



Township of Southgate
Minutes of Council Meeting

December 4, 2024
9:00 AM
Holstein Council Chambers

Members Present: Mayor Brian Milne
Deputy Mayor Barbara Dobreen
Councillor Jason Rice
Councillor Jim Ferguson
Councillor Martin Shipston
Councillor Joan John
Councillor Monica Singh Soares (Arrived at 9:02AM)

Staff Present: Dina Lundy, Chief Administrative Officer
Lindsey Green, Clerk
Kayla Best, HR Manager
Ken Melanson, Senior Manager, Development & Community Services
John Watson, Public Works Foreman/Fleet Manager
Phil Schram, Chief Building Official
Brenna Carroll, Economic Development Officer
Elisha Milne, Legislative and Planning Coordinator

Others: Bill White, Senior Planning Consultant Triton Engineering

1. Call to Order

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

2. 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.

3. Open Forum - Register in Advance

No members of the public spoke at open forum.

4. Confirmation of Agenda

No. 2024-562

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that Council confirm the agenda as amended to remove items 9.7.1 PL2024-101 ZBA C27-24 Xplore Communications Tower (ON8409), 9.7.2 PL2024-102 ZBA C28-24 Xplore Communications Tower (ON8410) and 9.7.3 PL2024-103 ZBAC29-24 Xplore Communications Tower (ON8457) at the request of the applicant.

Carried

5. Declaration of Pecuniary Interest

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

6. Public Meeting

6.1 C30-24 - Christian Bauman - Con 3 SWTSR Lot 224 to 225 - Geographic Township Proton

6.1.1 Background

The Purpose of the application is to rezone 7918 square metres of the subject lands to permit a 750 square metre dry manufacturing workshop and 500 square metres outdoor storage for a proposed on farm diversified use. A 150 square metre agricultural shed with combined power room is to be constructed along with a livestock barn and

new farmhouse.

The Effect of the proposal is to rezone 7918 square metres of the subject lands to permit a 750 square metre dry industrial workshop and related 500 square metre storage as an on farm diversified use secondary to an agricultural use on-site including a new farmhouse and livestock barn.

6.1.2 Application and Notice of Public Meeting

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

6.1.3 Comments Received from Agencies and the Public

Junior Planner Victoria Mance reviewed comments received from the County of Grey, Enbridge Gas, the Saugeen Valley Conservation Authority, Southgate Public Works and the Historic Saugeen Metis. There were no comments received from members of the public.

6.1.4 Questions from Council

Councillor Shipston inquired about the timing of the proposal and questioned the Minimum Distance Separation calculation for the project and Junior Planner Victoria Mance provided clarification.

Deputy Mayor Dobreen questioned the location of the proposal in proximity to future development in the Dundalk area and any restrictions that may be imposed and Junior Planner Victoria Mance provided clarification.

Councillor John asked for clarification regarding the product that will be produced from the dry manufacturing shop and Junior Planner Victoria Mance provided a response.

6.1.5 Applicant or Agent

The applicant or agent were not in attendance.

6.1.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the application.

6.1.7 Further Questions from Council

Councillor Rice inquired about the restrictions to the subject lands and the impacts that any future development may cause and Junior Planner Victoria Mance provided a response.

6.2 Adjournment

The meeting adjourned at 9:10 AM.

7. Delegations & Presentations

None.

8. Adoption of Minutes

No. 2024-563

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council approve the minutes from the November 20, 2024 Council and Closed Session meetings as presented.

Carried

9. Reports of Municipal Officers

9.1 Economic Development Officer Brenna Carroll

9.1.1 EDO2024-013-CIP Application - Southgate Eye Care

No. 2024-564

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Staff Report EDO2024-013 be received for information; and

That Council approve Southgate Eye Care for Community Improvement Plan funding for planning fees and structural improvements to the property located at 20 Main St E,

Dundalk in the amount totalling \$10,500 on condition that the applicant receive all applicable Planning and Building Approvals.

Carried

9.2 Clerk Lindsey Green

9.2.1 CL2024-040 - 2025 Council Meeting Schedule Approval

No. 2024-565

Moved By Councillor Rice

Seconded By Councillor John

Motion # 1

Be it resolved that Staff Report CL2024-040 be received for information; and

That Council waive Section 30.1 of Procedural By-law 2022-015, and direct staff to amend the Procedural By-law, if required, to allow for the approved option to be implemented.

Carried

Without a mover and a seconder, the following motion was not considered.

Motion #2

Be it resolved that Council direct staff to implement Option 1, as presented, for the 2025 Council Meeting Schedule.

No. 2024-566

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobrean

Motion # 3

Be it resolved that Council direct staff to implement Option 2, as presented, for the 2025 Council Meeting Schedule.

Failed

Without a mover and seconder, the following motion was not considered.

Motion # 4

Be it resolved that Council direct staff to implement Option 3, as presented, for the 2025 Council Meeting Schedule.

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Motion # 5

Be it resolved that Council direct staff to implement Option 4, as presented, for the 2025 Council Meeting Schedule.

Councillor Singh Soares moved the following amendment to the main motion.

Without a seconder, the amendment to the main motion failed with no seconder.

Amendment:

Moved By Councillor Singh Soares

Be it resolved that Council amend Option 4 to allow for the second meeting of the month to be held at 5:30PM.

No. 2024-567

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Motion # 5

Be it resolved that Council direct staff to implement Option 4, as presented, for the 2025 Council Meeting Schedule.

Carried

Without a mover and seconder, the following motion was not considered.

Motion # 6

Be it resolved that Council direct staff to implement Option 5, as presented, for the 2025 Council Meeting Schedule.

9.3 Public Works Manager Jim Ellis

9.3.1 PW2024-041 2024-2025 Winter Operational Plan

No. 2024-568

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Staff Report PW2024-041 be received for information; and

That Council endorses and approves the 2024-2025 Southgate Winter Operational Plan.

Carried

9.4 Chief Administrative Officer Dina Lundy

9.4.1 CAO2024-023 Loan for Unfinanced Capital - Victoria Street Project

No. 2024-569

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that Staff Report CAO2024-023 be received for information; and

That Council direct staff to secure a loan for unfinanced

capital from 2024 in the amount of \$4,066,295.00 for Victoria Street Rehabilitation Phase 2; and

That Council approve financing option 1, for a one-year term fixed rate loan at 4.64%, with a 10-year amortization; and

That council consider the adoption of a borrowing by-law to authorize the loan.

Carried

9.4.2 By-law 2024-147 - Authorize Bank Loan for Phase 2 Victoria Street Rehab Project

No. 2024-570

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that by-law number 2024-147 being a by-law to authorize a bank loan agreement with Canadian Imperial Bank of Commerce 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

9.5 HR Manager Kayla Best

9.5.1 HR2024-007 - Health and Safety Policy

No. 2024-571

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that Staff Report HR2024-007 be received for information; and

That Council approve the renewal of the Health and Safety Policy #33A for the 2024-2025 period; and

That the Mayor sign the Health and Safety Policy Statement for the 2024-2025 period.

Carried

9.5.2 HR2024-008 - COLA and Staff Step Increases

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Staff Report HR2024-008 be received for information; and

That Council approve the COLA increase of 2% to the 2025 Staff Pay Grid effective the first full pay period of 2025; and

That Council approve the COLA increase of 2% to the 2025 Council Pay Grid and Volunteer Firefighter Pay Grid, effective January 1, 2025; and

That Council approve the COLA increase of 2% to all effected agreements and other Township established inflationary conditions, effective January 1, 2025; and

That Council approve a one step pay band increase for eligible employees, effective the first full pay period of 2025.

Councillor Ferguson moved the following motion to refer.

Deputy Mayor Dobreen called for a recorded vote on the referral motion.

No. 2024-572

Moved By Councillor Ferguson

Seconded By Councillor Singh Soares

Be it resolved that Council refer staff report HR2024-008 - COLA and Staff Step Increases until the 2025 budget discussion.

Yay (3): Councillor Rice, Councillor Ferguson, and Councillor Singh Soares

Nay (4): Mayor Milne, Deputy Mayor Dobreen, Councillor Shipston, and Councillor John

Failed (3 to 4)

Councillor Rice called for a recorded vote on the motion.

No. 2024-573

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Staff Report HR2024-008 be received for information; and

That Council approve the COLA increase of 2% to the 2025 Staff Pay Grid effective the first full pay period of 2025; and

That Council approve the COLA increase of 2% to the 2025 Council Pay Grid and Volunteer Firefighter Pay Grid, effective January 1, 2025; and

That Council approve the COLA increase of 2% to all effected agreements and other Township established inflationary conditions, effective January 1, 2025; and

That Council approve a one step pay band increase for eligible employees, effective the first full pay period of 2025.

Yay (4): Mayor Milne, Deputy Mayor Dobreen, Councillor Shipston, and Councillor John

Nay (3): Councillor Rice, Councillor Ferguson, and Councillor Singh Soares

Carried (4 to 3)

Council recessed at 10:05AM and returned at 10:15AM.

9.6 Finance Department

9.6.1 FIN2024-020 - IT Infrastructure Upgrades

No. 2024-574

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Staff Report FIN2024-020 be received for information; and

That Council approve the transfer of \$150,000.00 in the 2024 capital budget from the Replacement of Financial Software project to fund the Upgrading Required IT infrastructure project identified in this report; and

That Council direct staff to use any outstanding balance of these funds to begin an IT infrastructure reserve that can be contributed to annually for major IT infrastructure replacements.

Carried

9.7 Planning Department

9.7.1 PL2024-104 - Holding Removal 221 Doyle

No. 2024-575

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that Staff report PL2024-104 regarding Application to Remove Holding Provisions in Zoning By-law Amendment 2024-050 Harvir Khakh 221 Doyle Street, is received for information; and

That Council consider the conditions related to the placing of the holding zone in By-law 2024-050 being met, and

That Council approve By-law 2024-145 to remove the holding provision for lands in the Residential Type 3 Exception 559 (R3-559) Zone.

Carried

9.7.2 By-law 2024-145 - C34-24 Removal of Hold 221 Doyle Street

No. 2024-576

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that by-law number 2024-145 being a By-law to remove Holding Provisions established in Zoning By-law No. 19-2002, 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.

Carried

10. By-laws and Motions

10.1 By-law 2024-143 - Appoint Building Inspector - Michael Lansdell

No. 2024-577

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that by-law number 2024-143 being a by-law to appoint a Building Inspector for 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.

Carried

10.2 By-law 2024-144 - Appoint Municipal By-law Enforcement Officers

No. 2024-578

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that by-law number 2024-144 being a by-law to appoint Municipal By-law Enforcement Officers for 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.

Carried

10.3 By-law 2024-146 - Interim Tax Levy 2025

No. 2024-579

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that by-law number 2024-146 being a by-law to provide for the interim tax levies for the 2025 fiscal year 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

11. Notice of Motion

None.

12. Consent Items

12.1 Regular Business (for information)

No. 2024-580

Moved By Councillor Ferguson

Seconded By Councillor Singh Soares

Be it resolved that Council approve the items on the Regular Business consent agenda dated December 4, 2024 and direct staff to proceed with all necessary administrative actions.

Carried

12.1.1 Librarian CEO Report - November 21, 2024

**12.1.2 Librarian CEO Special Report 2025 Library
Board Meeting Dates - November 21, 2024**

**12.1.3 2024-10-23 Committee of Adjustment Meeting
Minutes**

12.2 Correspondence (for information)

No. 2024-581

Moved By Councillor Shipston
Seconded By Councillor Ferguson

Be it resolved that Council receive the items on the Correspondence consent agenda dated December 4, 2024 as information.

Carried

12.2.1 GRCA - November 22, 2024 General Meeting Minutes - received November 22, 2024

12.2.2 SVCA - Draft 2025 Budget Circulation - received November 25, 2024

12.2.3 SVCA - End of Winter Ice Operations at the Durham Upper Dam - received November 26, 2024

12.3 Resolutions of Other Municipalities (for information)

No. 2024-582

Moved By Deputy Mayor Dobreen
Seconded By Councillor John

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated December 4, 2024 as information.

Carried

12.3.1 Township of King - Redistribution of Provincial Land Transfer Tax and GST - received November 18, 2024

12.3.2 Township of Russell - Redistribution of the Provincial Land Transfer Tax and GST - received November 19, 2024

12.3.3 Township of Terrace Bay - Ambulance Shortages and Healthcare System Issues - received November 19, 2024

- 12.3.4 Township of Terrace Bay - Establishment of an Ontario Rural Road Safety Program - received November 19, 2024**
- 12.3.5 Township of Terrace Bay - Support for Billy Bishop Airport - received November 19, 2024**
- 12.3.6 Township of Terrace Bay - Support for Provincial Updates to the Municipal Elections Act - received November 19, 2024**
- 12.3.7 Township of Ashfield Colborne Wawanosh - Good Roads Association Ontario Rural Road Safety Program - received November 20, 2024**
- 12.3.8 Town of Tecumseh - Municipal Elections Act - received November 20, 2024**
- 12.3.9 Municipality of Val Rita-Harty - Implementation of a Rural Road Safety Program - received November 21, 2024**
- 12.3.10 Municipality of Wawa - Redistribution of Land Transfer Tax - received November 21, 2024**
- 12.3.11 Municipality of Wawa - Resume Assessment Cycle - received November 21, 2024**
- 12.3.12 Township of Essa - Fair Share of Provincial and Federal Government Financial Support - received November 21, 2024**

12.4 Closed Session (for information)

None.

13. County Report

Deputy Mayor Dobreen provided an update on the most recent County of Grey Council meeting. Highlights from the November 28, 2024 County Council meeting can be viewed [here](#). Deputy Mayor Dobreen noted that the Mayor Matrosovs from the Town of Blue Mountains was acclaimed as the 2025 Grey County Warden at the annual inaugural meeting on December 3, 2024 and extended her thanks to Mayor Milne for being the Warden for the past two terms.

14. Members Privilege - Good News & Celebrations

Deputy Mayor Dobreen mentioned that the Dundalk Santa Claus Parade is Saturday December 7, 2024 at 6:00PM, and the Holstein Santa Claus Parade is Saturday December 14, 2024 at 1:00PM.

15. Closed Meeting

No. 2024-583

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council proceed into closed session at 10:35AM in order to address matters relating to Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec 239(2)(e))(Subject: Litigation Update); and

That all those required remain in attendance.

Carried

Council recessed at 10:36AM and returned at 10:39AM.

No. 2024-585

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council proceed out of Closed Session at 11:01AM.

Carried

Council recessed at 11:01AM and returned at 11:03AM.

16. Confirming By-law

No. 2024-586

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that by-law number 2024-148 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 December 4, 2024 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

17. Adjournment

No. 2024-587

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council adjourn the meeting at 11:01AM.

Carried

Mayor Brian Milne

Clerk Lindsey Green