



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

October 2, 2024  
9:00 AM  
Holstein Council Chambers

Members Present: Mayor Brian Milne  
Deputy Mayor Barbara Dobreen  
Councillor Jason Rice (Arrived at 9:01AM)  
Councillor Jim Ferguson  
Councillor Martin Shipston  
Councillor Joan John  
Councillor Monica Singh Soares

Staff Present: Dina Lundy, Chief Administrative Officer  
Lindsey Green, Clerk  
Kayla Best, HR Manager  
Ken Melanson, Senior Manager, Development &  
Community Services  
Victoria Mance, Junior Planner  
Holly Malynyk, Legislative and Records Coordinator

Others: Bill White, Senior Planning Consultant Triton Engineering

**1. Call to Order**

Deputy Mayor Dobreen called the meeting to order at 9:00AM.

**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. 2024-453

**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**

**6.1 Delegation - Foodcycler Municipal Solutions - Food Cycle Science, Maddy From**

No. 2024-454

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive the Foodcycler Solutions delegation presented by Maddy From as information.

**Carried**

**7. Adoption of Minutes**

No. 2024-455

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** Council approve the minutes from the September 18, 2024 Council meeting as presented; and  
**That** Council defer approval of the September 18, 2024 Closed Session minutes to the October 16, 2024 Council meeting following discussion in Closed Session.

**Carried**

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

### **8.1 Finance Department**

#### **8.1.1 FIN2024-019 - Insurance Renewal**

No. 2024-456

**Moved By** Councillor John

**Seconded By** Mayor Milne

**Be it resolved that** Council receive staff report FIN2024-019 for information; and

**That** Council approve funding the overage of \$15,045 with gapping dollars and tax stabilization reserve, if required.

**Carried**

### **8.2 Chief Administrative Officer Dina Lundy**

#### **8.2.1 CAO2024-016 Volunteer and Community Member Celebration**

**Moved By** Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** staff report CAO2024-016 be received for information; and

**That** Council approve an annual Volunteer and Community Member Appreciation event; and

**That** the 2024 event be held at a cost not to exceed \$800 funded from the 2024 administration operating budget.

Deputy Mayor Dobreen relinquished the Chair

Councillor Rice assumed the Chair.

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

**Amendment:**

No. 2024-457

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council amend the second and third clauses to state: "**That** Council approve a Committee Member Appreciation Event in 2024, with costs not exceeding \$800, funded from the 2024 administration operating budget; and

**That** Council consider an annual volunteer appreciation event beginning in 2025."

**Carried**

**Main Motion As Amended:**

No. 2024-458

**Moved By** Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** staff report CAO2024-016 be received for information; and

**That** Council approve a Committee Member Appreciation Event in 2024, with costs not exceeding \$800, funded from the 2024 administration operating budget; and

**That** Council consider an annual volunteer appreciation event beginning in 2025.

**Carried**

Deputy Mayor Dobreen assumed the Chair.

**8.2.2 CAO2024-017 - Agreement Timelines - Block 58-59**

No. 2024-459

**Moved By** Councillor Rice  
**Seconded By** Mayor Milne

**Be it resolved that** Staff report CAO2024-017 be received for information; and  
**That** Council approves the development timeline extensions in this report, subject to receipt of the 10% performance deposit from the developer; and  
**That** a by-law to approve the amended agreement be considered.

**Carried**

Council recessed at 10:11AM and returned at 10:17AM.

### **8.3 HR Manager Kayla Best**

#### **8.3.1 HR2024-006 - Waste Attendant**

No. 2024-460

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

**Be it resolved that** staff report HR2024-006 be received for information; and  
**That** Council approve the addition of a permanent part-time waste attendant beginning in October 2024 at a cost of approximately \$15,000 annually.

**Carried**

### **8.4 Planning Department**

#### **8.4.1 PL2024-085 - ZBA C23-24 Dennis and Jackie Groves**

No. 2024-461

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

**Be it resolved that** Council receive staff report PL2024-085 for File C23-24 Dennis and Jackie Groves 212475 Southgate Sideroad 21 for information; and  
**That** Council consider approval of By-law 2024-116 to

rezone the two parcels involved in the lot line adjustment approved under File B7-24 to recognize a minimum lot area of 3.5 hectares for the applicant's lands and 11.5 hectares for the abutting lot to the south, and to clarify that building regulations in the Agricultural-1 Zone apply to both parcels.

**Carried**

**8.4.2 By-law 2024-116 - ZBA C23-24 Dennis and Jackie Groves**

No. 2024-462

**Moved By** Mayor Milne

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2024-116 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**

**8.4.3 PL2024-086 - ZBA C24-24 John MS Martin**

No. 2024-463

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive as information Staff Report 2024-086 for File C24-24 John MS Martin 146024 Southgate Road 14; and

**That** Council approve By-law 2024-117 to rezone 146024 Southgate Road 14 to permit 750 square metre On-Farm Diversified Use (metal works, office, and power room) with 500 square metres of outdoor storage, eliminating the limitation of four non-resident employees; and

**That** Site Plan Approval and the Ontario Building Code apply to the proposed expansion.

**Carried**

#### **8.4.4 By-law 2024-117- ZBA C24-24 John MS Martin**

No. 2024-464

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2024-117 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**

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

None.

### **10. Notice of Motion**

None.

### **11. Consent Items**

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

None.

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

No. 2024-465

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated October 2, 2024 as information.

**Carried**

**11.2.1 SVCA - 2024-07-18 Board Meeting Minutes -  
received September 20, 2024**

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

None.

**11.4 Closed Session (for information)**

No. 2024-466

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Closed Session consent agenda dated October 2, 2024 as information.

**Carried**

**11.4.1 Personal Matters About an Identifiable  
Individual, Including Municipal or Local Board  
Employees (Sec 239(2)(b)(Subject: Southgate  
Claims Audit - Attachment #1 - FIN2024-019)**

**12. County Report**

Minutes from the September 26, 2024 Grey County Council meeting can be viewed [here](#).

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

Mayor Milne mentioned his attendance at the Clean Energy Frontier event at Bruce Power, commending the impressive ongoing work in the nuclear energy industry.

Councillor Singh Soares congratulated JunCtian Community Initiatives for the success of the Truth and Reconciliation event held on Monday, September 30, 2024. Councillor Singh Soares also noted that October is National Disability Employment Awareness Month.

Councillor John noted that the Mural Routes event from September 27 to 29, celebrating the ten new murals added to downtown Dundalk,



was a tremendous success. She expressed her gratitude to Mural Routes, Brenna Carroll, the Economic Development Officer, as well as the artists and volunteers who contributed to the event's success.

**14. Closed Meeting**

No. 2024-467

**Moved By** Councillor Rice

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council proceed into closed session at 10:35AM in order to address matters relating to Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239(2)(b)) and Labour Relations or Employee Negotiations (Sec 239(2)(d))(Subject: Service Delivery Model) and Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239(2)(b)) and Labour Relations or Employee Negotiations (Sec 239(2)(d))(Subject: Risk Mitigation); and **That** all those required remain in attendance.

**Carried**

Council recessed at 10:36AM and returned at 10:39AM.

Senior Manager, Development and Community Services Ken Melanson left the Closed Session meeting at 10:48AM and did not return.

Mayor Milne left the Closed Session meeting at 10:54AM and returned at 11:01AM.

CAO Dina Lundy left the Closed Session meeting at 11:11AM and returned at 11:12AM.

Clerk Lindsey Green, HR Manager Kayla Best left the Closed Session meeting at 12:00PM and did not return.

No. 2024-471

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council proceed out of Closed Session at 12:09PM.

**Carried**

Council recessed at 12:09PM and returned at 12:11AM.

**15. Confirming By-law**

No. 2024-472

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2024-118 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 October 2, 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. 2024-473

**Moved By** Mayor Milne

**Seconded By** Councillor Singh Soares

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

**Carried**

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Deputy Mayor Barbara Dobreen

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Clerk Lindsey Green