



## **Township of Southgate**

### **Minutes of Council Meeting**

September 16, 2020  
1:00 PM  
Electronic Participation

Members Present: Mayor John Woodbury  
Deputy Mayor Brian Milne  
Councillor Barbara Dobreen  
Councillor Michael Sherson  
Councillor Jason Rice  
Councillor Jim Frew  
Councillor Martin Shipston

Staff Present: Dave Milliner, CAO  
Jim Ellis, Public Works Manager  
William Gott, Treasurer  
Bev Fisher, CBO  
Derek Malynyk, Acting Fire Chief  
Clinton Stredwick, Planner  
Lindsey Green, Clerk  
Elisha Hewgill, Legislative Assistant  
Kayla Best, HR Coordinator

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

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

#### **2. Confirmation of Agenda**

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

Councillor Dobreen moved the following amendment to the main motion.

#### **Amendment:**

No. 2020-392

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council further amend the agenda and waive Procedural By-law section 23.3 to allow for a Notice of Motion from Councillor Dobreen regarding FCM's Municipal Asset Management Program Grant.

**Carried**

**Motion as Amended:**

No. 2020-393

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council confirm the agenda as amended; and **That** Council further amend the agenda and waive Procedural By-law section 23.3 to allow for a Notice of Motion from Councillor Dobreen regarding FCM's Municipal Asset Management Program Grant.

**Carried**

**3. Declaration of Pecuniary Interest**

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

**4. Delegations & Presentations**

None.

**5. Adoption of Minutes**

No. 2020-394

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council approve the minutes from the September 2, 2020 Council and Closed Session meetings as presented.

**Carried**

**6. Reports of Municipal Officers**

**6.1 Clerk Lindsey Green**

**6.1.1 CL2020-028-Ruth Hargrave Memorial Library Board-Member Appointment**

No. 2020-395

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report CL2020-028 as information; and

**That** Council appoint Joan John as a Member of the Ruth Hargrave Memorial Library Board for the term ending 2022 effective September 16, 2020.

**Carried**

**6.1.2 CL2020-029 – Bill 197, COVID-19 Economic Recovery Act – Electronic Participation Policy and Procedure By-law Amendments**

No. 2020-396

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CL2020-029 as information; and

**That** Council receive the Draft Electronic Participation Policy as information and provide feedback to the Clerk not later than September 25, 2020 by end of the day; and

**That** Council direct staff to bring forward amendments to the Township Procedure By-law in accordance with the Electronic Participation Policy to the October 7, 2020 Council meeting for approval to allow for electronic participation to continue outside of a declared emergency.

**Carried**

**6.2 Public Works Manager Jim Ellis**

**6.2.1 PW2020-048 Rate of Speed By-law**

No. 2020-397

**Moved By** Councillor Sherson

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report PW2020-048 for information; and

**That** Council consider passing the Rate of Speed By-law by By-law No. 2020-107 at the September 16, 2020 meeting.

**Carried**

### **6.2.2 By-law 2020-107 - Rate of Speed By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-398

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** by-law 2020-107 being a by-law for setting the rate of speed of motor vehicles from a statutory speed limit be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

### **6.2.3 PW2020-047 Revised ATV and Snow Vehicle By-law**

No. 2020-399

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PW2020-047 for information; and

**That** Council consider passing the ATV and Motorized Snow Vehicle By-law No. 2020-089.

**Carried**

#### **6.2.4 By-law 2020-089 - ATV By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-400

**Moved By** Councillor Sherson

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2020-089 being a by-law to regulate the operation of All-Terrain Vehicles (ATV's), Multi-Purpose Off-Highway Utility Vehicles, Recreational Off-Highway Vehicles and Motorized Snow Vehicles on certain designated highways and unopened road allowances within the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

#### **6.2.5 PW2020-046 Policy #56 Energy Management Policy and Plan (EMPP) 2020 Reporting**

No. 2020-401

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PW2020-046 for information; and

**That** Council approve the updated Policy #56 the Energy Management Policy and Plan and;

**That** Council approve the Energy Management Policy

Schedule A and Schedule B Annual report documents for 2018.

**Carried**

### **6.3 Chief Administrative Officer Dave Milliner**

#### **6.3.1 CAO2020-056 Flato Glenelg Carriage House Phase I Street Naming Report**

Councillor Frew left the meeting at 1:45 PM.

No. 2020-402

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CAO2020-056 as information; and

**That** Council approve of the Flato Glenelg Carriage House Development street naming of Aitchison Avenue, Doc Loughed Avenue, Corbet Street, Fennel Street, MacKenzie Street, and Middleton Avenue, for use in Phase I of the project; and

**That** Council approve the street naming by Municipal By-law at a future Council meeting.

**Carried**

### **6.4 Planner Clinton Stredwick**

#### **6.4.1 PL2020-044 - ZBA C13-20 - Ian and Kimberley Francis**

No. 2020-403

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report PL2020-044 for information; and

**That** Council Consider approval of By-law 2020-102 permitting the erection of a garden suite on the subject lands.

**Carried**

**6.4.2 By-law 2020-102 - ZBA C13-20 - Ian and Kimberley Francis**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-404

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2020-102 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

**6.4.3 PL2020-048 - OPA1-20 and ZBA C4-20 - Flato East Commercial Development and Redline Revision**

Councillor Frew arrived to the meeting at 1:57 PM.

No. 2020-405

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-048 for information; and

**That** Council consider supporting the Redline revision, and

**That** Council consider adopting OPA 26, and

**That** Council consider approval of By-law 2020-104.

**Carried**

Deputy Mayor Milne left the meeting at 1:59 PM and returned at 2:01 PM.

#### **6.4.4 By-law 2020-103 - OPA1-20 and OPA No. 26 - Flato East Commercial Development**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-406

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2020-103 being a by-law to adopt Amendment No. 26 to the Township of Southgate Official Plan affecting the lands described as Con 13, Pt lot 6 (geographic Township of Proton) in the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

#### **6.4.5 By-law 2020-104 - ZBA C4-20 - Flato East Commercial Development**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-407

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** By-law number 2020-104 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor



and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

#### **6.4.6 PL2020-061- Flato North Part Lot Control By-law**

No. 2020-408

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-061 for information; and

**That** Council consider approval of By-law 2020-105; and

**That** Council direct staff to forward 3 certified copies of the by-law with this report on to the County of Grey Director of Planning.

**Carried**

#### **6.4.7 By-law 2020-105 - Flato North Part Lot Control By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-409

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2020-105 being a by-law to remove certain lands from Part Lot Control in the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

#### **6.4.8 PL2020-062 - Request for Second Entrance - Harris**

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-062 for information; and

**That** Council refuse the request for a second entrance for this residential property.

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

Mayor Woodbury requested a recorded vote on the amendment to the main motion.

**Amendment:**

No. 2020-410

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** Council amend the second clause to state: "**That** Council defer a decision on the entrance to the October 7, 2020 Council meeting to allow for Mr. Harris's Planner to respond to the Planning Report."

Yay (4): Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Nay (3): Mayor Woodbury, Councillor Frew, and Councillor Shipston

**Carried (4 to 3)**

**Motion as Amended:**

No. 2020-411

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-062 for information; and

**That** Council defer a decision on the entrance to the October 7, 2020 Council meeting to allow for Mr. Harris's Planner to respond to the Planning Report.

**Carried**

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

### **7.1 By-law 2020-099 - Southgate Fireworks By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-412

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2020-099 Being a by-law to regulate the sale and use of fireworks within the Township be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

## **8. Notice of Motion**

### **8.1 Notice of Motion - Councillor Dobreen - FCM Municipal Asset Management Program Grant**

No. 2020-413

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for an update to the Asset

Management Plan; and

**That** Council commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

1. To update the March 13, 2014 asset management plan for changes in core assets (roads, bridges and culverts, water, wastewater and stormwater management systems); and
2. To identify current levels of service and the cost of maintaining those levels of service for those core assets; and

**That** Council confirms that the 2020 Budget contained \$58,000 toward the costs of this initiative.

**Carried**

## **9. Consent Items**

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

No. 2020-414

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated September 16, 2020 (save and except items 9.1.1) and direct staff to proceed with all necessary administrative actions.

**Carried**

#### **9.1.1 FIN2020-022 - 2021 Budget**

No. 2020-415

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobrean

**Be it resolved that** Council receive regular consent item 9.1.1 - Staff Report FIN2020-022 - 2021 Budget as information; and

**That** Council defer approval of the 2021 budget timeline to the October 7, 2020 Council meeting.

**Carried**

**9.1.2 FIN2020-023 Financial Report – August 2020**

**9.1.3 HR2020-012 – Fire Prevention Officer**

**9.1.4 August 2020 Cheque Register**

**9.2 Correspondence (for information)**

No. 2020-416

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council approve the items on the Correspondence consent agenda dated September 16, 2020 and direct staff to proceed with all necessary administrative actions.

**Carried**

**9.2.1 August 2020 - GRCA GM Summary - received August 28, 2020**

**9.2.2 Office of the Fire Marshal - Amendment to Ont Reg 380-04 under EMCPA - received September 4, 2020**

**9.2.3 Correspondence re Issues at Dundalk Parks - received September 14, 2020**

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

No. 2020-417

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council approve the items on the Resolutions of other Municipalities consent agenda dated September 16, 2020 and direct staff to proceed with all necessary administrative actions.

**9.3.1 Township of Huron Kinloss - Emancipation Day -  
received August 28, 2020**

**9.3.2 Township of Huron Kinloss - Support for Cultural  
Service Sporting Clubs - received August 28, 2020**

**9.3.3 Township of Puslinch - COVID Funding Support -  
received September 4, 2020**

**9.4 Closed Session (for information)**

**10. County Report**

Mayor Woodbury explained that the County was also discussing amendments to their Procedural By-law to allow for electronic participation outside of a declared emergency. Members received a report on social relief funds and discussed the delegation of duties document. In exciting news, the Community Transportation Service is now up and running. Lastly, a discussion was held regarding changes to the development charges that would help with building affordable homes.

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

Councillor Shipston reminded members and the public that Highpoint Community School in Dundalk is hosting the Blood Drive this Saturday, September 19th from 9:00 AM - 1:00 PM and ensured that social distancing and protocols will be adhered to. He also added that he received correspondence from the Halloween Committee in Dundalk and thought it was great that people were trying to come up with new ideas about how to go ahead with Halloween festivities amidst the COVID-19 pandemic. Councillor Dobreen confirmed that staff will reply to the Halloween Committee's correspondence with their recommendations to ensure safe and successful Halloween events.

**12. Closed Meeting**

None.

**13. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-418

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2020-108 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 September 16, 2020 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

#### **14. Adjournment**

No. 2020-419

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 3:09 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green