



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

February 19, 2025  
9 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 9:03AM)

Staff Present: Jim Ellis, Interim CAO  
Lindsey Green, Clerk  
Taylor McMann, Treasurer  
Kayla Best, HR Manager  
Derek Malynyk, Fire Chief  
Lacy Russell, Librarian CEO  
Ken Melanson, Director, Development & Community Services  
Kevin Green, Recreation Manager  
Phil Schram, Chief Building Official  
Brenna Carroll, Economic Development Officer  
Victoria Mance, Jr Planner  
John Watson, Acting Public Works Manager  
Holly Malynyk, Legislative Coordinator

**1. Call to Order**

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

**2. Confirmation of Agenda**

No. 2025-063

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

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

**Carried**

**3. Declaration of Pecuniary Interest**

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

**4. Committee of the Whole**

**4.1 Resolve into Committee of the Whole**

No. 2025-064

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council recess the Special Council meeting at 9:00AM and move into the Committee of the Whole meeting to allow for fuller discussion regarding the 2025 Draft Budget and the Recreation Plans.

**Carried**

**4.2 Appointment of Chair**

No. 2025-065

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** the Committee appoint Mayor Milne as Chair of the Committee of the Whole meeting on February 19, 2025.

**Carried**

## 5. Reports of Municipal Officers

### 5.1 Treasurer - Taylor McMann

#### 5.1.1 FIN2025-006 - 2025 Budget - Draft 1

No. 2025-066

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee receive Staff Report FIN2025-006 for information; and

**That** the Committee direct staff to proceed with all necessary administrative actions; and

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

**Carried**

Mayor Milne relinquished the Chair at 9:52AM.

Deputy Mayor Dobreen assumed the Chair at 9:52AM.

Deputy Mayor Dobreen relinquished the Chair at 9:55AM.

Mayor Milne reassumed the Chair at 9:55AM.

Council recessed at 10:23AM and returned at 10:36AM.

No. 2025-067

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the Committee proceed past 12:00PM.

**Carried**

No. 2025-068

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** the Committee recommend that Council direct staff to add the Durham Hospital Grant

Request in the amount of \$5000.00 to be funded from the grants, donations and funding budget; and

**That** the Committee recommend that Council waive Policy No. 3 to include the grant to be funded by the grants, donations and funding budget.

**Carried**

No. 2025-069

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee recommend that Council direct staff to add the Southgate 25th Anniversary Celebration in the amount of \$25,000.00 to the admin budget to be funded equally from the Eco Park Fund and the Southgate Solar Fund.

**Carried**

**Moved By** Councillor John

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the Committee recommend that Council direct staff to add the new position for the Library to the Library Budget to be funded from general taxation.

Deputy Mayor Dobreen moved the following amendment:

**Amendment:**

No. 2025-070

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** the Committee amend the motion to recommend that the Library position be approved as a part-time position.

**Carried**

**Main Motion as Amended:**

No. 2025-071

**Moved By** Councillor John

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the Committee recommend that Council direct staff to add the new position for the Library as a part-time position at \$36,342.00 to the Library Budget to be funded from general taxation.

**Carried**

No. 2025-072

**Moved By** Councillor Ferguson

**Seconded By** Councillor Singh Soares

**Be it resolved that** the Committee recommend that Council direct staff to add the SGR 24 Micro Surfacing project at \$209,000.00 to the 2025 draft budget.

**Carried**

**5.2 Recreation Manager - Kevin Green**

**5.2.1 REC2025-002 Presentation of Recreation Plan**

No. 2025-073

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** the Committee defer REC2025-002 to the next Committee of the Whole meeting on March 5, 2025.

**Carried**

**6. Resolve back to Council**

No. 2025-074

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

**Be it resolved that** the Committee resolve back to the Special Council meeting at 12:29PM.

**Carried**

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

**7.1 FIN2025-006 - 2025 Budget - Draft 1**

No. 2025-075

**Moved By** Councillor Shipston  
**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report FIN2025-006 for information; and

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

**Carried**

No. 2025-076

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

**Be it resolved that** Council direct staff to add the Durham Hospital Grant Request in the amount of \$5,000.00 to be funded from the grants, donations and funding budget; and

**That** Council waive Policy No. 3 to include that grant to be funded by the grants, donations and funding budget.

**Carried**

No. 2025-077

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

**Be it resolved that** Council direct staff to add the Southgate 25<sup>th</sup> Anniversary Celebration in the amount of \$25,000.00 to the admin budget to be funded equally from Eco Park Fund and Southgate Solar Fund.

**Carried**

No. 2025-078

**Moved By** Councillor John  
**Seconded By** Councillor Shipston

**Be it resolved that** Council direct staff to add the New Position for the Library, as a part-time position, at \$36,342.00 to the Library Budget to be funded from general taxation.

**Carried**

No. 2025-079

**Moved By** Councillor Ferguson  
**Seconded By** Councillor Singh Soares

**Be it resolved that** Council direct staff to add the SGR 24 Micro Surfacing project at \$209,000.00 to the 2025 draft budget.

**Carried**

**8. Closed Meeting**

None.

**9. Confirming By-law**

No. 2025-080

**Moved By** Councillor Ferguson  
**Seconded By** Councillor John

**Be it resolved that** by-law number 2025-021 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 February 19, 2025 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. Adjournment**

No. 2025-081

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council adjourn the meeting at 12:32PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green