



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

October 20, 2021  
7:00 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, Chief Administrative Officer  
Lindsey Green, Clerk  
Jim Ellis, Public Works Manager  
Bev Fisher, Chief Building Official  
Terri Murphy, Economic Development Officer  
Clinton Stredwick, Planner  
Kayla Best, HR Coordinator  
Elisha Milne, Legislative Assistant  
Holly Malynyk, Customer Service and Support

### **1. Electronic Access Information**

Council recordings will be available on the Township of Southgate [YouTube Channel](#) following the meeting.

### **2. Call to Order**

Mayor Woodbury called the meeting to order at 7:00 PM.

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

No members of the public spoke at open forum.

## **4. Public Meeting**

### **4.1 C25-21 - Jackie Pennings - Con 19 Lot 24 and Lot 25 - Geographic Township Egremont**

#### **4.1.1 Background**

**The Purpose** of the proposed zoning by-law amendment is to consider a zoning bylaw amendment application, to permit a garden suite for a period of up to 20 years to be located on the subject property.

**The Effect** of the proposed zoning by-law amendment would be to change the zoning symbol on a portion of the property from Agricultural (A1) to Agricultural exception (A1-XXX) to allow for a garden suite, on the property.

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

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

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

Planner Clinton Stredwick summarized comments received from agencies being the County of Grey, Southgate Public Works Department, and the Saugeen Valley Conservation Authority. There was one comment received from members of the public Marsha Jackson and Carl Gilbert.

#### **4.1.4 Questions from Council**

Members of Council asked questions and staff provided responses.

#### **4.1.5 Applicant or Agent**

The Applicant was in attendance and available for any questions.

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

No members of the public were present to speak in support of or opposition to the application.

#### **4.1.7 Further Questions from Council**

There were no further questions from Members of Council.

#### **4.1.8 Adjournment**

The public meeting adjourned at 7:11 PM.

### **5. Confirmation of Agenda**

No. 2021-579

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** Council confirm the agenda as amended to include a revised Schedule A to By-law 2021-137 – Wilder Lake Subdivision Zoning By-law Amendment and to add By-law 2021-151 – Assignment and Assumption Agreement for Petawawa Biofuel LP, under By-laws and Motions, Section 9.

**Carried**

### **6. Declaration of Pecuniary Interest**

Deputy Mayor Milne declared a conflict of interest to Item No. 9.1 By-law 2021-137 - Zoning By-law Amendment C1-20 - Wilder Lake Subdivision due to the developer being a family member and did not participate in the discussion or voting of the item.

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

No. 2021-580

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council approve the minutes from the October 6, 2021 Council and Closed Session meetings as presented.

**Carried**

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

#### **8.1 Clerk Lindsey Green**

### **8.1.1 CL2021-027 – First Nations Land Acknowledgement Implementation Policy**

No. 2021-581

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report CL2021-027 for information; and

**That** Council consider approval of By-law 2021-141 to adopt the First Nations Land Acknowledgment Policy No. 89 to implement a Land Acknowledgement for the Township of Southgate.

**Carried**

### **8.1.2 By-law 2021-141 - Adopt Policy No. 89 - First Nations Land Acknowledgement**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-582

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-141 being a By-law to adopt a "First Nations Land Acknowledgement Policy" known as Policy Number 89 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 Sherson, Councillor Frew, and Councillor Shipston

Nay (1): Councillor Rice

**Carried (6 to 1)**

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

### **8.2.1 PW2021-049 Pick up Truck Purchase**

No. 2021-583

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PW2021-049 for information; and

**That** Council approve the recommendation to purchase a 2021 Chev Crew cab 4x4 pick up truck from Finch Chev Cadillac Buick GMC Limited. at a cost of \$44,132.00 plus HST; and

**That** Council approve the recommendation to Advertise Unit 315 on GovDeals as is condition for disposal.

**Carried**

## **8.3 Chief Administrative Officer Dave Milliner**

### **8.3.1 CAO2021-067 - Flato Dundalk Land Development Proposals Report**

No. 2021-584

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive staff report CAO2021-067 as information; and

**That** Council approve the cancellation of the purchase and sale agreement for 20 acres plus or minus of lands in the Eco Park to a Flato Dundalk Community Inc. and the approving Southgate By-law 2021-115; and

**That** Council direct the Mayor and CAO to work with Flato and meet with the Township of Melancthon Mayor and staff in relation to initial annexation discussions and creating a financial transition agreement to service lands on the east side of Hwy #10.

**Carried**

**8.3.2 CAO2021-068 Southgate Climate Change Action  
Planning Update Discussion Report**

No. 2021-585

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CAO2021-068 as information; and

**That** Council provide direction to Southgate staff to continue to follow the Grey County Climate Change Action Plan as a guidance document; and

**That** Council direct Township staff to develop a Southgate Climate Change Action Strategy document that creates a process to develop actionable items by department related to municipal infrastructure improvements to create resiliency, procurement requirements, asset efficiency upgrades to reduce energy consumption, resident education, financial incentives and policy changes similar to an annual 10 year rolling capital budget to identify specific actions to create a climate change projects plan for our community; and

**That** if approved the Southgate Climate Change Action Strategy become a Township Council strategy that feeds Asset Management Planning and Capital Budget decisions annually.

**Carried**

**8.3.3 CAO2021-069 Dundalk Olde Town Hall Meeting  
Report with Team Towns Hall Wellington Capital  
Corp**

No. 2021-586

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CAO2021-069 as information; and

**That** Council provide any feedback on the Olde Town Hall building sale conditions report in this report, the proponent bid response and the October 4th, 2021 meeting with Team Town Hall and the proponent Wellington Capital Corporation; and

**That** Council direct staff to develop an agreement of terms for consideration with Wellington Capital Corporation to sell the Dundalk Olde Town Hall to the bidder; and

**That** Council direct staff to develop an agreement with Team Town Hall for consideration related to their financial and operation commitments to the Township of Southgate realizing it is a good will agreement without assurance compensation beyond the pledged fundraising and surplus operating funds they raise.

**Carried**

Council recessed at 8:35 PM and returned at 8:40 PM.

#### **8.4 HR Coordinator Kayla Best**

##### **8.4.1 HR2021-024 – CAO Succession Plan**

No. 2021-587

**Moved By** Councillor Dobreen

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report HR2021-024 for information; and

**That** Council approve the CAO Succession Plan document as guidance to fill the upcoming CAO vacancy.

**Carried**

##### **8.4.2 HR2021-026 Administrative Support Contract Extension**

No. 2021-588

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report HR2021-026 for information; and

**That** Council approve the extension of the Administrative Support contract until the end of 2021; and

**That** Council approve the salary for the extension be funded by the COVID-19 Safe Restart Funding.

**Carried**

#### **8.4.3 HR2021-027 Policy 90 (Temporary) COVID19 Vaccination Policy for Contractors**

No. 2021-589

**Moved By** Councillor Rice

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report HR2021-027 for information; and

**That** Council approve Policy #90 (Temporary) COVID-19 Vaccination Policy for Contractors as presented; and

**That** Council consider approval of the Policy #90 (Temporary) COVID-19 Vaccination for Contractors by Municipal By-Law 2021-157.

**Carried**

#### **8.4.4 By-law 2021-157 - Adopt COVID-19 Vaccination for Contractors Policy No. 90**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-590

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-157 being a by-law to adopt a "COVID-19 Vaccination Policy for



Contractors” known as Policy Number 90 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)**

## **8.5 Planner Clinton Stredwick**

### **8.5.1 PL2021-088 - ZBA C20-21 NM Attachments Inc**

No. 2021-591

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report PL2021-088 for information; and

**That** Council consider approval of By-law 2021-152.

**Carried**

### **8.5.2 By-law 2021-152 - ZBA C20-21 NM Attachments Inc**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-592

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2021-152 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)**

#### **8.5.3 PL2021-089 - ZBA C21-21 Timothy Shantz**

No. 2021-593

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report PL2021-088 for information; and

**That** Council consider approval of By-law 2021-153; and

**That** Council waive the site plan control process for this application.

**Carried**

#### **8.5.4 By-law 2021-153 - ZBA C21-21 Timothy and Anita Shantz**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-594

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2021-153 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)**

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

### **9.1 By-law 2021-137 - Zoning By-law Amendment - C1-20 Wilder Lake Subdivision**

Deputy Mayor Milne declared a conflict of interest to Item No. 9.1 By-law 2021-137 - Zoning By-law Amendment C1-20 - Wilder Lake Subdivision due to the developer being a family member and did not participate in the discussion or voting of the item.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-595

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-137 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law", as amended, 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, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Conflict of Interest (1): Deputy Mayor Milne

**Carried (6 to 0)**

### **9.2 By-law 2021-151 - Petawawa Biofuel LP - Assignment and Assumption Agreement**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-596

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

**Be it resolved that** by-law number 2021-151 being a by-law to authorize an assignment and assumption agreement between Petawawa Biofuel LP, Southgate Renewables Holdings Corp. 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.

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. 2021-597

**Moved By** Councillor Rice  
**Seconded By** Councillor Dobreen

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated October 20, 2021 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 PW2021-048 - Department Report**

**11.1.2 HR2021-025 Asset Coordinator and Financial Analyst Hiring**

**11.1.3 CAO2021-070 - CAO Update Report October 20 2021**

**11.1.4 September 2021 Cheque Register**

**11.2 Correspondence (for information)**

No. 2021-598

**Moved By** Councillor Frew

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated October 20, 2021 as information.

**Carried**

**11.2.1 MECP Correspondence - Regulations under the Conservation Authorities Act - received October 7, 2021**

**11.2.2 Ontario Newsroom Correspondence - Ontario Supporting People and Businesses - received October 7, 2021**

**11.2.3 Life Directions Correspondence - Proclamation of October 2021 as Disability Employment Awareness Month - received October 12, 2021**

**11.2.4 MECP Correspondence - Decision on the Proposed Land Use Compatibility Guideline - received October 13, 2021**

**11.2.5 Drinking Water Source Protection - Local Drinking Water Source Protection Plan - received October 13, 2021**

**11.2.6 Crime Stoppers of Grey Bruce - Coordinator Report July to September 2021 - received October 13, 2021**

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

No. 2021-599

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated October 20, 2021 (save and except items 11.3.1 and 11.3.6) as information.

**Carried**

**11.3.1 Town of Kingsville - Support of Eye Care in Ontario - received September 30, 2021**

Councillor Dobreen moved the following motion.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-600

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** the Council of the Township of Southgate receive the Town of Kingsville resolution "Support of Eye Care in Ontario" for information; and **That** Council supports this resolution, and requests the Provincial government recognize the value that access to quality eye care brings to the health of all Ontarians and act now to protect it; and

**Further**, that the Provincial government address the OHIP-insured eye care immediately and enter into legally binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; and

**Further That** a copy of this resolution be forwarded to Premier Ford, Ontario Minister of Health Christine Elliot, MPP Bill Walker, the Ontario Association of Optometrists, and to the Association of Municipalities of Ontario.

Yay (3): Councillor Dobreen, Councillor Sherson, and Councillor Shipston

Nay (4): Mayor Woodbury, Deputy Mayor Milne, Councillor Rice, and Councillor Frew

**Failed (3 to 4)**

**11.3.2 Town of Blue Mountains - Grey Gables - received October 1, 2021**

**11.3.3 Municipality of Shuniah - Affordable Internet - received October 4, 2021**

**11.3.4 Township of Alnwick Haldimand - Lottery Licensing to Assist Small Organizations - received October 5, 2021**

**11.3.5 Township of Adelaide Metcalfe - Rural Infrastructure Projects - received October 8, 2021**

**11.3.6 Municipality of Grey Highlands - Lottery Licensing for Small Organizations - received October 12, 2021**

Councillor Dobreen moved the following motion.

No. 2021-601

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** the Council of the Township of Southgate receive the correspondence from the Municipality of Grey Highlands for information; and **That** Council direct staff to bring forward more information regarding additional levels of licensing that would permit small organizations to hold fundraisers as a method of sustaining our community and organizations.

**Carried**

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

None.

## **12. County Report**

Mayor Woodbury explained that the first hybrid in-person/virtual County Council meeting was very good with no issues. He also announced that County Council passed a motion to donate \$1 million to Georgian College to help deliver a nursing degree program out of the Owen Sound Campus. The donation will be funded in full, from the Healthcare Initiatives Reserve.

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

Councillor Dobreen mentioned that the Dundalk Halloween Committee is hosting multiple activities in Dundalk on October 30th to celebrate Halloween. More information can be found on their Facebook page - Dundalk Halloween Fest.

Clerk Lindsey Green advised that the Grey Bruce Public Health Unit is hosting a vaccine clinic at the Frank MacIntyre Building in Dundalk on October 21, 2021 from 3:00 - 7:00 PM.

Deputy Mayor Milne explained that a new campaign to support the new Markdale Hospital fundraising efforts have started. They kicked off their series of events this past Saturday, he added that the weather wasn't great, but it was a very well-done event nonetheless and to watch for future events to support the new Markdale Hospital.

Councillor Shipston thanked recreation staff for getting the ice surface ready to go in the Dundalk Arena so minor hockey and other rec programming for the winter could start up.

## **14. Closed Meeting**

None.

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

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-602

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** by-law number 2021-156 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 20, 2021 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. 2021-603

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 9:51 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green