



## **Township of Southgate**

### **Minutes of Council Meeting**

October 21, 2020

1:00 PM

Electronic Participation

Members Present: Mayor John Woodbury (arrived at 1:05 PM)  
Deputy Mayor Brian Milne  
Councillor Barbara Dobreen  
Councillor Michael Sherson  
Councillor Jason Rice  
Councillor Jim Frew  
Councillor Martin Shipston (arrived at 1:10 PM)

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

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

Deputy Mayor Milne called the meeting to order at 1:01 PM.

#### **2. Open Forum - Register in Advance**

No members of the public spoke at open forum.

#### **3. Confirmation of Agenda**

No. 2020-461

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

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

**Carried**

**4. Declaration of Pecuniary Interest**

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

**5. Public Meeting**

**5.1 Township of Southgate DRAFT Community Improvement Plan**

**5.1.1 Background**

**The Purpose and The Effect** of the Community Improvement Plan and implementing Official Plan Amendment is to establish a set of financial incentive programs aimed at encouraging private investment to undertake many of the above noted activities.

Planner Clinton Stredwick presented his Community Improvement Plan presentation.

Mayor Woodbury arrived at 1:05 PM and assumed the Chair.

Councillor Shipston arrived at 1:10 PM.

**5.1.2 Application and Notice of Public Meeting**

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

**5.1.3 Comments Received from Agencies and the Public**

One agency comment was received from the Saugeen Valley Conservation Authority. There was one comment received from a member of the public via email, Clerk Lindsey Green read the email in its entirety.

**5.1.4 Questions from Council**

Members of Council asked questions and staff provided responses.

#### **5.1.5 Applicant or Agent**

Planner Clinton Stredwick spoke on behalf of the Official Plan Amendment and Draft Community Improvement Plan.

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

One member of the public spoke and asked questions. Staff provided responses.

#### **5.1.7 Further Questions from Council**

Members of Council asked questions and staff provided responses.

### **6. Delegations & Presentations**

#### **6.1 BDO LLP Delegation re Township of Southgate 2019 Audited Financial Statements - Traci Smith, Partner**

No. 2020-462

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive the BDO LLP Presentation as information.

**Carried**

### **7. Adoption of Minutes**

No. 2020-463

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** Council approve the minutes from the October 7, 2020 Council and Closed Session meetings as presented.

**Carried**

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

#### **8.1 Treasurer William Gott**

**8.1.1 FIN2020-025 2019 Financial Report – Audited Financial Statements**

No. 2020-464

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report FIN2020-025 2019 Financial Report – Audited Financial Statements as information; and

**That** Council approves The Corporation of the Township of Southgate Consolidated Financial Statements for the year ended December 31, 2019 as presented.

**Carried**

**8.1.2 FIN2020-026 Safe Restart Agreement - Municipal Operating Funding**

No. 2020-465

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report FIN2020-026 Safe Restart Agreement - Municipal Operating Funding as information; and

**That** Council directs that the Safe Restart Agreement - Municipal Operating Funding under Phase 1 that exceeds the municipality's 2020 needs be contributed to a reserve and accessed to support COVID-19 operating costs and pressures that may continue into 2021.

**Carried**

**8.2 Chief Administrative Officer Dave Milliner**

**8.2.1 CAO2020-063 Southgate Welcoming Community Plan**

Council recessed at 2:41 PM and returned at 2:51 PM.

No. 2020-466

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CAO2020-063 as information; and

**That** Council approve staff proceeding with a discussion with the Mayor, Deputy Mayor, Southgate staff, South East Grey Community Health Centre and JunCtian Community Initiatives on the issues of developing a Welcoming Community Plan and Programming; and

**That** Council approve as part of these Welcoming Community Plan and Programming discussions that a Committee Terms of Reference be created for a Welcoming Community Committee with consideration that at some point in time to include consultation with a Community Round Table Plan on discussing the issues of being a more Welcoming Community, to develop strategies to welcome and invite newcomers to be part of our community, by embracing the change we see today through inclusion, to better support our Community Action Plan Goals, to develop discussions on new ideas for programming services as we grow, to identify the social gaps we need to address, to deal with the challenges in our Community Safety & Well Being Plan issues and priorities we will be receiving shortly, and that the Terms of Reference document will identify community partners to be involved in, discuss, deal with and recommend actions for these important issues

**Carried**

### **8.2.2 CAO2020-064 CAO Report October 21 2020**

No. 2020-467

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CAO2020-064 as information; and

**That** Council approve staff proceeding with this Christmas Party Plan and the gift certificate of \$50.00 per Board and Committee member, employee and Council members for businesses in Southgate.

**Carried**

### **8.3 Planner Clinton Stredwick**

#### **8.3.1 PL2020-041 - C8-20 Ken and Tracey Sivill**

No. 2020-468

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PL2020-041 for information; and

**That** Council consider approval of by-law 2020-116.

**Carried**

#### **8.3.2 By-law 2020-116 - ZBA C8-20 - Ken and Tracey Sivill**

Councillor Sherson left the meeting at 3:23 PM.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-469

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2020-116 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.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Councillor Sherson

**Carried (6 to 0)**

### **8.3.3 PL2020-045 - C12-20 Murray and Brenda Calder**

No. 2020-470

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-045 for information; and

**That** Council consider approval of By-law 2020-101

**Carried**

### **8.3.4 By-law 2020-101 - ZBA C12-20 - Murray Calder**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-471

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2020-101 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 (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Rice, Councillor Frew, and Councillor Shipston

Absent (1): Councillor Sherson

**Carried (6 to 0)**

### **8.3.5 PL2020-065 - Community Improvement Plan**

No. 2020-472

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2020-065 for information; and

**That** Council Adopt the Official Plan Amendment #27 by approving bylaw 2020-123.

**Carried**

### **8.3.6 By-law 2020-123 - OPA No. 27 - Community Improvement Plan**

Councillor Frew left the meeting at 3:30 PM.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-473

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2020-123 being a by-law to adopt Amendment No. 27 to the Township of Southgate Official Plan affecting all the lands 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 (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Rice, and Councillor Shipston

Absent (2): Councillor Sherson, and Councillor Frew

**Carried (5 to 0)**

## **8.4 HR Coordinator Kayla Best**

### **8.4.1 HR2020-014 – CAO Review Timelines**



No. 2020-474

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive staff report HR2020-014 for information; and

**That** Council direct staff to proceed with proposed timelines for the CAO Performance Review for 2020 and future years; and

**That** Council direct staff to proceed with requesting feedback from all Department Heads for 2020 and all CAO Performance Reviews in future years.

**Carried**

Councillor Frew returned to the meeting at 3:35 PM.

Councillor Dobreen moved the following motion.

No. 2020-475

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council proceed past 4:00 PM.

**Carried**

#### **8.4.2 HR2020-015 – IT Equipment Upgrades**

No. 2020-476

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive staff report HR2020-015 for information; and

**That** Council direct staff to proceed with using the Safe Restart Funding to purchase proposed upgraded IT Equipment; and

**That** Council direct staff to proceed with using Infinity Network Solutions as the provider for the proposed upgraded IT Equipment.

**Carried**

**9. By-laws and Motions**

**9.1 By-law 2020-124 - Prohibition of Heavy Trucks By-law**

Councillor Sherson returned to the meeting at 3:50 PM.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-477

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2020-124 being a by-law to prohibit heavy trucks on certain highways 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)**

**10. Notice of Motion**

None.

**11. Consent Items**

**11.1 Regular Business (for information)**

No. 2020-478

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated October 21, 2020 and direct staff to proceed with all necessary administrative actions.

**Carried**

Councillor Sherson left the meeting at 3:55 PM.

**11.1.1 HR2020-013 – Customer Service and Support**

**11.1.2 PW2020-052 Department Report**

**11.1.3 Building, By-law and Canine Reports -  
September 2020**

**11.2 Correspondence (for information)**

No. 2020-479

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council approve the items on the Correspondence consent agenda dated October 21, 2020 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.2.1 OPP 2021 Annual Billing Letter for  
Municipalities - received September 28, 2020**

**11.2.2 Ministry of Municipal Affairs and Housing - Safe  
Restart Agreement Phase 2 - received October 1,  
2020**

**11.2.3 Office of the Solicitor General - Community  
Safety - received October 2, 2020**

**11.2.4 SVCA Media Release - received October 4, 2020**

**11.2.5 SVCA 2020-08-06 Authority Meeting Minutes -  
received October 5, 2020**

**11.2.6 Southgate Mental Health Week Flyer 2020 -  
received October 6, 2020**

**11.2.7 AMO - The Federal Gas Tax Fund in 2019 -  
received October 15, 2020**

**11.2.8 OFM Correspondence - Staffing Levels and  
Firefighter Safety - received October 6, 2020**

**11.2.9 Grey Bruce Health Unit Update 2020 10 18 -  
received October 18, 2020**

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

Councillor Sherson returned to the meeting at 4:08 PM.

No. 2020-480

**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 October 21, 2020 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.3.1 Township of North Glengarry re Emergency  
Assistance Funding to Municipalities - received  
September 28, 2020**

**11.3.2 Town of Wasaga Beach letter to Doug Ford re  
Car Rally - received October 1, 2020**

**11.3.3 Municipality of Meaford - County-Wide Waste  
Management Program - received October 2, 2020**

**11.3.4 City of St. Catharines Development Approval  
Requirements for Landfills (Bill 197) - received  
October 7, 2020**

**11.3.5 Township of Asphodel-Norwood re Cannabis  
Enforcement - received October 7, 2020**

**11.3.6 Loyalist Township re Community Groups and  
Service Clubs - received October 9, 2020**

**11.3.7 Township of Blandford-Blenheim re Cannabis  
Grow Operations - received October 13, 2020**

**11.4 Closed Session (for information)**

None.

## **12. County Report**

Mayor Woodbury reported that County Council has returned to electronic meetings and will continue that way for the foreseeable future. Representatives from the Chippewas of the Saugeen First Nation attended Council to discuss a recent land claim settlement which included passing a by-law to transfer the Mountain Lake County Forest property to Saugeen Ojibway Nation. He added that the County is getting prepared to complete the annual budget, and they also looked at Trail Management. Lastly, he added that Council voted against allowing wider side-by-side vehicles on the County rail trails.

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

Councillor Sherson left the meeting at 4:20 PM.

Mayor Woodbury stated that sadly, the Holstein Santa Claus Parade has been cancelled for this year. They are still planning to have a modified Remembrance Day event being held on November 8th. Councillor Dobreen explained protocols that the Legion is putting in place to make the event as safe as possible. Mayor Woodbury also added that the Dundalk Remembrance Day ceremony will not be the same as in previous years.

Staff explained that the Province has released a guidance document for those wishing to still participate in Halloween and Trick or Treating this year. Councillor Shipston praised the members of the Dundalk Halloween Committee for their leadership and ideas to continue with events for families to participate in on Halloween amidst the Pandemic.

## **14. Closed Meeting**

No. 2020-481

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council proceed into closed session at 4:26 PM in order to address matters relating to a proposed or pending acquisition or disposition of land (Subject: verbal offer received to purchase property - Verbal report); and

**That** Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

**Carried**

Council recessed at 4:26 PM and returned at 4:33 PM.

Councillor Sherson returned to the meeting at 4:36 PM.

No. 2020-482

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council come out of Closed Session at 5:09 PM.

**Carried**

**14.1 A proposed or pending acquisition or disposition of land  
(Subject: verbal offer received to purchase property -  
Verbal report)**

No. 2020-483

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive the verbal report regarding a verbal offer received to purchase property as information; and

**That** Council direct staff to proceed as discussed in Closed Session.

**Carried**

**15. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-484

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2020-125 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 21, 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)**

**16. Adjournment**

No. 2020-485

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 5:14 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green