



Township of Southgate

Minutes of Council Meeting

March 2, 2022

9:00 AM

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
William Gott, Treasurer
Bev Fisher, Chief Building Official
Kevin Green, Facilities Manager
Derek Malynyk, Fire Chief
Terri Murphy, Economic Development Officer
Clinton Stredwick, Planner
Kayla Best, HR Coordinator
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 9:00 AM.

3. 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.

4. Open Forum - Register in Advance

No members of the public spoke at open forum.

5. Confirmation of Agenda

No. 2022-109

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council confirm the agenda as presented.

Carried

6. Declaration of Pecuniary Interest

Councillor Rice declared a conflict of interest to Staff Report PW2022-009 due to a family member submitting quotes and tenders for equipment and road maintenance and did not participate in the discussion or voting of the item.

7. Delegations & Presentations

7.1 Delegation - Resident Corey Allen

No. 2022-110

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that Council receive the delegation from resident Corey Allen as information.

Carried

8. Adoption of Minutes

No. 2022-111

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council approve the minutes from the February 16, 2022 Council and Closed Session meetings as presented.

Carried

9. Reports of Municipal Officers

9.1 Chief Building Official Bev Fisher

9.1.1 CBO2022-001 - Soils Permit Request as per Fill By-law 2017-049

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-112

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report CBO2022-001 for information; and

That Council approve the proposed Soils Permit as per By-law 2017-049 request received from 2570970 Ontario Inc. as the permit applicant has met all requirements required in By-law and recognizes the Provincial regulations.

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

Nay (1): Councillor Rice

Carried (6 to 1)

9.1.2 CBO2022-003 – Building Department Vehicle Purchase

No. 2022-113

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that Council receive staff report CBO2022-003 for information; and

That Council direct staff to proceed with a Request for Vehicle Purchase using Building Department funds to purchase a AWD SUV for the Building Department.

Carried

9.1.3 CBO2022-004 – By-Law Enforcement Vehicle Purchase

No. 2022-114

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CBO2022-004 for information; and

That Council direct staff to proceed with a Request for Vehicle Purchase using By-Law Enforcement funds to purchase a AWD SUV for By-Law Enforcement Department.

Carried

9.2 Facilities Manager Kevin Green

9.2.1 REC2022-002 - Lawn Maintenance Contract 2022-2023

No. 2022-115

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report REC2022-002 for information; and

That Council release the Lawn Maintenance Contract RFQ to secure a Contractor for the 2022-2023 grass seasons.

Carried

9.3 Treasurer William Gott

9.3.1 FIN2022-009 - Development Charge Study RFP

No. 2022-116

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIN2022-009 Development Charge Study as information; and

That Council awards the Development Charge Study tender to Watson & Associates Economists Ltd. for \$29,840 plus HST.

Carried

9.4 Public Works Manager Jim Ellis

9.4.1 PW2022-009 Award Recommendations for 2022 Equipment Rentals, Gravel, Winter and Pick-up Truck Tenders

Councillor Rice declared a conflict of interest to Staff Report PW2022-009 due to a family member submitting quotes and tenders for equipment and road maintenance and did not participate in the discussion or voting of the item.

No. 2022-117

Moved By Councillor Sherson

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PW2022-009 for information; and

That Council approve the recommendations to award the 2022 equipment rentals quotes as received; and

That Council approve the recommendations to award the 2022 road maintenance tenders as received from

Donnegan's Haulage Ltd. to be awarded the Crushed Gravel, Cedarwell Excavating to be awarded the winter sand and Trillium Ford to be awarded the 4x4 pick-up truck.

Carried

9.5 Clerk Lindsey Green

9.5.1 CL2022-004 - Southgate Community Fund Management Committee Membership

No. 2022-118

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report CL2022-004 for information; and

That Council approve the updated Terms of Reference for the Southgate Community Fund Management Committee; and

That Council appoint Council Members Dobreen and Milne to the Southgate Community Fund Management Committee for the remainder of the 2022 term.

Carried

9.5.2 CL2022-005 - Southgate Recreation Advisory Committee Membership

No. 2022-119

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report CL2022-005 for information; and

That Council appoint Member Rice to the Recreation Advisory Committee for the remainder of the 2022 committee term.

Carried

Council recessed at 10:22 AM and returned at 10:30 AM.

9.6 Chief Administrative Officer Dave Milliner

9.6.1 CAO2022-006 - Dundalk Olde Town Hall Update Report

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-120

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report CAO2022-006 as information; and

That Council direct staff finalize the Wellington Capital Corporation agreement for Council consideration at the March 16th, 2022 meeting; and

That Council approve the partnership with JunCtian Community Initiatives, Team Town Hall and Southgate in the management of the Dundalk Olde Town Hall Building Cultural space and that staff meet with partners to define roles and responsibilities in the operation, management and use of the building cultural spaces; and

That Council direct staff finalize the Team Town Hall Agreement as more of an MOU document for Council consideration at the March 16th, 2022 meeting; and

That Council direct staff to create a draft agreement with JunCtian Community Initiatives for Council consideration at the March 16th, 2022 meeting; and

That Council consider approving by municipal By-law the final agreement with Wellington Capital Corp and Team Town Hall at the April 6th, 2022 meeting.

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

Nay (1): Councillor Rice

Carried (6 to 1)

**9.6.2 CA02022-007 - Southgate-Flato Green Eco Park
Phase II Land Development Property Sale Report**

No. 2022-121

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CA02022-007 as information; and

That Council approve the Development Partnership Memorandum of Understanding agreement document to co-develop and construct roadway and service to property lines for the lands in the Eco Park Phase II with Flato Green Inc.; and

That Council approve the purchase and sale agreement for 90 acres of lands in the Eco Park Phase II to a Flato Green Inc.; and

That Council consider approval by municipal By-law of the Development Partnership Memorandum of Understanding agreement document and the purchase and sale agreement for 90 acres of lands in the Eco Park Phase II to a Flato Green Inc. at a future Council meeting following legal review of the documents and process.

Carried

**9.6.3 CA02022-008 - Southgate 2019-2023 CAP - 2021
Annual Report and 2022 CAP Project Plans**

No. 2022-122

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council receive staff report CA02022-008 as information; and

That Council approve the 2021 Community Action Plan (CAP) Annual Report and CAP Project Plans for 2022 as

presented to report out to the community on the progress made last year and the 2022 CAP projects to be advanced and/or achieved in the next 12 months.

Carried

9.6.4 CAO2022-009 - 2022 OGRA Delegation Request Report

No. 2022-123

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive staff report CAO2022-009 as information; and

That Council provide staff with direction or feedback on applying for Minister delegation requests at the 2022 OGRA Conference.

Carried

9.7 Planner Clinton Stredwick

9.7.1 PL2022-013 – Site Plan 4-22 - 2137569 Ontario Inc. - GreenLid

No. 2022-124

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2022-013 for information; and

That Council consider approval of By-law 2022-031 authorizing the entering into a Site Plan Agreement.

Carried

9.7.2 By-law 2022-031 - Site Plan Agreement - 2137569 Ontario Inc - Greenlid

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-125

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that by-law number 2022-031 being a by-law to authorize the execution of a Site Plan Control 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.

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

Carried (7 to 0)

Councillor Dobreen moved the following motion.

No. 2022-126

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council proceed past noon.

Carried

10. By-laws and Motions

None.

11. Notice of Motion

None.

12. Consent Items

12.1 Regular Business (for information)

No. 2022-127

Moved By Councillor Sherson
Seconded By Councillor Frew

Be it resolved that Council approve the items on the Regular Business consent agenda dated March 2, 2022 and direct staff to proceed with all necessary administrative actions.

Carried

12.1.1 FIRE2022-008 - Sale of Pumper 7

12.1.2 PW2022-010 - Department Report

**12.1.3 Township of Southgate Support Letter from
Mayor John Woodbury - SEGCHC Business Case to
Ontario Health**

12.2 Correspondence (for information)

No. 2022-128

Moved By Councillor Shipston
Seconded By Councillor Rice

Be it resolved that Council receive the items on the Correspondence consent agenda dated March 2, 2022 as information.

Carried

**12.2.1 SMART - December 3 SMART Board Meeting
Minutes - received February 10, 2022**

**12.2.2 OFMEM - Emergency Exercise Requirement -
received February 10, 2022**

**12.2.3 GBPH - Public Health Updates to Dental Clinics -
received February 14, 2022**

**12.2.4 Seeking Support for Bill C-229 - received
February 15, 2022**

**12.2.5 Bell Canada - Tower Lease Agreement Renewal
Notice - received February 18, 2022**

12.2.6 SVCA - January 20, 2022 Approved Meeting Minutes - received February 21, 2022

12.2.7 Ontario Farmland Trust - 2022 Farmland Forum Flyer - received February 22, 2022

12.2.8 BWDSB - Letter to Minister of Education - received February 23, 2022

12.2.9 MPAC - Assessment Change Summary - Township of Southgate

12.2.10 The Saugeen Economy - July-December 2021 Newsletter

12.3 Resolutions of Other Municipalities (for information)

No. 2022-129

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated March 2, 2022 as information.

Carried

12.3.1 Township of Glengarry - Abandoned Cemeteries - received February 10, 2022

12.3.2 Township of Glengarry - Joint and Several Liability - received February 10, 2022

12.3.3 Municipality of Central Elgin - Joint and Several Liability - received February 11, 2022

12.3.4 Municipality of Shuniah - Northern Ontario Schools of Medicine - received February 11, 2022

12.3.5 Township of Limerick - Gypsy Moth Resolution - received February 14, 2022

**12.3.6 Township of Adelaide Metcalfe - Closing
Revolving Door of Justice - received February 16,
2022**

**12.3.7 Township of Puslinch - Infrastructure Funding -
received February 17, 2022**

**12.3.8 Municipality of Grey Highlands - South East
Grey Community Health Centre Primary Care
Business Case - received February 22, 2022**

**12.3.9 Town of Aurora - Request to Dissolve OLT -
received February 22, 2022**

**12.3.10 Prince Edward County Ontario - Renovictions -
received February 23, 2022**

**12.3.11 Township of Alnwick - Year of the Garden 2022
- received February 23, 2022**

12.4 Closed Session (for information)

None.

13. County Report

Mayor Woodbury noted that County Council continues to participate in a hybrid setting of in-person and online participation. Highlights from the most recent County Council meeting can be found [here](#).

14. Members Privilege - Good News & Celebrations

Mayor Woodbury commended the JunCtian Community Initiatives group for the events they held for Black History Month. He noted that their theme was acknowledging our history and where we can go from here and that all the events were very well done.

Deputy Mayor Milne announced that the Egremont Optimist Club has been given the go ahead to organize and hold their annual Maple Fest Event in Holstein. He noted the Public Health has been consulted and that everyone is looking forward to the return of the event. Maple Fest is being held on April 9th and 10th this year.

15. Closed Meeting

No. 2022-130

Moved By Councillor Rice
Seconded By Councillor Frew

Be it resolved that Council proceed into closed session at 11:35 AM in order to address matters relating to Personal Matters about an Identifiable Individual (Subject: CAO Performance Review - Staff Report HR2022-0007C); and
That HR Coordinator Kayla Best and Clerk Lindsey Green remain in attendance.

Carried

Council recessed at 11:35 AM and returned at 11:42 AM.

No. 2022-131

Moved By Councillor Sherson
Seconded By Councillor Shipston

Be it resolved that Council come out of Closed Session at 12:56 PM.

Carried

Council recessed at 12:56 PM and returned at 12:57 PM.

**15.1 Personal Matters about an Identifiable Individual
(Subject: CAO Performance Review - Staff Report
HR2022-0007C)**

No. 2022-132

Moved By Councillor Dobreen
Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report HR2022-007C for information; and
That Council direct staff to provide a summary of the CAO review feedback, as received, to the CAO for review; and
That staff be directed to bring CAO comments to the Regular Meeting of Council on April 6, 2022 in Closed Session for discussion with Council, HR Coordinator and CAO.

Carried

16. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2022-133

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that by-law number 2022-032 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 2, 2022 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)

17. Adjournment

No. 2022-134

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 1:01 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green