



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

December 14, 2022  
9 AM  
Holstein Council Chambers

Members Present: Mayor Brian Milne  
Deputy Mayor Barbara Dobreen  
Councillor Jason Rice  
Councillor Jim Ferguson  
Councillor Martin Shipston  
Councillor Monica Singh Soares

Members Absent: Councillor Joan John

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  
Lacy Russell, Librarian CEO  
Derek Malynyk, Fire Chief  
Terri Murphy, Economic Development Officer  
Clinton Stredwick, Planner  
Kayla Best, HR Coordinator  
Aakash Desai, Asset Management Coordinator and  
Financial Analyst  
Holly Malynyk, Legislative Assistant

**1. Call to Order**

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

## **2. Confirmation of Agenda**

No. 2022-799

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

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

**Carried**

## **3. Declaration of Pecuniary Interest**

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

## **4. Delegations & Presentations**

### **4.1 South Grey Chamber of Commerce Delegation - Karen Cox**

Deputy Mayor Dobreen moved the following motion.

No. 2022-800

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council waive procedure to allow Emma Pink, owner of Common Grounds Cafe in Dundalk to speak during the South Grey Chamber of Commerce Delegation.

**Carried**

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the South Grey Chamber of Commerce Delegation presented by Karen Cox for information.

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

**Amendment:**

No. 2022-801

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

**Be it resolved that** Council amend the motion to add a second clause that states: "**That** Council direct staff to return to Council with a recommendation on the Memorandum of Understanding and an option of how it could be funded."

**Carried**

**Motion as Amended:**

No. 2022-802

**Moved By** Councillor Ferguson  
**Seconded By** Councillor Rice

**Be it resolved that** Council receive the South Grey Chamber of Commerce Delegation presented by Karen Cox for information;  
and

**That** Council direct staff to return to Council with a recommendation on the Memorandum of Understanding and an option of how it could be funded.

**Carried**

**5. Committee of the Whole**

**5.1 Resolve into Committee of the Whole**

No. 2022-803

**Moved By** Deputy Mayor Dobreen  
**Seconded By** Councillor Singh Soares

**Be it resolved that** Council recess the Special Council meeting at 9:30 AM and move into the Committee of the Whole meeting to allow for fuller discussion regarding the 2023 Operational Budget.

**Carried**

## **5.2 Appointment of Chair**

No. 2022-804

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** the Committee appoint Mayor Milne as Chair of the Committee of the Whole meeting on December 14, 2022.

**Carried**

## **6. Reports of Municipal Officers**

### **6.1 Treasurer William Gott**

#### **6.1.1 FIN2022-038 2023 Operating Budget**

No. 2022-805

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** the Committee receive Staff Report FIN2022-038 2023 Budget as information; and

**That** the Committee recommend that Council receive Staff Report FIN2022-038 2023 Budget as information; and

**That** the Committee recommend that Council direct staff to proceed with all necessary administrative actions.

**Carried**

Council recessed at 10:08 AM and returned at 10:16 AM.

Councillor Singh Soares moved the following motion.

No. 2022-806

**Moved By** Councillor Singh Soares

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council proceed past noon.

**Carried**

Council recessed at 11:52 AM and returned at 12:02 PM.

**7. Resolve back to Council**

No. 2022-807

**Moved By** Councillor Shipston

**Seconded By** Councillor Singh Soares

**Be it resolved that** the Committee resolve back to the Special Council meeting at 12:02 PM.

**Carried**

**8. Motions Resulting from Committee of the Whole**

**8.1 FIN2022-038 2023 Operating Budget**

No. 2022-808

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report FIN2022-038 2023 Budget as information; and

**That** Council direct staff to proceed with all necessary administrative actions.

**Carried**

**9. Reports of Municipal Officers**

**9.1 Treasurer William Gott**

**9.1.1 FIN2022-037 Replacement of Folder/Inserter**

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report FIN2022-037 Replacement of Folder/Inserter as information; and

**That** Council authorizes the Treasurer to proceed with

Pitney Bowes Option 1 to replace the Folder/Inserter machine.

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

**Amendment:**

No. 2022-809

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council amend the motion to add a third clause that states: "**That** Council direct Staff to purchase the unit in 2022.

**Carried**

**Motion as Amended:**

No. 2022-810

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report FIN2022-037 Replacement of Folder/Inserter as information; and

**That** Council authorizes the Treasurer to proceed with Pitney Bowes Option 1 to replace the Folder/Inserter machine; and

**That** Council direct Staff to purchase the unit in 2022.

**Carried**

## **9.2 HR Coordinator Kayla Best**

### **9.2.1 HR2022-058 - CAO Hiring**

No. 2022-811

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report HR2022-058 for information; and

**That** Council announce the hiring of the new Chief Administrative Officer of Southgate.

**Carried**

### **9.3 Clerk Lindsey Green**

#### **9.3.1 CL2022-037 - 2023 Council Meeting Calendar Approval**

No. 2022-812

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CL2022-037 as information; and

**That** Council approve the 2023 Council Meeting Calendar, as amended.

**Carried**

#### **9.3.2 CL2022-038 - Holstein General Store request for LCBO Convenience Outlet to operate on Statutory Holidays**

Councillor Shipston requested a recorded vote on the main motion.

No. 2022-813

**Moved By** Councillor Rice

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council receive Staff Report CL2022-038 for information; and

**That** Council approve the Holstein General Store's LCBO Convenience Outlet located at 392046 Grey County Road 109, Holstein to operate on Christmas Day, New Year's Day, Good Friday and Easter Sunday.

Yay (5): Mayor Milne, Deputy Mayor Dobreen, Councillor Rice, Councillor Ferguson, and Councillor Singh Soares

Nay (1): Councillor Shipston

Absent (1): Councillor John

**Carried (5 to 1)**

## **10. Closed Meeting**

No. 2022-814

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council proceed into Closed Session at 12:25 PM in order to address matters related to Personal Matters about an Identifiable Individual (Sec. 239 2(b))(Subject: Tax Arrears Certificate Registration - Staff Report FIN2022-036C), Personal Matters about an Identifiable Individual (Sec 239(2)(b)) and Labour Relations or Employee Negotiations (Sec 239 2(d))(Subject: Market Check and Employee Compensation - Verbal Report), Personal Matters about an Identifiable Individual (Sec 239 2(b)) and Labour Relations or Employee Negotiations (Sec 239 2(d))(Subject: CAO Transition - Verbal Report); and

**That** Treasurer William Gott, HR Coordinator Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dave Milliner remain in attendance as required.

**Carried**

Council recessed at 12:25 AM and returned at 12:31 AM.

Treasurer William Gott left the meeting at 1:28 PM and did not return.

No. 2022-818

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Ferguson

**Be it resolved that** Council come out of Closed Session at 1:44 PM.

**Carried**



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

### **11.1 By-law 2022-172 - Tax Arrears Extension Agreement**

No. 2022-819

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law number 2022-172 being a by-law to authorize an extension agreement pursuant to Section 378 of the Municipal Act, 2001, 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.

**Carried**

## **12. Confirming By-law**

No. 2022-820

**Moved By** Councillor Rice

**Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2022-173 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its special meeting held on December 14, 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.

**Carried**

## **13. Adjournment**

No. 2022-821

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Singh Soares

**Be it resolved that** Council adjourn the meeting at 1:46 PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green