundalk municipal systems in 2023. The 2023 maximum day drinking water taking was 1,180 m3.

The commissioning of the Dundalk Water Tower in September 2023, is reflected in the report, increasing the storage volume and is sufficient to service the committed developments.

Flow monitoring of sanitary sewer manholes flows was conducted in 2018 and early 2019 to establish typical new development flow rates. This data has been analyzed and evaluated to establish a new development per capita flow to be used in the current and future wastewater reserve capacity calculations annually.

Extraneous flows have also been identified in this report, which considers precipitation, temperature, average daily drinking water consumption and the average day sewage flow measured at the influent headworks of the sanitary sewage treatment system. Table 4 consists of this data and information indicating that the sanitary sewer system is subject to groundwater infiltration and sump pump connections, a significant contributor to extraneous flows.

The Victoria Street reconstruction project includes construction of stormwater infrastructure to property line for the availability of sump pump connection outlet.

**Financial Implications:**

The 2024 Capital Budget includes the tendering and construction for the Dundalk Lagoon and Wastewater Treatment System upgrades and will increase wastewater reserve capacity for future growth and development.

Staff are applying for grant funding opportunities for the wastewater treatment upgrades.

**Communications & Strategic Plan Impact:**

**Priority: Operational Excellence**

**Goal:** Goal 12: Ensure diligent maintenance and long-term sustainability of Township assets and infrastructure

**Action Item:** 12e) Finalize the water/wastewater servicing strategy for planned urban growth, revise as needed and incorporate updates into the Township capital plan

**Concluding Comments:**

Staff recommends that Council receive Staff Report PW2024-015 for information, and that Council approve the recommendations for the endorsement of the report for the 2024 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 2024 Dundalk Water and Sewage Treatment Reserve Capacity calculations.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Jim Ellis, Public Works Manager

**Treasurer Approval:** *Original Signed By*  
Taylor McMann, Treasurer

**CAO Approval:** *Original Signed By*  
Dina Lundy, CAO

**Attachments:**

Attachment – Dundalk Water Supply and Sewage Treatment Systems 2024 Reserve Capacity Calculations



105 Queen Street West, Unit 14  
Fergus  
Ontario N1M 1S6  
Tel: (519) 843-3920  
Fax: (519) 843-1943  
Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • HARRISTON

March 22, 2024

Township of Southgate  
185667 Grey Road 9  
Dundalk, Ontario  
N0C 1B0

ATTENTION: Jim Ellis,  
Public Works Manager

RE: Township of Southgate  
Dundalk Water Supply and  
Sewage Treatment Systems  
2024 Reserve Capacity Calculations  
Our File: A4160(24)-R04

Dear Sir:

The attached tables outline the 2024 reserve capacity calculations for the water supply and sewage treatment systems in Dundalk. The reserve capacities have been calculated in accordance with Ministry of Environment and Conservation and Parks (MECP) guidelines. **228** new residential units were occupied within the municipal systems of Dundalk in 2023.

Table 3 provides a summary of Committed Developments which include White Rose Phase 3, the Flato West Apartment Building, Flato Phases 7-8, 10 and 11, Flato Glenelg Phase 1, totalling **408** equivalent residential units (ERUs). As Committed Units, these ERUs will not come out of the Uncommitted Reserve Capacity figures indicated on Table 1 and Table 2. Table 3: *Uncommitted Developments* further outlines the various potential developments that may or may not have been granted Draft Plan Approval, or are being considered, however have not been granted allocation.

#### **Water System:**

The three (3) year average maximum day demand of the water system increased from 1,008m<sup>3</sup>/d to **1,180m<sup>3</sup>/d** over the past year. The 2024 uncommitted reserve capacity of the water system is **1,714 ERU**. This is based on the Townships' amount of water taking permitted by the Permit to Take Water and committed developments as outlined in Table 3. The Permit to Take Water, indicates an allowable water taking of 2,817m<sup>3</sup>/day.

The Dundalk water system is a single pressure zone watermain distribution network that includes one newly constructed elevated water tower, one on-grade reservoir, three supply wells and the necessary

reservoirs required to achieve Chlorine Contact time. The current storage volume requirement is **1,539m<sup>3</sup>** which is below the system storage volume currently available of 5,360m<sup>3</sup>. Note: This current volume does include the reservoir at D3 (1,365m<sup>3</sup>).

The storage volume required to support the committed developments noted in Table 3 indicates that the existing available storage is expected to be sufficient to service the committed developments.

Refer to Table 1.0 and Table 1.1 for additional information.

#### **Sewage Treatment Facility:**

Table 2 summarizes the sewage treatment reserve capacity calculations for 2024. The three-year annual average day flow increased from 1,124 m<sup>3</sup>/d to **1,149m<sup>3</sup>/d**. Despite an increase in the serviced population in 2022, the 2024 Uncommitted Reserve Capacity for the sewage treatment facility has increased from 343 ERUs to **464** new development ERUs. The increase in available reserve capacity is a result of the number of occupied units increasing at a rate greater than the flow rate increasing.

The Dundalk Wastewater Treatment Facility expansion project is currently in the detailed design stage and is expected to increase the sewage treatment capacity to 3,025m<sup>3</sup>/day. The expectation is that this project will be tendered in 2024.

Refer to Table 2 for additional information regarding sewage treatment system reserve capacity calculations.

#### **Extraneous Flow:**

In conjunction with the reserve capacity calculations, we have completed a high-level assessment of the extraneous flows within the Dundalk sewage collection system. This assessment compares the precipitation, temperature, average day demand of water and the average day sewage flow measured at the WWTP on a monthly and yearly basis. The results indicate that the extraneous flows over and above the expected amount within a typical system is subject to some extraneous flow during the fall, winter and spring, with significant relationship between the wastewater flows and temperature increase. This is indicative of a system that is subject to groundwater infiltration. This is based on peaking of wastewater flows noted during the spring melt (i.e., April). Sump pump connections are likely a significant contributor.

#### **Recommendation:**

Following Council's review and adoption of the attached report, we would recommend that a copy of the report be forwarded to the MECP District Office in Owen Sound and the Grey County Planning Department. We trust you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Respectfully,  
Triton Engineering Services Limited



Dustin Lyttle, P. Eng.

cc: Dina Lundy, Township of Southgate  
Bev Fisher, Township of Southgate

**TABLE 1  
TOWNSHIP OF SOUTHGATE  
2024 RESERVE CAPACITY  
DUNDALK WATER SYSTEM**

DESCRIPTION	2023
1 Available Capacity <sup>1</sup>	2,817
2 Max Day Demand (m <sup>3</sup> /d) <sup>2</sup>	1,180
3 Reserve Capacity (m <sup>3</sup> /d) (1) - (2)	1,637
4 Serviced Occupied Households <sup>3</sup>	1,501
5 Persons Per Existing Residential Unit (2021 Census Data)	2.66
6 Population Served (4) x (5)	3,993
7 Maximum Day Per Capita Demand (m <sup>3</sup> /d) (2) ÷ (6)	0.296
8 Additional Population that can be Served (3) ÷ (7)	5,539
9 Person Per New Equivalent Residential Unit (2022 DC Background Study)	2.61
10 Additional ERUs that can be served. (8) ÷ (9)	2,122
11 Committed Development ERUs (Table 3)	408
<b>12 Uncommitted Reserve Capacity (ERUs) (10) - (11)</b>	<b>1,714</b>
<sup>1</sup> Available Capacity is based on lesser of Firm Capacity or Permit to Take Water. Firm capacity is 2,819m <sup>3</sup> /day, PTTW is 2,817m <sup>3</sup> /d. Well Production is 4,780m <sup>3</sup> /day.	
<sup>2</sup> Max day demand is the average of the maximum day demands from 2021, 2022 and 2023 (1,004, 1,115 and 1,421m <sup>3</sup> /d respectively). Maximum day demands have been adjusted to account for high demands during various infrastructure works, including water tower filling in 2023 and/or watermain breaks.	
<sup>3</sup> Serviced occupied households as reported in the 2023 Water Report.	

**TABLE 1.1  
TOWNSHIP OF SOUTHGATE  
2024 RESERVE CAPACITY  
DUNDALK WATER TOWER ASSESSMENT**

DESCRIPTION		2023
1	Existing System Storage (m <sup>3</sup> ) <sup>1</sup>	5,360
2	Three-Year Max Day Demand (m <sup>3</sup> /d) (Table 1)	1,180
3	Storage Required (m <sup>3</sup> ) (as per MECP Guidelines)	1,539
4	<b>Existing Surplus Storage Available (m<sup>3</sup>) (1) - (3)</b>	<b>3,821</b>
5	Committed Equivalent Residential Units (Table 3)	408
6	Storage Required to Service Committed Developments (m <sup>3</sup> )	1,727
7	<b>Additional Storage Available (m<sup>3</sup>) (1) - (6)</b>	<b>3,632</b>
<sup>1</sup> Total System Storage includes D3 (1,365m <sup>3</sup> ) and the Tower (3,995m <sup>3</sup> )		

**TABLE 2**  
**TOWNSHIP OF SOUTHGATE**  
**2024 RESERVE CAPACITY**  
**DUNDALK SEWAGE TREATMENT FACILITY**

DESCRIPTION	2023
1 Design Capacity of Sewage Treatment Facility (m <sup>3</sup> /d)	1,832
2 Average Day Flow <sup>1</sup> (m <sup>3</sup> /d) (Average of 2021, 2022 and 2023 Average Day Flows)	1,149
3 Reserve Capacity (m <sup>3</sup> /d) (1) - (2)	683
4 Average New Development Per Capita Flow <sup>2</sup> (m <sup>3</sup> /d)	0.300
5 Additional Population that can be Served (3) ÷ (4)	2,277
6 Person Per Equivalent Residential Unit (2022 DC Background Study)	2.61
7 ERU Flow Rate (m <sup>3</sup> /d) (4) x (6)	0.783
8 Additional ERUs that can be Served (5) ÷ (6)	872
9 Committed Development ERUs (Table 3)	408
<b>10 Uncommitted Reserve Capacity (ERUs)</b> <b>(7) - (8)</b>	<b>464</b>
<sup>1</sup> Average of the average day flows in 2021, 2022 and 2023 (1,220m <sup>3</sup> /day and 990m <sup>3</sup> /day and 1,237m <sup>3</sup> /day respectively).	
<sup>2</sup> As determined by new development flow analysis supported by flow monitoring program.	

**TABLE 3**  
**TOWNSHIP OF SOUTHGATE**  
**2024 RESERVE CAPACITY**  
**SUMMARY OF DUNDALK DEVELOPMENTS**

COMMITTED DEVELOPMENTS	TOTAL UNITS	UNITS OCCUPIED IN 2023	REMAINING UNITS AT END OF 2023
White Rose (Phase 3) <sup>1</sup>	30	0	30
Flato West Block 75 Apartment Building <sup>2</sup>	56	30	5
Flato East (7, 8 & 10)	188	68	120
Flato East (Phase 11) <sup>2</sup>	197	0	197
Flato East (Phase 11 - Block 344)	29	0	29
Glenelg (Phase 1)	183	130	22
ANNUAL INFILL LOTS <sup>3</sup>	5	0	5
SUB-TOTAL		228	408
TOTAL COMMITTED UNITS			408
UNCOMMITTED DEVELOPMENT	TOTAL UNITS		
White Rose (Phase 3)	47		
Flato East (Phase 9)	47		
Glenelg (Phase 2)	155		
Glenelg (Phase 3)	474		
Flato North West	416		
SUB-TOTAL	1,139		
<sup>1</sup> Partial allocation (30 of 77) of White Rose (Phase 3). 47 remain unallocated.			
<sup>2</sup> Apartment units based on assumption that each unit is 0.7 ERU.			
<sup>3</sup> 5 ERUs designated annually for residential infill Lots.			

**TABLE 4**  
**TOWNSHIP OF SOUTHGATE**  
**2024 RESERVE CAPACITY**  
**DUNDALK EXTRANEEOUS FLOWS**

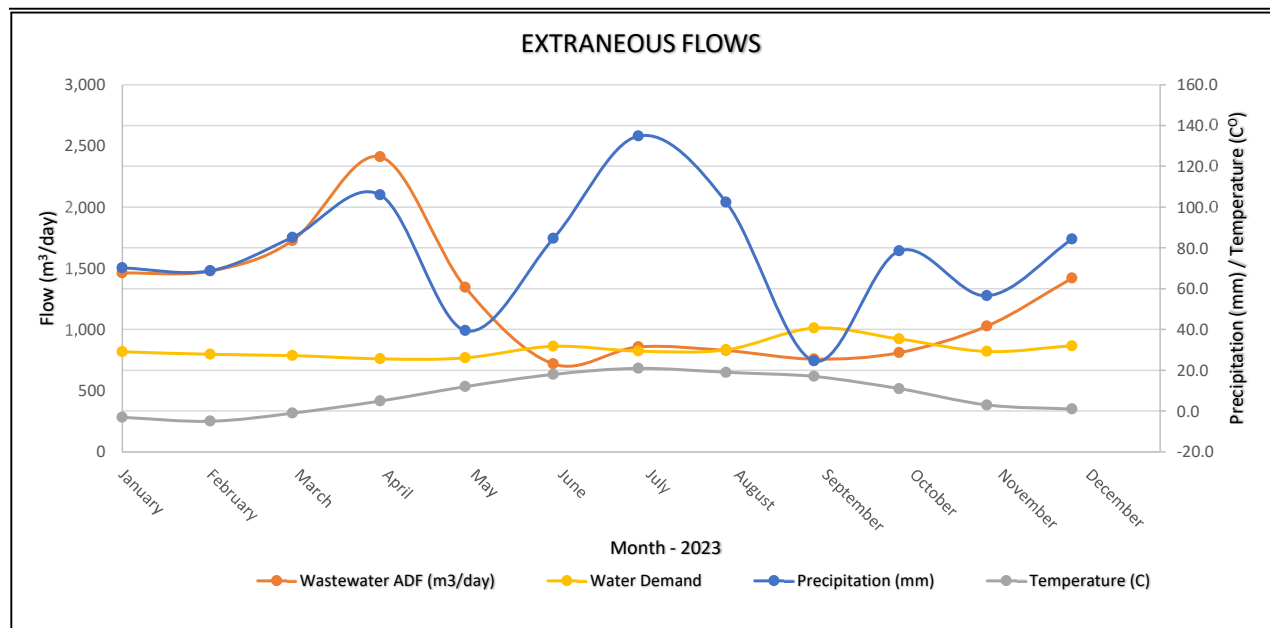
MONTH	PRECIPITATION (mm) <sup>4</sup>	AMBIENT TEMP. (C°) <sup>4</sup>	WASTEWATER ADF (m <sup>3</sup> /day)	WATER ADD (m <sup>3</sup> /day)	EXTRANEEOUS FLOW (m <sup>3</sup> /day) <sup>1</sup>
January-2023	70.2	-3.0	1,462	819	643
February-2023	68.8	-5.0	1,477	797	680
March-2023	85.2	-1.0	1,725	787	938
April-2023	106.0	5.0	2,411	760	1,651
May-2023	39.4	12.0	1,343	769	574
June-2023	84.6	18.0	720	863	0
July-2023	134.8	21.0	858	823	35
August-2023	102.4	19.0	828	834	0
September-2023	24.6	17.0	758	1,012	0
October-2023	78.6	11.0	812	923	0
November-2023	56.5	3.0	1,029	820	209
December-2023	84.3	1.0	1,421	867	554
<b>AVERAGE</b>			<b>1,237</b>	<b>840</b>	<b>440</b>
<b>REASONABLE ADF INCLUDING EXTRANEEOUS FLOW BASED ON POPULATION (m<sup>3</sup>/day)<sup>2</sup></b>					<b>1,437</b>
<b>EXTRANEEOUS FLOW OVER AND ABOVE REASONABLE AMOUNT(m<sup>3</sup>/day)</b>					<b>-200</b>
<b>EQUIVALENT RESIDENTIAL UNITS USED BY EXTRANEEOUS FLOWS (ERU)<sup>3</sup></b>					<b>-256</b>

<sup>1</sup> This is the Wastewater ADF minus the Water ADD, used to determine Sanitary Flow over and above expected.

<sup>2</sup> Expected infiltration is 60 Litres per person per day based on modified historic MOE Standard.

<sup>3</sup> Based on New Development Equivalent Residential Unit Sanitary Flow Rate.

<sup>4</sup> Data as available for the nearest Weather Station (Environment Canada - Daily Data Report Mount Forest).



**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report PL2024-024**

**Title of Report:** Amending Site Plan Agreement SP19/23, 2137569 Ontario Inc. Greenlid & C.C. Plastic Products, 101 Eco Parkway  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** April 3, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2024-024 for information; and  
**That** Council consider By-law 2024-032 to authorize entering to an amending site plan agreement with 2137569 Ontario Inc. Greenlid & C.C. Plastic Products; and  
**That** Council consider By-law 2024-033 to authorize entering into a final capacity allocation agreement with 2137569 Ontario Inc. Greenlid & C.C. Plastic Products, for lands at 101 Eco Parkway, Lots 235-236, Concession 2 SWTSR geographic Township of Proton.

**Property Location:** 2137569 Ontario Inc. Greenlid & C.C. Plastic Products 101 Eco Parkway, Lots 235-236, Concession 2 SWTSR geographic Township of Proton

### **Subject Lands:**

Bylaw 2022-031 of March 2, 2022, authorized the Mayor and Clerk to sign the original site plan agreement with the applicant to build the first 5,550 square meter warehouse building within the Dundalk Industrial Park. The Phase 1 water allocation was 6 Equivalent Residential Units while the sewer allocation was one ERU.

Phase 2 of the development is another 5,550 square meter building addition to the back of Phase 1. The Phase 2 water allocation is 188 ERU's and allocation for sanitary sewer 7 ERU. The significantly lower sanitary sewer allocation is due to water retention and recycling efforts within the processing lines. The amending site plan agreement provides for installing a remote electronic flow measuring device that allows the Township and Owner to monitor discharge into the sewage system.

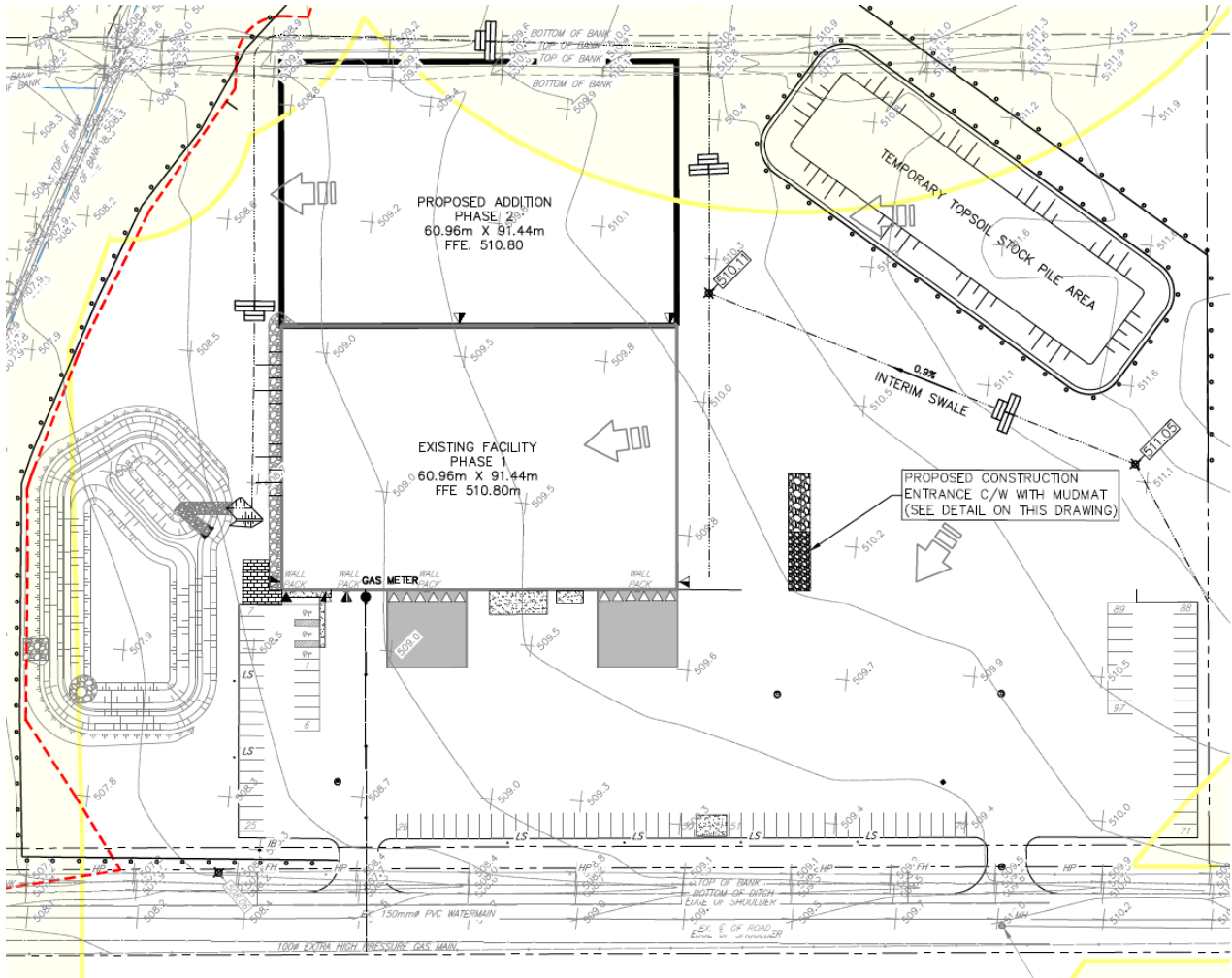
One of the site plans for Phase 2 is shown on the following page.

### **The Proposal:**

The following provisions are included in the amending site plan agreement attached to By-law 2024-032:

- The owner installing and maintaining all lateral connections to Township water, sewer, and storm connections for the building.
- \$50,000 security to ensure completion of required work (in CAO's possession)

- Approval of drawings showing grading, servicing, site layout, sediment and erosion control, storm water facility plan, and a Functional Servicing and Stormwater Management Report.
- Provisional allocation of 188 ERU water and 7 ERU sanitary sewer with flow monitoring so that water retention and recycling ensure low sanitary volumes.
- Monitoring and billing program for reduced sanitary flows, and requirement that ERU allocation is used by December 1, 2025.
- Completion date for Phase 2 April 23, 2026, terms in the original agreement continue to apply unless amended.



**Background:**

The Site Plan Control Area Bylaw 2021-111 designates all of the Township as a site plan control area and requires plans and drawings to be submitted for approval. Under [Bill 109](#) (April 14, 2022) Council delegated authority to approve plans and drawings to the Township Clerk with appropriate technical advice. The Chief Building Official, Public Works, Fire Department, Planning and Triton Engineering Services advised the Clerk that the various plans and technical study could be approved.

**Staff Review:**

Council is to consider authorizing the Mayor and Clerk to sign the standard amending site plan agreement and final capacity allocation agreement. While the Clerk is delegated the authority to approve the plans and drawings, technically Council must authorize the resulting site plan agreement in a directing by-law.

A standard form amending site plan agreement is attached to By-law 2024-032 with three schedules customized to reflect details of the development as follows:

- Schedule "A" legal description of the lands (agreement registered on title).
- Schedule "B" plans approved by the Township's authorized person (Clerk)
- Schedule "C" special conditions applicable to the site.

Because the site is connected to water and sanitary sewer, Schedule C includes the Provisional Allocation of Water and Sanitary Sewer. This implements the process outlined in the [Southgate Servicing Capacity Allocation & Retention Policy](#) and the [Township Sewer Use Bylaw](#). Before a building permit is issued a standard form final allocation agreement is signed (at the end of the Policy). The authorizing bylaw will allow the Mayor and Clerk to sign the final capacity allocation agreement.

**Provincial Policy Statement:** Section 1.1.4.1 promoting healthy and viable rural areas, diversification of the economy and supporting the agricultural land base.

**Township Official Plan:** Industrial and Hazard Land

**Zoning By-law:** General Industrial-1 (M1) and Environmental Protection

**Concluding Comments:**

Triton's Senior Planner recommends Council approve a bylaw to authorize the Mayor and Clerk to sign the following:

- Amending Site Plan Agreement dated April 3, 2024.
- Final Capacity Allocation Agreement dated April 3, 2024.

The applicant/owner will be responsible for providing all needed information to obtain any necessary approval from the Grand River Conservation Authority, and to file all plans and fees needed for a building permit with the Chief Building Official.

Respectfully Submitted,

**Triton Engineering  
Services Senior Planner:**

***Original Signed By***

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[Bill White, MCIP RPP]

**CAO Approval:**

***Original Signed By***

---

Dina Lundy, CAO

**Attachments:** None.

The Corporation of the Township of Southgate  
By-law Number 2024-032

**Being a by-law to authorize the execution of a Site Plan Control  
Amending Agreement**

**Whereas** Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

**Whereas** all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

**Whereas** the Council of the Township of Southgate deems it expedient to enter into a Site Plan Amending Agreement with the owner,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

- 1. That** an Amending Site Plan Agreement between 2137569 Ontario Inc. and the Township of Southgate for the development of all and singular lands lying and being in the Province of Ontario, County of Grey, Township of Southgate known as Part Lot 235-236 Concession 2 SWTSR, Being Parts 1 & 6, Plan 16R11609, subject to an Easement over Part 1 in GY70526, Geographic Village of Dundalk. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
- 2. That** the Mayor and Clerk are authorized to sign the Site Plan Amending Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
- 3. That** the Clerk is authorized and directed to cause notice of the Site Plan Amending Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
- 4. That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 3<sup>rd</sup> day of April 2024.

Read a third time and finally passed this 3<sup>rd</sup> day of April 2024.

---

Mayor – Brian Milne

---

Clerk- Lindsey Green

**THE CORPORATION OF  
THE TOWNSHIP OF SOUTHGATE  
AMENDING SITE PLAN AGREEMENT**

**THIS AGREEMENT** made in this 3<sup>rd</sup> day of April, 2024

Between:

**2137569 Ontario Inc.**  
(hereinafter called the "Owner" OF THE FIRST PART)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE  
(hereinafter called the "Township" OF THE SECOND PART)

**WHEREAS** the Owner represents to be the registered owner of those lands and premises in the Township of Southgate in the County of Grey, more particularly described in Schedule "A";

**AND WHEREAS** the Owner entered into a Site Plan Agreement with the Township **adopted by By-law 2022-031 on March 2, 2022** (the "Site Plan Agreement") with respect to developing the Lands described in Schedule "A";

**AND WHEREAS** the Township has enacted a Site Plan Control Area By-law pursuant to the Planning Act RSO 1990, as amended;

**AND WHEREAS** pursuant to the Planning Act RSO 1990, as amended the Township appointed an officer to approve such plans and drawings submitted for site plan approval and said officer may also establish conditions on site plan approval;

**AND WHEREAS** the Owner has applied to the Township for an amendment to the Site Plan Agreement under the provisions of the *Planning Act*, R.S.O., 1990, c.P.13 with respect to additional works to be completed pursuant to the development of the site (hereinafter called the "Works");

**AND WHEREAS** the terms of a Site Plan Agreement may be amended or varied by a written document signed by both parties and registered against the Lands;

**AND WHEREAS** the Owner agree to complete all works, material, matters, and things required to be done, furnished, and performed in the manner hereinafter described in connection with the proposed use of the subject lands, including any special provisions or conditions, if applicable, as outlined in Schedule "C";

**AND WHEREAS** the covenants in this Agreement are binding upon the Owner and when registered on title are binding upon all successors in title;

**NOW THEREFORE WITNESSETH THAT** in consideration of the approval of the plans by the Township officer for the development of the subject and the sum of ONE (\$1.00) DOLLAR of lawful money of Canada receipt whereof of which is hereby acknowledged, the Owner hereby agrees with the Township as follows:

1. That the Original Site Plan Agreement is amended by adding the following to the end of Section V Part 9

"The Owner is responsible for ensuring that all lateral water, sanitary and storm sewer connections to municipal services within the Township public right of way are designed, installed and maintained in accordance with the requirements and standards of the Township. In the absence of a Township

standard the Owner shall ensure that Ontario Specifications and Standards for Public Works (OPS) including OPS Drawings (OPSD) and OPS Specifications (OPSS), or any other relevant standard or code are met.

- 2. The Owner acknowledges that the security required by the Original Site Plan Agreement Section V Part 14 Schedule "C" shall be reduced/replaced with security in the amount of Fifty Thousand Dollars (\$50,000) such security to be provided in the same form as required by the original Site Plan Agreement, and held by the Township until completion of the works described in Schedule "B" to this Amending Site Plan Agreement.
- 3. The Owner agrees that the completion date in Section VI Part 2 in the original Site Plan Agreement shall be amended to April 23, 2026 for all works described in Schedule "B" to this Amending Site Plan Agreement.
- 4. That the drawings/documents in Schedule "B" to this Amending Site Plan Agreement shall be the applicable drawings/documents for the Phase 2(a) site development works which amend as applicable the drawings/document from the Original Site Plan Agreement.
- 5. The Owner acknowledges and agrees to the terms and conditions regarding the Township's Provisional Allocation of water and sanitary sewer specified in Schedule "C" to the agreement."
- 6. All other terms, conditions, and provisions of the original Site Plan Agreement shall remain unchanged and shall continue in full force and effect and time shall remain of the essence.
- 7. The Parties agree that within 30 days of its execution this Amending Site Plan Agreement shall be registered on title to the lands described in Schedule "A" as provided for by the Planning Act, R.S.O., 1990, as amended, at the expense of the Owners, and upon registration the Owner shall provide a registered copy of same to the Township,

**IN WITNESS WHEREOF** the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

**AND IN WITNESS WHEREOF** the natural parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND  
DELIVERED

**OWNER**  
21375

Per:   
James Fallis Gott

Date: 2024 March 12  
I have authority to bind the Corporation

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE**  
Per:

\_\_\_\_\_  
Brian Milne, Mayor

Per: \_\_\_\_\_  
Lindsey Green, Clerk

Date: \_\_\_\_\_  
We have authority to bind the Corporation

### **Schedule A**

All and singular that certain parcel or tract of land and premises situate, lying and being in the Province of Ontario, County of Grey Township of Southgate and being composed of

Part Lot 235-236 Concession 2 SWTSR, Being Parts 1 & 6, Plan 16R11609, Subject to an Easement over Part 1 In GY70526, Geographic Village of Dundalk

## **Schedule "B"**

### **APPROVED SITE PLANS**

#### **The approved drawings/documents for Phase 2a**

##### **Drawings;**

The following drawings were prepared for Ice River Sustainable Solutions development entitled "Construction of Proposed Industrial Facility Eco Parkway, Dundalk" dated December 15, 2023 prepared by Triton Engineering Services Limited;

- SG-01; Site Grading Plan
- SS-01; Site Servicing Plan
- SP-01; Site Plan
- ESC-01; Sediment Erosion Control Plan
- LP-02; Landscape Plan
- SWM-01: Storm Water Management Facility Plan

##### **Documents;**

Report entitled "Proposed Industrial Facility, Eco Parkway, Community of Dundalk, Township of Southgate, Ontario. Functional Servicing and Stormwater Management Report". Prepared for Ice River Sustainable Solutions, dated January 25, 2024.

Without limiting the generality of the foregoing, all of the specifications and requirements contained in the approved plans and drawings described in Schedule "B" which is on file at Southgate's Municipal Office, shall be adhered to and satisfied by the Owner to the satisfaction of Township.

## **Schedule "C"**

There following special provisions are applicable to the lands described In Schedule "A" for the development described by the documents and drawings listed in Schedule "B" to this agreement:

### **1. Provisional Allocation of Water and Sanitary Sewer**

The Township agrees to an Additional Provisional Allocation of 188 Equivalent Residential Units (125 cubic metres per day) water consumption and 7 Equivalent Residential Units (10 cubic metres per day) volume of discharge into the sanitary sewer collection system subject to the terms and conditions stipulated in the Southgate Servicing Capacity Allocation & Retention Policy and the Township Sewer Use Bylaw.

The Owner acknowledges that its estimated sanitary sewer discharge volume is significantly lower than the water usage on the basis that they Owner will install and maintain water retention and recycling equipment to re-use and recycle waste water in such a way as to minimize flow into the Township sanitary sewer collection system.

### **2. Monitoring of Sanitary Sewer**

Prior to issuance of a building permit for the work described in Schedule "B" to this Amending Site Plan Agreement the Owner agrees as follows:

- a) to execute the Township's Final Capacity Allocation Agreement to define the final terms of the Owner's access to the Township's water and sanitary sewer services; and
- b) to complete at the Owner's sole cost and expense and to the Township's sole satisfaction the following:
  - i) Install at the lot line within a manhole a remote electronic flow measuring device that allows the parties to monitor daily effluent flow from the Owners operations into the Township's sanitary sewer collection system. The flow measuring device should be able to measure the quantity of discharge into the sanitary sewer collection system.
  - ii) Provide to the Township monthly written reports of daily, weekly and monthly flow volumes which may be submitted electronically in a signed pdf or other format to the Township Public Works Manager.
  - iii) Immediately advise the Township Public Works Manager of any failure, minor or major, that may occur in the water recycling technology that might result in increased flow above the specified allocation into the Township's sanitary sewer collection system.
  - iv) The Owner agrees that the Township may monitor effluent quality discharged into the sanitary sewer collection system to ensure compliance with Township and Provincial regulations is met.

### **3. Term of Provisional Allocation Water and Sanitary Sewer Allocation**

If the Owner has not completed requirements of the Site Plan Agreement and amendments, does not execute the Township's Final Capacity Allocation .

Agreement and/or fails to use the allocated water and sanitary sewer by the Township by December 1, 2025 the Township at its sole discretion may advise the Owner in writing that all or part of its Phase 2a water and sanitary sewer Allocation is revoked.

The Township's Final Capacity Allocation Agreement will stipulate that the Owner will pay applicable base rate charges for both water and sewer, water consumption based on the Township's Neptune water meter read, and wastewater consumption based on the meter read on the flow monitoring device installed under Schedule "C" 2 (ii), provided the Township is supplied by the Owner a verified reading of wastewater flows from the said monitoring device on the day the Township completes its bi-monthly billing cycle. If a verified reading of wastewater flows is not supplied by the Owner to the Township, the Owner will be responsible for paying the bill according to the Township's normal billing procedure.

#### **4. Failure to Comply**

If the Owner fails to comply with any provisions of this Amending Site Plan agreement and specifically with regard to the requirements specified in Schedule "C", water and sewer allocation by:

- a) Exceeding the water and sanitary sewer allocation
- b) Not installing an electronic flow device, failing to provide monthly reports, or notifying the Township of any system failures as provided for in Schedule "C" Part 2, or
- c) Any other action deemed by the Township to seriously impact on operation of the entire water supply and sanitary sewer collection/treatment system

will result in the Township immediately providing notice in writing and requesting the matters to be resolved within 90 days. Should the matters not be resolved within 90 days, the Township at its sole discretion may advise the Owner in writing that the unused portion of the Phase 2a water and sanitary sewer allocation may be clawed back to the actual use to a minimum allocation of the Phase 1 allocation amount of 6 ERU Water and 1 ERU Wastewater.

The Owner agrees the Township may take any expenses incurred in enforcing the provisions of the Amending Site Plan Agreement, the Provisional Allocation in Schedule "C" or the Final Allocation Agreement from the \$50,000 security required under Part 2 of this Amending Site Plan Agreement.

The Corporation of the Township of Southgate  
By-law Number 2024-033

**Being a by-law to authorize an agreement between 2134569 Ontario Inc. and  
The Corporation of the Township of Southgate**

**Whereas** the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers, and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

**Whereas** Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into an agreement with Flato Dundalk Meadows Inc.,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** the agreement between 2134569 Ontario Inc. and The Corporation of the Township of Southgate, attached hereto as Schedule A is hereby ratified and confirmed; and
2. **That** the Mayor and Clerk are hereby authorized and directed to sign the Agreement, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; and
3. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by- law shall prevail.

Read a first and second time this 3<sup>rd</sup> day of April 2024.

Read a third time and finally passed this 3<sup>rd</sup> day of April 2024.

---

Mayor – Brian Milne

---

Clerk- Lindsey Green

## FINAL CAPACITY ALLOCATION AGREEMENT

Made in Duplicate this 3<sup>rd</sup> day of April 2024.

**BETWEEN:**

**2137569 Ontario Inc.**  
**Greenlid and C.R. Plastic Products**  
**101 Eco Parkway**  
**DUNDALK ON N0C 1B0**  
(hereinafter referred to as the “Developer”)

AND

**THE CORPORATION OF THE**  
**TOWNSHIP OF SOUTHGATE**  
**185667 Grey Road 9**  
**Dundalk, ON N0C 1B0**  
(hereinafter referred to as the “Township”)

**WHEREAS** the Township of Southgate (“**Township**”) has available or plans for increasing Water and Wastewater servicing capacity to supply existing and future development in the Village of Dundalk “Dundalk”.

**AND WHEREAS**, a new development is proposed in Dundalk and as such the development has requested in writing to the Township water and wastewater servicing capacity be allocated subject to availability.

**NOW THEREFORE** the Parties hereto agree:

1. That the Township of Southgate will allocate an additional 188 Equivalent Residential Units (6 ERU original allocated) of Water and 7 Equivalent Residential Units (1 ERU original allocated) of Wastewater Reserve Servicing Capacity.
2. That the Developer accepts this allocation of water and wastewater Residential Units of Reserve Servicing Capacity based on the conditions set out in this agreement, and the amending site plan agreement between the parties dated March 12, 2024.
3. That this Final Capacity Allocation Agreement shall have a term expiring December 1, 2025, following which this agreement and the Reserve Servicing Capacity allocation shall expire unless extended by the Township.
4. That the Final Capacity Allocation Agreement may be extended for an additional one-year term based on evidence of site development progress.
5. That the Developer accepts that at its sole discretion the Township may not agree to extend a Final Capacity Allocation Agreement in whole or in part, if in the opinion of Township, site development progress has not progressed sufficiently to reflect 50 (fifty) percent occupancy or use of the allocated servicing capacity.
6. That the Developer acknowledges that any payments to be made or works with respect to the project’s allocation of Final Capacity by the Developer required by the

Township must be completed to maintain this agreement in force and affect. The payments and /or works required are listed in the attached Schedule A documents that forms part of the agreement document or provides reference to the original site plan agreement, amending site plan agreement or any other previous agreement that has been previously approved by the Developer and Township Council by municipal by-law.

7. This Agreement shall be binding on the parties hereto and their heirs, executors, administrators, or assigns.

**IN WITNESS WHEREOF** the Parties hereto have affixed their respective hands and seals.

**SIGNED, SEALED AND DELIVERED**

**IN THE PRESENCES OF:**

  
\_\_\_\_\_  
2137569 Ontario Inc.

Name: James Fallis Gott

Title: Chief Executive Officer

March 19, 2024

Date:

*I have authority to bind the Corporation.*

**The Corporation of the Township of Southgate**

\_\_\_\_\_  
Mayor: Brian Milne

\_\_\_\_\_  
Clerk: Lindsey Green

*We have authority to bind the Corporation.*

\_\_\_\_\_  
Date:

**Schedule A**  
**Listing of Payments and Works for the**  
**Development Project Final Capacity Allocation**

Payments Listing required prior to the Capacity Allocation:

1. The Owner will pay applicable base rate charges for both water and sewer, water consumption based on the Township's Neptune water meter read, and wastewater consumption based on the meter read on the flow monitoring device installed under the terms of the amending site plan agreement provided the Township is supplied by the Owner a verified reading of wastewater flows from the said monitoring device on the day the Township completes its bi-monthly billing cycle.
2. If a verified reading of wastewater flows is not supplied by the Owner to the Township, the Owner will be responsible for paying the bill according to the Township's normal billing procedure.
3. Any other payment stipulated by agreement executed between the parties.

Project Development Works required prior to Capacity Allocation:

1. Install at the lot line within a manhole a remote electronic flow measuring device, reviewed, and accepted by the Township Engineer, that allows the parties to monitor daily effluent flow from the Owners operations into the Township's sanitary sewer collection system. The flow measuring device should be able to measure the quantity of discharge into the sanitary sewer collection system.
2. Provide to the Township monthly written reports of daily, weekly, and monthly flow volumes which may be submitted electronically in a signed pdf or other format to the Township Public Works Manager.
3. Immediately advise the Township Public Works Manager of any failure, minor or major, that may occur in the water recycling technology that might result in increased flow above the specified allocation into the Township's sanitary sewer collection system.
4. The Owner agrees that the Township may monitor effluent quality discharged into the sanitary sewer collection system to ensure compliance with Township and Provincial regulations is met.

Note: Please reference and Site Plan Agreement, Site Plan Amending Agreement

Monthly Statistics Report		
	Feb 2023	Feb 2024
New Patrons	19	23
Library Visits	1,107	1,257
Circulation	1,392	1,446
Phone Calls	70	63
Reference/Reader's Advisory	2	3
Programs	41	37
Program Participation	524	481
Social Media Reaches	11,953	9,271
Social Media Total Likes	245	497
E-material Circulation	320	465
E-resource Usage	26	14
ILL Circulation – Received	18	18
ILL Circulation – Requests	46	41
Computer/iPad Usage	125	131
Wi-Fi	38	87
Tech Help	13	14

### CEO Updates:

This month we celebrated two cultural events. For Black History Month, the Library partnered with Junctionian Community Initiatives to host Author's in Conversation. We had six local Black authors share their stories and experiences. We had 48 people in attendance and over 400 views online. Thank you to the participating authors and JCI for helping us with a wonderful event!

Lunar New Year was the second cultural event we hosted. We celebrated by making a paper lantern craft, practicing Chinese calligraphy, learning to use chopsticks, and a dragon craft for the Year of the Dragon. We also had traditional Chinese treats to serve. Thank you to May Ip from the Grey Bruce Chinese Heritage and Culture Association for your assistance.

### Programs and Events:

- Baby and Toddler Story Time is well received with new members joining.
- The kids enjoyed this month's STEAM program by conducting a Magic Milk experiment, a Lava Lamp experiment and a build your own popsicle stick catapult.
- In February, the kids created friendships rocks as an afternoon craft.
- For the PD Day movie kids enjoyed the new Paw Patrol movie – The Mighty Movie.
- In February, 17 classes visited the library from kindergarten to grade 7.
- The Teens finished their winter reading challenge. Congratulations to the winner!
- For Black History Month, the teens sampled cultural food and played games.
- The teens are enjoying the Intro to Short Film 4-week series.
- The teens made gemstone pendants this month, showing their creative side.
- To celebrate Lunar New Year, the adults watched Everything Everywhere All At Once.
- This month, library staff showcased how to Use LinkedIn Learning.
- Knitting Club continues to be busy every Thursday night.
- Our Crafternooners made a light up picture with a Valentine's Day theme.





**Township of Southgate**  
**Conference, Workshop/Seminar & Training Policy #2**  
**Council and Staff Education Evaluation Report**  
**Council, Training, Seminars & Professional Development/Self Study**

<b>Participant's Name:</b>		<b>Deputy Mayor Barbara Dobreen</b>					
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<b>Course/Workshop/Conference:</b> Annual Politicians Meeting - 2024	<b>Overall Evaluation:</b> <table style="width: 100%; text-align: center;"> <tr> <td style="width: 16.6%;">Excellent</td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;">Good</td> <td style="width: 16.6%;"><input checked="" type="checkbox"/></td> <td style="width: 16.6%;">Average</td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;">Poor</td> </tr> </table>	Excellent		Good	<input checked="" type="checkbox"/>	Average		Poor
Excellent		Good	<input checked="" type="checkbox"/>	Average		Poor		
<b>Association/Institution Provider:</b> Bruce and Grey Federations of Agriculture	<b>Name of Instructor:</b> Speakers from organizations across Agri-Food Industry							
<b>Dates Attended: (if online, indicate online)</b> Saturday, March 23, 2023 - 10 a.m. to 3:00 p.m.								
<b>Purpose of Attending:</b> This annual workshop is an opportunity for all levels of government to collectively receive input from representatives of the Bruce and Grey Federations of Agriculture, AG commodities, planners and green energy speakers, so we may better understand the issues and opportunities in the AG sector. The presentations, videos and speaker notes are available upon request.								
<b>Please summarize the contents and the main points of the course: (Attach additional pages if necessary)</b> A great deal of information was packed into just 5 hours. I encourage readers to review the latest edition of the Real Dirt on Farming (copies available). There was much conversation about latest green energy and battery storage facility proposals as well as the loss of AG lands to development.  With over 750,000 Ontarians working in the agri-food industry, the AG industry is vast and contributes over \$47 billion annually to the Ontario GDP. A familiar message was heard about the continued labour shortage and the need for seasonal farm workers. Farmers continue to be good stewards of their land and invest significant financial and tech resources to reduce greenhouse gases while increasing production.								
<b>Will you use this information in your role? If yes, explain how:</b> With urban sprawl and the continued push for urban expansion, we need to understand that farm land can't easily be created. Being open to higher density and infill lots will be more important in addressing the need for more affordable and attainable housing options. As of Right housing (ARUs) could create issues of conflict with neighbours and most certainly water and waste water capacity, but could also serve to help sustain farmers as they age in place and allow young farmers to be involved.								
<b>Do you recommend that other Council Members/Staff attend this course? If so, who and why?:</b> Yes. Concern was raised that the agricultural voice is being lost at the municipal table. This annual workshop helps elected officials unfamiliar with the Agri-Food industry understand its contribution and consider the impacts of policy decisions that may come forward including minor variances, severances and urban expansion.								
<b>Should similar course material be presented in house? If yes, by whom?</b> The OFA and GCFA are always happy to share their expertise and perspective.								
<b>Signature:</b> <i>Barbara Dobreen</i>	<b>Date:</b> 23-Mar-24							



**Township of Southgate**  
**Minutes of Police Service Board**

January 16, 2024  
9:00 AM  
Electronic Participation

Members Present: Member Brian Milne (Arrived at 9:06 AM)  
Member Allen Dobreen  
Member Jim Ferguson (Arrived at 9:09 AM)

Staff Present: Holly Malynyk, Legislative and Records Management  
Coordinator

Others Present Inspector Paul Richardson, Detachment Commander  
PC Alexis MacNeill

**1. Call to Order**

Recording Secretary Holly Malynyk called the meeting to order at  
9:07AM

**2. Confirmation of Agenda**

**Moved By** Brian Milne  
**Seconded By** Member Dobreen

**Be it resolved that** the Board confirm the agenda as amended to  
include the election of the Chair and Vice Chair of the Police Services  
Board.

**Carried**

**3. Appointment of Chair**

**Moved By** Member Ferguson  
**Seconded By** Member Dobreen

**Be it resolved that** the Board appoint Member Milne as Chair of the Police Services Board for the 2024 year.

**Carried**

Member Milne assumed the Chair.

**4. Appointment of Vice Chair**

**Moved By** Member Ferguson

**Seconded By** Member Dobreen

**Be it resolved that** the Board appoint Member Dobreen as Vice Chair of the Police Services Board for the 2024 year.

**Carried**

**5. Declaration of Pecuniary Interest**

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

**6. Adoption of Minutes**

**Moved By** Member Ferguson

**Seconded By** Member Dobreen

**Be it resolved that** the Board approve the minutes from the November 19, 2023 Police Service Board meeting as presented.

**Carried**

**7. Business Arising**

**7.1 PSB2024-001 Community Safety and Policing Act, 2019  
Grey Bruce Detachment Joint Board Update**

**Moved By** Member Dobreen

**Seconded By** Member Ferguson

**Be it resolved that** Council receive Staff Report PSB2024-01 for information; and

**That** the Township of Southgate Police Services Board hereby supports the timeline outlined herein; and

**That** the Township of Southgate Police Services Board recommends that Council appoint one member to represent the

Township of Southgate on the Grey Bruce Detachment Joint Board.

**Carried**

**8. Detachment Commander's Report**

**Moved By** Member Ferguson

**Seconded By** Member Dobreen

**Be it resolved that** the Detachment Commander's Report be received for information.

**Carried**

**9. Correspondence**

**Moved By** Member Dobreen

**Seconded By** Member Ferguson

**Be it resolved that** the Board receive the items of Correspondence dated January 16, 2024 for information.

**Carried**

**9.1 Crime Stoppers of Grey Bruce Coordinator Report -  
October to December 2023-Q4**

**9.2 Crime Stoppers of Grey Bruce - Winter 2024 Tipster**

**10. New / Unfinished Business**

None.

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

None.

**12. Confirmation of Next Meeting**

Tuesday March 19, 2024 at 9:00AM via Zoom.

### **13. Adjournment**

**Moved By** Member Dobreen

**Seconded By** Member Ferguson

**Be it resolved that** the Board adjourn the meeting at 9:41AM.

**Carried**

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Chair Brian Milne

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Recording Secretary Holly Malynyk



**Township of Southgate**  
**Minutes of Committee of Adjustment**

February 28, 2024  
9:00 AM  
Electronic Participation

Members Present: Member Brian Milne  
Member Barbara Dobreen  
Member Martin Shipston  
Member Monica Singh Soares (left the meeting at 9:30 AM and did not return)  
Member Joan John

Members Absent: Member Jason Rice  
Member Jim Ferguson

Staff Present: Lindsey Green, Clerk  
Elisha Milne, Secretary-Treasurer  
Victoria Mance, Junior Planner

Others Present: Bill White, Senior Planning Consultant Triton Engineering

**1. Call to Order**

Chair Dobreen called the meeting to order at 9:01 AM.

**2. Confirmation of Agenda**

**Moved By** Member John

**Seconded By** Member Shipston

**Be it resolved that** the Committee confirm the agenda as presented.

**Carried**

### **3. Declaration of Pecuniary Interest**

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

### **4. Adoption of Minutes**

**Moved By** Member Milne

**Seconded By** Member John

**Be it resolved that** the Committee approve the minutes from the November 22, 2023 Committee of Adjustment meeting as presented; and

**That** the Committee approve the minutes from the January 24, 2024 Committee of Adjustment meeting as presented.

**Carried**

### **5. Hearing**

#### **5.1 A3-23 - Southgate Sheep, Con 13 Lot 31, Geographic Township of Proton, Township of Southgate**

##### **5.1.1 Application and Notice of Public Hearing**

**The Purpose** of the proposed variance is to allow a 8.54 meter by 4.88 meter coverall type storage addition to the existing 225.5 square meter workshop approved as an On Farm Diversified Use OFDU for part of the site under Bylaw 2020-096. The proposed addition would be 7.0 meters from the side lot line and partly outside the area zoned Agricultural Exception (A1-462) for the OFDU. The required side yard is 15 meters minimum. A minor variance of 8.0 meters on minimum side yard is proposed.

**The Effect** of the proposed minor variance is to permit construction of coverall type addition beside the existing 225.5 square meter workshop just outside the area zoned for On Farm Diversified Use.

##### **5.1.2 Comments Received from Agencies and the Public**

Planning Consultant Bill White reviewed comments received from the County of Grey, Historic Saugeen Metis,

Southgate Public Works, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

#### **5.1.3 Applicant or Agent**

The applicant or agent were not in attendance.

#### **5.1.4 Committee Member Questions**

Member Singh Soares inquired about future development plans for the property and the safety and accessibility of the property for EMS purposes and Planning Consultant Bill White provided clarification.

Chair Dobreen asked for clarification regarding the size of outdoor storage space and Planning Consultant Bill White provided a response.

#### **5.1.5 Comments and Planning Report**

Planning Consultant Bill White reviewed his planning report and presented the intent of the proposal to the Committee Members.

#### **5.1.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the application.

#### **5.1.7 Further Questions from the Committee**

Member Shipston questioned the proposal and if the proposed location for the coverall storage is the only viable location for the applicant, and Planning Consultant provided a response.

#### **5.1.8 Approval or Refusal**

**Moved By** Member Milne

**Seconded By** Member Shipston

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-011 for information; and that the application for minor variance be approved subject to the following conditions:

1. **That** the covered storage space be considered part of the 600 square meters outdoor storage approved in rezoning bylaw 2020-096.

**Carried**

## **5.2 A6-23 - Jim Junker, Con 14 PT LOT 10 RP 16R10081 PART 2, Geographic Township of Egremont, Township of Southgate**

### **5.2.1 Application and Notice of Public Hearing**

**The Purpose** of the proposed Minor Variance is to recognize an addition to an existing structure with an interior side yard of 10.9 meters. The required interior side yard in section 6.2(e) of the zoning bylaw in an Agricultural-1 Zone is 15.0 meters minimum. A minor variance of 4.1 meters is requested on interior side yard.

**The Effect** of the proposed minor variance application would be to provide relief from the required interior side yard to permit the building addition maintaining the same interior side yard as the existing structure.

### **5.2.2 Comments Received from Agencies and the Public**

Planning Consultant Bill White reviewed comments received from the County of Grey, the Historic Saugeen Metis, Southgate Public Works Department, the Saugeen Valley Conservation Authority. There was one comment received from Doris and Keith Aitken, who were not in support of or opposition of the proposal however they wanted to make note of a registered easement through the proposed property.

### **5.2.3 Applicant or Agent**

The applicant or agent were not in attendance.

### **5.2.4 Committee Member Questions**

Member Shipston inquired about the plan of survey that was included on the agenda and clarification was provided.

### **5.2.5 Comments and Planning Report**

Planning Consultant Bill White reviewed his planning report and presented the intent of the proposal to the Committee Members.

### **5.2.6 Members of the Public to Speak**

Doris Aitken was in attendance and not in opposition or support of the application just wanted to note that the building has already been constructed.

### **5.2.7 Further Questions from the Committee**

Chair Dobreen inquired about the building already being constructed and Member John questioned same and the implications of such and Planning Consultant Bill White provided a response.

### **5.2.8 Approval or Refusal**

**Moved By** Member Milne

**Seconded By** Member Singh Soares

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-012 for information; and that the application for minor variance be approved subject to one condition:

1. **That** any requirements of the Saugeen Valley Conservation Authority fill and construction permit be met.

**Carried**

Member Singh Soares left the meeting at 9:30 AM and did not return.

## **5.3 A8-23 - Brian and Ashley Maes, Plan 321 Lot 4 Main E, Geographic Township of Proton, Township of Southgate**

### **5.3.1 Application and Notice of Public Hearing**

**The Purpose** of the Minor Variance is to address encroachment of an existing deck built in the required front yard setback to provide access to the front of the

home. The applicant's existing deck projects 1.8 meters into the front yard. Section 5.1(h) of the Zoning Bylaw permits unenclosed porches and decks to project 1.0 meter maximum into any required yard provided such projection is not more than 2.0 meters high. A variance of 0.8 meters is required on maximum permitted projection for an unenclosed deck into a required front yard.

**The Effect** of the Minor Variance is to recognize an existing deck built in the required front yard setback as access into the existing home.

### **5.3.2 Comments Received from Agencies and the Public**

Planning Consultant Bill White reviewed comments received from County of Grey, the Historic Saugeen Metis, Southgate Public Works Department, and the Saugeen Valley Conservations Authority. There were no comments received from member of the public.

### **5.3.3 Applicant or Agent**

The agent was in attendance and available for any questions.

### **5.3.4 Committee Member Questions**

There were no questions from Members of the Committee.

### **5.3.5 Comments and Planning Report**

Planning Consultant Bill White reviewed his planning report and presented the intent of the proposal to the Committee Members.

### **5.3.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the application.

### **5.3.7 Further Questions from the Committee**

There were no further comments from Members of the Committee.

### **5.3.8 Approval or Refusal**

**Moved By** Member Shipston  
**Seconded By** Member John

**Be it resolved that** Committee of Adjustment receive  
Staff Report PL2024-013 for information; and  
**That** the application for minor variance be approved.

**Carried**

**6. Adjournment**

**Moved By** Member Milne  
**Seconded By** Member John

**Be it resolved that** the Committee adjourn the meeting at 9:36 AM.

**Carried**

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Chair Barbara Dobreen

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Secretary-Treasurer Elisha Milne



## **Township of Southgate**

### **Minutes of Public Planning Meeting**

February 28, 2024  
1:00 PM  
Electronic Participation

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

Members Absent: Councillor Jason Rice  
Councillor Jim Ferguson

Staff Present: Dina Lundy, Chief Administrative Officer  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
Elisha Milne, Legislative and Planning Coordinator  
Victoria Mance, Junior Planner

Others Present: Bill White, Senior Planning Consultant Triton Engineering  
Becky Hillyer, County of Grey Intermediate Planner

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

Mayor Milne called the meeting to order at 1:00 PM.

#### **2. Public Meeting**

**2.1 C19-23 and OPA2-23 - Township of Southgate, Cemetery Lands, Con 3 SWTSR PT LOT 229 & 230 RP 17R1638 Part 2 RP 16R8057 Part 1, Geographic Township of Proton, Township of Southgate**

##### **2.1.1 Background**

**The Purpose** of the proposed Official Plan Amendment is to designate approximately 0.87ha (2.15ares) of land from Rural to Neighbourhood Area to include the parcel within the settlement area of Dundalk and allow for the severance of 2.29ha of land to be merged with the adjacent farm. The purpose of the zoning bylaw amendment application is to zone approximately 2.29ha (5.67 acres) of the subject lands to facilitate the lot addition to the adjacent farm. The zone proposed will be an exception zone that will mirror that of the Ministers Zoning Order so that the lands proposed to be merged will have the same zoning provisions. The retained lands will remain unchanged.

**The Effect** of the proposed Official Plan Amendment will be to include 0.87ha of land within the settlement area of Dundalk and allow for the severance of 2.29ha of land to be merged with the abutting farm parcel to the north. The effect of the zoning by-law amendment would be to change the zoning symbol on a portion of the property from Community Facility (CF) to Residential Exception (RX-XXX). This exception is proposed to mirror that of the abutting MZO regulations. There are no changes proposed for the retained cemetery lands.

### **2.1.2 Application and Notice of Public Meeting**

Grey County Intermediate Planner Becky Hillyer confirmed that proper notice was given in accordance with the Planning Act.

### **2.1.3 Comments Received from Agencies and the Public**

Planning Consultant Bill White reviewed comments received from the Historic Saugeen Metis, the Saugeen Ojibway Nation, Southgate Public Works Department, Enbridge Gas, and the Grand River Conservation Authority. There was one comment received from McMillan and Jack Funeral Home.

#### **2.1.4 Questions from Council**

Councillor Singh Soares had comments regarding maintaining the respect and integrity of the cemetery lands and asked for clarification about the current use of the lands and Planning Consultant Bill White and Public Works Manager Jim Ellis provided a response. Councillor Singh Soares further requested clarification on the size of the land that is being swapped for this proposal and the preservation of the current cemetery and CAO Dina Lundy and County of Grey Intermediate Planner Becky Hillyer provided clarification.

Councillor Shipston commented regarding cemetery space, the use and addition of a columbarium and Public Works Manager Jim Ellis provided clarification.

Councillor John questioned the status of the Archaeological Assessment and thanked County of Grey intermediate Planner Becky Hillyer on her explanation.

#### **2.1.5 Applicant or Agent**

CAO Dina Lundy, Clerk Lindsey Green, and Public Works Manager Jim Ellis provided an in-depth description and background information regarding the proposal and were available for any questions. County of Grey Intermediate Planner Becky Hillyer also presented the County Official Plan Amendment application (County OPA 20) and was available for any questions.

#### **2.1.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the proposed application. A member of the public inquired if the lands that are to be acquired by the Township will be a suitable use as a cemetery. Another member of the public inquired if the Bereavement Authority of Ontario had been consulted.

#### **2.1.7 Further Questions from Council**

Deputy Mayor Dobreen questioned the studies that will be required for the lands that the Township is to acquire because of this proposal and County of Grey intermediate Planner Becky Hillyer provided clarification.

Councillor Singh Soares requested clarification on why these lands were chosen for the proposal and CAO Dina Lundy provided clarification.

## **2.2 C1-24 - Edward and Mary Acheson, Con 3 SWTSR LOT 211 to 213, Geographic Township of Proton, Township of Southgate**

### **2.2.1 Background**

**The Purpose** of the application is to recognize minimum lot area of 12 hectares for the retained parcel as a condition of Consent application B1-22 while the current zoning requires minimum lot area of 40 hectares.

**The Effect** of the proposed zoning by-law amendment is to implement a condition of Consent for application B1-22.

### **2.2.2 Application and Notice of Public Meeting**

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

### **2.2.3 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the Historic Saugeen Metis, the County of Grey, Southgate Public Works Department, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

### **2.2.4 Questions from Council**

Councillor Shipston inquired about any constraints that may be placed on the property and Planning Consultant Bill White provided comments.

Deputy Mayor Dobreen asked for clarification on the size of the subject parcels and the Township Official Plan

designation and Planning Consultant Bill White and Junior Planner Victoria Mance provided clarification.

#### **2.2.5 Applicant or Agent**

The applicant was in attendance and available for any questions.

#### **2.2.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

#### **2.2.7 Further Questions from Council**

There were no further questions from Members of Council.

### **2.3 C2-24 - JFAB MFG Inc., Property Address, Geographic Township of**

#### **2.3.1 Background**

**The Purpose** of the application is to amend the zoning bylaw for two reasons:

1. Address a condition of Consent Application B8-23 dividing the subject lands into a severed farm parcel on the north part with 18.5 hectares lot area and a retained farm parcel on the south part with 20 hectares lot area when current zoning requires 40 hectares lot area.
2. Proposal on the future 18.5 hectare severed farm parcel on the north part of the subject lands to permit an On Farm Diversified (Dry Industrial) Use, including Wood Working, Metal Working, and fabricating, manufacture of concrete and related supplies and the like. The proposed use including office, lunchroom and power room would occupy up to 750m<sup>2</sup> floor area of a proposed structure with outside storage not to exceed 500m<sup>2</sup>.

**The Effect** of the proposed zoning by-law amendment would be to establish new zoning on the entire subject property permitting minimum lot area of 18.5 hectares and

allow an agricultural exception zone on part of the north farm lot permitting an On Farm Diversified (Dry Industrial) Use.

### **2.3.2 Application and Notice of Public Meeting**

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

### **2.3.3 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the County of Grey, Enbridge Gas, the Historic Saugeen Metis, and the Southgate Public Works Department. There were no comments received from members of the public.

### **2.3.4 Questions from Council**

Deputy Mayor Dobreen asked for clarification on the size of the parcels and the size requirement to support and On Farm Diversified Use (OFDU) and the creation of new parcels and adding additional OFDU's and Junior Planner Victoria Mance and Planning Consultant Bill White provided a response.

Councillor Singh Soares had questions if any concerns had been raised with metal works shops in the rural setting and Planning Consultant Bill White provided clarification.

Councillor Shipston mentioned that a majority of the property is zoned Environmentally Protected on the parcel and raised some concerns that the On Farm Diversified Use (OFDU) remain a secondary use to the farming operation and Planning Consultant Bill White provided a response.

### **2.3.5 Applicant or Agent**

The applicant and agent were not in attendance.

### **2.3.6 Members or the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

#### **2.3.7 Further Questions from Council**

There were no further questions from Members of Council.

### **3. Adjournment**

The meeting adjourned at 2:05 PM.

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Mayor Brian Milne

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Clerk Lindsey Green



## Grand River Conservation Authority

Summary of the General Membership Meeting – March 22, 2024

*To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.*

### Action Items

*The Board approved the resolutions in the following reports as presented in the agenda:*

- GM-03-24-29 - Financial Summary
- GM-03-24-18 - Guelph Lake Nature Centre Tender Award
- GM-03-24-16 - 2024 Replacement Vehicle Purchase
- GM-03-24-17 - Road Site Preparation and Surface Treatment Tender
- GM-03-24-19 - Monitoring and Maintenance of Alarm Systems, CCTV, and Control Access Systems
- GM-03-24-20 - Byng Island Concession Stand to Washroom Renovation
- GM-03-24-21 - 2024-2026 Cottage Lot Curbside Garbage and Recycling Materials Collection, Processing, and Disposal Contract
- GM-03-24-27 - Implementation of Legislative and Regulatory Changes under the Conservation Authorities Act - Ontario Regulation 41/24
- GM-03-24-28 - Proposed By-law 1-2024
- GM-03-24-22 - Bridgeport Dike Capacity Improvement Environmental Assessment Study Contract Budget Increase
- GM-03-24-31 - Requests for Proposals - Engineering Consulting Services, Permits and Plan Review

### Information Items

*The Board received the following reports as information:*

- GM-03-24-26 - Cash and Investment Status
- GM-03-24-24 - Conservation Areas Revenue and Expenses
- GM-03-24-25 - Seasonal Camping Program and Byng Island Seasonal Camping Plan Update
- GM-03-24-23 - Landowner Stewardship Grant Funding Agreement Renewals
- GM-03-24-30 - Current Watershed Conditions

### Correspondence

*The Board received the following correspondence:*

- Paul Salvini, Grand River Conservation Foundation Chair - Guelph Lake Nature Centre Support
- Minister of Natural Resources and Forestry – Provincial Offences Act Officer Designations

### Source Protection Authority

*The General Membership of the GRCA also acts as the Source Protection Authority Board. No meeting was held this month.*

*For full information, please refer to the [March 22 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following approval at the next meeting of the General Membership.*

*You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.*

## FOR IMMEDIATE RELEASE – March 18<sup>th</sup>, 2024

***Saugeen Valley Conservation Authority announces launch of data visualization platform, made possible by RBC Foundation through RBC Tech for Nature, for the Shared Knowledge for Climate Action Initiative***

**SAUGEEN WATERSHED, ONTARIO** – Bruce, Dufferin, Huron, Grey, and Wellington Counties.

With support from the RBC Foundation through RBC Tech for Nature, Saugeen Valley Conservation Authority (SVCA) has acquired a data visualization tool and the support necessary for assembling and performing a detailed review of precipitation, snow, and surface water quality data, thereby granting the public ready access to the extensive environmental data amassed by SVCA.

For decades, SVCA has been dedicated to collecting data on surface water, precipitation, and snow at dozens of locations throughout the watershed. This funding opportunity has enabled SVCA to offer this data in a format compliant with the *Accessibility for Ontarians with Disabilities Act* (AODA), enhancing data transparency. Such openness in data sharing empowers community groups, environmental organizations, local governments, universities, and various stakeholders to further their knowledge in watershed management, and advance climate change initiatives.

*“RBC is committed to accelerating the transition to a greener economy by supporting new ideas, technologies and partnerships that solve pressing environmental challenges,”* said Thea Silver, Senior Director, Environmental Impact, RBC. *“We’re proud to support Saugeen Valley Conservation Authority and their work through the Shared Knowledge Through Climate Action Initiative, which aims to provide the public with access to environmental data, support climate change initiatives and foster informed decision-making regarding water resources.”*

This milestone initiative marks a significant advancement in the dissemination of public knowledge and the improvement of SVCA's existing water resources management program.

For more information about the Tech for Nature program, please visit: [www.RBC.com/techfornature](http://www.RBC.com/techfornature)

To view the data, please visit: [www.saugeenconservation.ca/data](http://www.saugeenconservation.ca/data)

**For more information, please contact:**

Ashley Richards, Communications Coordinator, Saugeen Valley Conservation Authority

Email: [a.richards@svca.on.ca](mailto:a.richards@svca.on.ca)

Cell: 519-364-1255 ext. 238

[www.saugeenconservation.ca](http://www.saugeenconservation.ca)

March 26, 2024

## GBPH advises residents to protect their visual health during solar eclipse

Grey Bruce Public Health is urging residents to resist the temptation to look directly at the sun during the upcoming solar eclipse and take steps to safeguard their visual health during this relatively rare celestial event.

On April 8, 2024, parts of southern and eastern Ontario will experience a total solar eclipse for the first time since 1925. Grey-Bruce will be outside of the so-called Path of Totality – a narrow area where the moon will completely block out the sun – but will still experience a partial eclipse.

The eclipse is expected to begin at about 2 p.m. and continue until 4:30 p.m. The eclipse will peak around 3:20 p.m.

It is never safe to stare directly at the sun, but it may be tempting to do so during a solar eclipse.

Looking directly at the sun during an eclipse can cause retinal burns, blurred vision, and/or temporary or permanent loss of visual function, according to the [Ontario Association of Optometrists](#). Damage to the eyes can occur without any sensation of pain.

Grey Bruce Public Health advises the following:

- **Do not look directly at the sun without proper eye protection during the solar eclipse.** Looking at even a small sliver of the sun before or after the eclipse without proper eye protection can harm vision.
- Keep a close eye on children and other vulnerable family members during the eclipse to ensure they do not inadvertently look up at the sun without proper eye protection.

A healthier future for all.

101 17<sup>th</sup> Street East, Owen Sound, Ontario N4K 0A5 [www.publichealthgreybruce.on.ca](http://www.publichealthgreybruce.on.ca)

519-376-9420

1-800-263-3456

Fax 519-376-0605

- To safely view the eclipse, ISO-certified eclipse glasses that meet the ISO 12312-2 international safety standard must be worn. Ensure these glasses are in good condition, without any wrinkles or scratches, and that they fully cover the entire field of vision. Put on the glasses when looking away from the sun, then look at the eclipse. Look away from the sun before taking the glasses off.
- Regular sunglasses or homemade filters will not protect the eyes.
- It is not safe to view the eclipse through a camera/phone lens, telescope, binoculars, or any other optical device.

Other ways to safely experience the solar eclipse include watching a [livestream](#) of the event or creating and using an [eclipse box or pinhole projector](#).

Anyone experiencing temporary vision loss or blurred vision during or after the eclipse should speak with their eye care professional or healthcare provider as soon as possible.

Anyone experiencing blindness (immediate or delayed) after viewing the eclipse must seek emergency care immediately.

More information on the upcoming eclipse is available on [GBPH's website](#).

**For More Information:**

To connect with the Medical Officer of Health or the program manager, please contact:  
Denis Langlois, Communications Co-ordinator,  
Grey Bruce Public Health,  
519-376-9420 or 1-800-263-3456 ext. 1315,  
[Communications@publichealthgreybruce.on.ca](mailto:Communications@publichealthgreybruce.on.ca)

**Ministry of Natural  
Resources and Forestry**

Office of the Minister

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-314-2301

**Ministère des Richesses  
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301



354-2024-169

March 27, 2024

Lindsay Green  
Clerk  
Township of Southgate  
c/o [hmalynyk@southgate.ca](mailto:hmalynyk@southgate.ca)

Dear Lindsay Green:

Thank you for sharing the Township of Southgate Council's resolution regarding the recent Minister's Direction which extends the timeframe during which conservation authorities may not change fees for development review and permitting activities to December 31, 2024.

This direction was issued in keeping with the government's commitment to reduce fees that impact housing prices or other types of development that support quality of life for Ontarians. The total impact of fees charged across the range of different government bodies can be significant. Addressing Ontario's housing crisis requires commitment from all levels of government, the private sector and non-government organizations.

I look forward to working collaboratively with conservation authorities in the upcoming year as we address the housing supply crisis and strive to make life more affordable for Ontarians, while continuing to protect Ontario families, communities and critical resources.

Thank you again for writing.

Sincerely,

The Honourable Graydon Smith  
Minister of Natural Resources and Forestry

c. Rick Byers, MPP, Bruce–Grey–Owen Sound



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, March 19, 2024

Resolution # RC24067	Meeting Order: 10
Moved by: <i>Cathy Cannon</i>	Seconded by: <i>M Hatfield</i>

**RESOLVED THAT** Council of the Municipality of Wawa does hereby support the Resolution passed by the Municipality of St- Charles passed on February 21, 2024, regarding Guaranteed Livable Income attached hereto and;

**FURTHERMORE, BE IT RESOLVED THAT** a copy of this Resolution be sent to Prime Minister Justin Trudeau; Premier Doug Ford; Minister of Children, Community and Social Service, Ryan Williams; the Association of Municipalities of Ontario (AMO); our local Member of Parliament, Carol Hughes, our local Member of Provincial Parliament, Michael Mantha and all Ontario Municipalities.

RESOLUTION RESULT	RECORDED VOTE		
<input checked="" type="checkbox"/> CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/> DEFEATED	Mitch Hatfield		
<input type="checkbox"/> TABLED	Cathy Cannon		
<input type="checkbox"/> RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/> PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/> WITHDRAWN	Joseph Opato		

**Disclosure of Pecuniary Interest and the general nature thereof.**

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: \_\_\_\_\_

MAYOR – MELANIE PILON	CLERK – MAURU O'NEILL
<i>M. Pilon</i>	<i>Mauru O'Neill</i>

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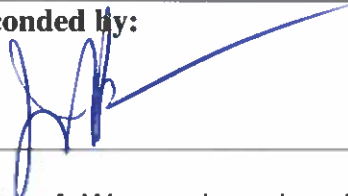


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, March 19, 2024

Resolution # RC24068	Meeting Order: 11
Moved by: 	Seconded by: 

**RESOLVED THAT** Council of the Municipality of Wawa does hereby support the Resolution passed by the Town of Lincoln passed on February 28, 2024, regarding Urgent Need for Increased Funding to Libraries and Museums in Ontario, a copy of which is attached hereto and;

**FURTHERMORE, BE IT RESOLVED THAT** a copy of this Resolution be circulated to Premier Doug Ford, the Minister of Tourism, Culture and Sport, Neil Lumsden, Association of Municipalities of Ontario (AMO), and all municipalities on Ontario.

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/> CARRIED		MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/> DEFEATED		Mitch Hatfield		
<input type="checkbox"/> TABLED		Cathy Cannon		
<input type="checkbox"/> RECORDED VOTE (SEE RIGHT)		Melanie Pilon		
<input type="checkbox"/> PECUNIARY INTEREST DECLARED		Jim Hoffmann		
<input type="checkbox"/> WITHDRAWN		Joseph Opato		

**Disclosure of Pecuniary Interest and the general nature thereof.**

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: \_\_\_\_\_

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
	

This document is available in alternate formats.



March 22<sup>nd</sup>, 2024

The Honourable Lisa Thompson  
Ministry of Agriculture, Food and Rural Affairs  
11th Floor  
77 Grenville St.  
Toronto, ON M5S 1B3

**RE: Township of Adelaide Metcalfe – Request to Increase Tile Drain Loan Limit**

Dear Minister Thompson,

On March 18, 2024, the Township of Adelaide Metcalfe Council approved the following resolution:

*WHEREAS farm drainage is of paramount importance in Ontario due to its significant impact on agricultural productivity and sustainability. Effective drainage systems help mitigate waterlogging, control soil moisture levels, and enhance soil structure, thereby optimizing growing conditions for crops;*

*WHEREAS improved drainage also facilitates timely field operations, reduces erosion, and minimizes nutrient runoff, contributing to environmental conservation efforts;*

*WHEREAS Ontario's diverse agricultural landscape, where weather variability is common, well-maintained drainage systems play a crucial role in ensuring stable yields, economic viability, and long-term resilience for farmers across the Province;*

*WHEREAS the Tile Loan Drainage Act, R.S.O 1990, c. T.8 allows for the borrowing of money for the purpose of constructing drainage works;*

*WHEREAS the maximum annual limit for these loans, unchanged since 2004, is currently set at \$50,000.*

*WHEREAS costs for Tile Drainage has increased markedly since 2004;*

*NOW THEREFORE the Council of the Township of Adelaide Metcalfe requests that the Province through the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) consider increasing the maximum annual Tile Loan limit to a minimum of \$100,000.*

*AND THAT this resolution be circulated the Honourable Lisa Thompson – Ministry of Agriculture, Food and Rural Affairs (OMAFRA), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario municipalities.*

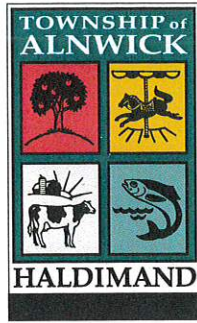
Your consideration of Council's request is appreciated.

Kind regards,

A handwritten signature in dark ink, appearing to be 'MB', with a long horizontal line extending to the right.

Michael Barnier  
Clerk & Manager of Legislative Services  
Township of Adelaide Metcalfe  
[mbarnier@adelaidemetcalfe.on.ca](mailto:mbarnier@adelaidemetcalfe.on.ca)

Cc: Association of Municipalities of Ontario (AMO)  
Rural Ontario Municipal Association (ROMA)  
All Ontario Municipalities



March 27, 2024

Tammy J. Godden, Clerk (Clerks@stcharlesontario.ca)  
The Municipality of St. Charles  
2 King Street East, P.O. Box 70  
St. Charles, ON P0M 2W0

Dear Ms. Godden:

**RE: Support of Resolution – Municipalities Retaining Surplus Proceeds from Tax Sales**

This is to advise that the Council of the Corporation of the Township of Alnwick/Haldimand at their Regular Council Meeting on September 5th, 2023, passed the following resolution supporting the Municipality of St. Charles Resolution and the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions:

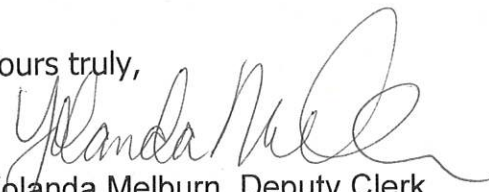
Moved by Councillor Greg Booth, seconded by Councillor Mike Ainsworth;

*"Be it resolved that Council support the correspondence from the Municipality of St. Charles regarding retention of surplus proceeds from tax sales; and*

*Further that Council direct staff to forward a copy of this resolution to the County of Northumberland and all Ontario municipalities."*

CARRIED

Yours truly,

  
Yolanda Melburn, Deputy Clerk  
Township of Alnwick/Haldimand  
905-349-2822 ext. 32  
[ymelburn@ahtwp.ca](mailto:ymelburn@ahtwp.ca)  
Encl.

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 10.3.

**Resolution Number** 2023-151

**Title:** Resolution Stemming from May 17, 2023 Regular Meeting of Council (Item 9.1 - Correspondence #9 and 15) and from the June 21, 2023 Regular Meeting Council (Item 9.1 - Correspondence #19)

**Date:** July 19, 2023

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**Moved by:** Councillor Loftus

**Seconded by:** Councillor Lachance

**WHEREAS** prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

**AND WHEREAS** the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles supports the Corporation of the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions;

**AND BE IT FURTHER RESOLVED THAT** this Resolution be circulated to the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO), the local Member of Provincial Parliament (MPP); and, all Ontario Municipalities.

**CARRIED**

  
MAYOR

March 28, 2024

Please be advised that during the regular Council meeting of March 26, 2024 the following resolution regarding support for 'a call to action' to meet the deadline of an Accessible Ontario by 2025 was carried.

**RESOLUTION NO. 2024-151**

**DATE:** March 26, 2024

**MOVED BY:** Councillor MacNaughton

**SECONDED BY:** Councillor Pennell

**WHEREAS** the Accessibility for Ontarians With Disabilities Act (AODA) is ground-breaking legislation, created to help people with disabilities fully participate in society, bring them to the table in crafting regulations, and build mechanisms to enforce standards;

**WHEREAS** Rich Donovan, an expert in accessibility issues, was appointed as the Independent Reviewer of the Act in 2022, and in his 2023 legislative review declared a crisis as a necessary catalyst to get Ontario back on track for accessibility;

**WHEREAS** at least 2.9 million Ontarians currently live with a disability, representing at least 22% of the consumer base and the workforce, but due to barriers, Ontarians with disabilities are too often falling short of their full potential;

**WHEREAS** the AODA aims to develop, implement and enforce standards related to goods, services, accommodation, employment and buildings before Jan. 1, 2025, and municipalities, as the level of government closest to the people are at the front lines, developing, implementing and enforcing these standards without meaningful guidance on its implementation and/or enforcement by the Province;

**WHEREAS** people with disabilities and advocates, including Prince Edward County's Accessibility Advisory Committee, note the slow pace of current and previous Ontario governments in implementing the AODA and there are growing concerns there will be no renewed push to keep accessibility issues at the forefront after 2025;

**WHEREAS** Prince Edward County is dedicated and committed to creating a welcoming environment so that all people may have equitable access to programs, goods, services and facilities, but making investments to achieve the AODA

standards has been challenging given the lack of consistent and stable funding for municipalities to remove accessibility barriers;

**THEREFORE BE IT RESOLVED THAT** the Council of Prince Edward County strongly encourages action on the part of the Provincial Government to urgently:

- a) create a "Municipal Accessibility Fund" for municipalities to develop, implement and enforce AODA standards related to goods, services, accommodation, employment and buildings. Such a fund could be modeled after the Canada Community-Building Fund or the Ontario Cannabis Legalization Implementation Fund on a per household basis;
- b) to commit to working with municipalities to implement the Donovan Review immediate crisis recommendations;

**AND FURTHER THAT** the Mayor write a letter in support of this resolution to the Minister of Seniors and Accessibility, and that a copy of this resolution be sent to the Premier of Ontario, the Minister of Seniors and Accessibility, the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario, and the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor MacNaughton, Councillor Pennell, and Marcia Wallace, CAO

**The Corporation of the Township of Southgate**  
**By-law Number 2024-034**  
**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 3, 2024**

**Whereas**, Section 5(1) of the Municipal Act 2001, S.O. 2001, c.25, as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

**Whereas**, Section 5(3) of the Municipal Act 2001, S.O. 2001, c.25, as amended provides municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas**, it is deemed expedient that the proceedings of the Council Meeting held on April 3, 2024 are confirmed and adopted by By-law;

**Now Therefore** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Township of Southgate at its Council Meeting held on April 3, 2024 in respect to each motion and resolution passed, reports received, and direction given by the Council at the said meeting, are hereby adopted and confirmed.
2. That the Mayor and the proper officials of the Corporation of the Township of Southgate are hereby authorized and directed to do all things necessary to give effect to the said action of the Council of the Corporation of the Township of Southgate.
3. That the Mayor (or Deputy Mayor) and the Clerk (or Deputy Clerk) are authorized and directed to execute all documents necessary in that behalf and are authorized and directed to affix the Seal of the Corporation of the Township of Southgate to all such documents.
4. That this by-law shall come into force and take effect upon being passed by Council.

**Read a first, second and third time and finally passed this 3<sup>rd</sup> day of April 2024.**

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Brian Milne - Mayor

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Lindsey Green – Clerk