



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

February 19, 2025  
1:00 PM  
Holstein Council Chambers

Members Present: Mayor Brian Milne  
Deputy Mayor Barbara Dobreen  
Councillor Jason Rice  
Councillor Jim Ferguson  
Councillor Martin Shipston  
Councillor Joan John

Members Absent: Councillor Monica Singh Soares

Staff Present: Jim Ellis, Interim CAO  
Lindsey Green, Clerk  
Derek Malynyk, Fire Chief  
Kevin Green, Recreation Manager  
Ken Melanson, Director, Development & Community Services  
Phil Schram, Chief Building Official  
Elisha Milne, Legislative & Planning Coordinator  
Holly Malynyk, Legislative & Records Coordinator  
Brenna Carroll, Economic Development Officer  
Victoria Mance, Junior Planner  
John Watson, Public Works Manager  
Cory Henry, Supervisor, Water & Roads

Others: Bill White, Senior Planning Consultant Triton Engineering

**1. Call to Order**

Mayor Milne called the meeting to order at 1:02PM.

**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**

Matt Rapke, Director of Development from Wilson Developments spoke at Open Forum regarding staff report CL2025-005 - Purchase and Sale Extension Approval - Wilson Development and By-law 2025-006 Purchase and Sale Amending Agreement - 1000163754 Ontario Inc - Wilson Developments - Eco Park.

**4. Confirmation of Agenda**

No. 2025-082

**Moved By** Councillor Ferguson  
**Seconded By** Deputy Mayor Dobrean

**Be it resolved that** Council confirm the agenda as amended to move staff report CL2025-005 Purchase and Sale Extension Approval - Wilson Development and By-law 2025-006 Purchase and Sale Amending Agreement - 1000163754 Ontario Inc - Wilson Developments - Eco Park, to directly follow item 9.1.2.

**Carried**

**5. Declaration of Pecuniary Interest**

Mayor Milne declared a pecuniary interest on item 9.7.3 PW2025-008 - Quotes and Tender Award Recommendation as one of the recommended companies for the 2025 road maintenance tenders is a family member, and did not participate in the discussion or voting on the item.

Councillor Rice declared a pecuniary interest on item 9.7.3 PW2025-008 - Quotes and Tender Award Recommendation as one of the

recommended companies for the 2025 equipment rental quotes is a family member, and did not participate in the discussion or voting on the item.

## **6. Public Meeting**

### **6.1 C32-24 Township Zoning By-law Amendment for Decks and Accessory Structures - Township of Southgate - Entire Township of Southgate**

#### **6.1.1 Background**

Changes to the Zoning By-law proposed generally apply to the following:

- Section 3 changes definition of Accessory Building and Structure and add definitions of Carport, Required Yard and Required Setback.
- Section 5.1 (a) though (h) to clarify when main building setbacks apply versus when accessory buildings may encroach into required setbacks.
- Section 5.18 to implement regulations to establish clear rules for above and below ground swimming pools including safety features.
- Change interior side yard provisions in Residential-1, Residential-2, Residential-3, Residential-5 and Residential-6 zones to increase setback distances for dwellings without a garage or carport attached to the main building.
- Other minor changes pertaining to maximum one Additional Residential permitted in certain areas within a detached building and other provisions for separate accessory structures.

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

Click [here](#) for the link to the application documents on the Township website.

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**

Senior Planning Consultant Bill White reviewed comments received from the County of Grey, Enbridge Gas, the Grand River Conservation Authority, Historic Saugeen Metis and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

#### **6.1.4 Questions from Council**

Deputy Mayor Dobreen had questions regarding the swimming pools provision, and if there would be any requirements for existing pools be updated to comply with the proposed amendment, and Senior Planning Consultant Bill White provided a response.

Councillor Shipston questioned the affect of the Building Code on car ports verses garages and being grouped together in a definition and inquired about the provision regarding no front yard accessory buildings within the Rural designations and would relief be provided and Senior Planning Consultant Bill White provided a response.

#### **6.1.5 Applicant or Agent**

The applicant was in attendance, Senior Planning Consultant Bill White presented the proposal in detail and was available for any questions.

#### **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**

There were no further questions from Members of Council.

#### **6.1.8 Adjournment**

The meeting adjourned at 1:20 PM.

### **7. Delegations & Presentations**

#### **7.1 South East Grey Community Health Centre - Program and Activities Update**

No. 2025-083

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

**Be it resolved that** Council receive the delegation from the South East Grey Community Health Centre providing an update on programs and activities for information.

**Carried**

## **7.2 Grey Sauble Conservation Authority - Carl Seider**

No. 2025-084

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

**Be it resolved that** Council receive the delegation from Grey Sauble Conservation Authority for information.

**Carried**

## **8. Adoption of Minutes**

No. 2025-085

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

**Be it resolved that** Council approve the minutes from the February 5, 2025 Council and Closed Session meetings as presented.

**Carried**

## **9. Reports of Municipal Officers**

### **9.1 Chief Administrative Officer**

#### **9.1.1 CA02025-005 Source Water Protection Risk Management Services Agreement**

No. 2025-086

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

**Be it resolved that** Staff Report CAO2025-005 be received for information; and

**That** Council consider approval of By-law No. 2025-017 appointing Grey Sauble Conservation Authority for Risk Management Services and Part IV Enforcement of Source Protection Plans in the Township of Southgate.; and

**That** Council appoint Grey Sauble Conservation Authority Risk Management Officials and Risk Management Inspectors Carl Seider and Karen Gillian pursuant to section 48 of the Clean Water Act, 2006.

**Carried**

### **9.1.2 By-law 2025-017 - Source Water Protection Risk Management Services Agreement**

No. 2025-087

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** by-law number 2025-017 being a bylaw to authorize an agreement between the Grey Sauble Conservation Authority 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.

**Carried**

## **9.2 Legislative Services**

### **9.2.1 CL2025-005 - Purchase and Sale Extension Approval - Wilson Developments**

No. 2025-088

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report CL2025-005 be received for information; and

**That** Council consider approval of By-law 2025-006 being a by-law to enter into an agreement with 1000163754 Ontario Inc. (Wilson Developments) per their received extension request.

**Carried**

**9.2.2 By-law 2025-006 - Purchase and Sale Amending Agreement -1000163754 Ontario Inc - Wilson Developments - Eco Park**

No. 2025-089

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2025-006 being a bylaw to enact an amending agreement to amend by-law number 2022-017 to authorize a purchase and sale agreement between 1000163754 Ontario Inc 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.

**Carried**

**9.3 Emergency Services**

**9.3.1 FIRE-2025-002 - Foodland Agreement**

No. 2025-090

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobrean

**Be it resolved that** Staff Report FIRE2025-002 be received for information; and

**That** Council consider approval of By-Law 2025-018 to enter into an agreement with L & M Food Market (Ontario).

**Carried**

**9.3.2 By-law 2025-018 - L&M Food Market (Foodland)  
Agreement**

No. 2025-091

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2025-018 being a by-law to authorize an agreement between the Dundalk L&M Food Market 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.

**Carried**

**9.4 Economic Development Department**

**9.4.1 EDO2025-004-Downtown Revitalization Taskforce -  
Member Appointment**

No. 2025-092

**Moved By** Councillor John

**Seconded By** Councillor Ferguson

**Be it resolved that** Staff Report EDO2025-004 be received for information; and

**That;** Council appoint the following individuals to the Downtown Revitalization Taskforce for Dundalk:

1. Samantha Parent.
2. Govind Singh.
3. Neive Power.
4. Stacy Sherson.
5. Marg McCarthy.
6. Erin Goodyear.



7. Talha Wasti.

**Carried**

## **9.5 Recreation Department**

### **9.5.1 REC2025-003 - Capital Projects Financial Reconciliation 2024**

No. 2025-093

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** Staff Report REC2025-003 be received for information; and

**That** Council approve the cost overage for the Pool Accessibility Project \$8,108.26 to be taken from Reserves 01-0000-2504 Recreation-Dundalk.

**Carried**

Council recessed at 2:20PM and returned at 2:30PM.

## **9.6 Planning Department**

### **9.6.1 PL2025-013 - Railtrail Crossings - Settlement Area Growth**

No. 2025-094

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Staff Report PL2025-013 be received for information; and

**That** Council direct Township staff to work with County staff to negotiate the transfer of portions of the CP Rail Trail to Township ownership to facilitate the construction of crossings of the rail trail for future roads and recreational uses;

**That** Township staff bring forward any agreement(s) for these transfers for Council approval; and

**That** the Township report and Council resolutions be

forward to Grey County Council for the February 27, 2025 meeting.

**Carried**

#### **9.6.2 PL2025-014 - Glenelg Phase 3 Red Line Support**

No. 2025-095

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report PL2025-014 be received for information; and

**That** Council support the proposed red line revision to the Glenelg Phase 3 Plan of Subdivision approval from Grey County; and

**That** Staff be directed to forward this report and resolution to the County of Grey for their records.

**Carried**

#### **9.6.3 PL2025-015 - OLT Formerly LPAT Attendance Policy**

No. 2025-096

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report PL2025-015 be received for information; and

**That** Council direct staff to update the LPAT Attendance Policy and bring forward options for Council consideration; and

**That** Council confirm staff participate in the OLT process for the appeal of [File A12-24](#).

**Carried**

#### **9.6.4 PL2025-016 - Site Plan Control By-law Amendment (amending agreements)**

No. 2025-097

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report PL2025-016 be received for information; and

**That** Council consider approval of By-law 2025-019 being an amendment to the Site Plan Control By-law 2025-011.

**Carried**

**9.6.5 By-law 2025-019 - Amending Site Plan Control By-law 2025-011**

No. 2025-098

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law 2025-019 being a by-law to amend By-law 2025-011, being a by-law to establish a Site Plan Control By-law 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**

**9.6.6 PL2025-017- Proposed Zoning By-law Amendment, On Farm Diversified Uses**

No. 2025-099

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that Council** receive as information Staff Report 2025-017 for File C4-25 As-Of-Right Zoning On Farm Diversified Uses (OFDU); and

**That** Council direct staff to proceed to an open house, agency circulation and then a statutory public meeting on the proposed draft zoning by-law amendment to permit

certain dry industrial On Farm Diversified Uses (OFDU) permitted as of right (sawmill, welding shop, woodworking, fabrication, value-added processing, packaging and similar), non-industrial OFDUs (retail uses, café/small restaurant, food store and similar) and underlying regulations for such uses as attached to the Staff Report.

**Carried**

**9.6.7 PL2025-018 - Part Lot Control Extension Request - Flato Edgewood Greens**

No. 2025-100

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** Staff report PL2025-018 regarding the Request to Extend Part Lot Control By-law 2023-012, Flato East Edgewood Greens be received for information; and

**That** Council consider approval of By-law 2025-020 to extend part lot control for one year on lands described as Blocks 133 to 144, Plan 16M-91.

**Carried**

Councillor John left the meeting at 3:00PM and did not return.

**9.6.8 By-law 2025-020 Part Lot Control Extension of By-law 2023-012 Flato East, Edgewood Greens Plan 16M-91, Blocks 133 - 144**

No. 2025-101

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** by-law 2025-020 being a By-law to Extend the Time Period for Part Lot Control By-law 2023-012 under Section 50(7.4) of the Planning Act R.S.O. 1990, as amended Certain Lands being Blocks 97 to 105

and Blocks 133 to 144 Plan 16M-91 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**

## **9.7 Public Works Department**

### **9.7.1 PW2025-005 Dundalk Drinking Water 2024 Annual Report**

No. 2025-102

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Staff Report PW2025-005 be received for information; and

**That;** and that Council approve the Dundalk Drinking Water 2024 Annual Report.

**Carried**

### **9.7.2 PW2025-006 Dundalk Wastewater 2024 Annual Report**

No. 2025-103

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report PW2025-006 be received for information; and

**That;** Council approve the Dundalk Wastewater Treatment Plant 2024 Annual Report.

**Carried**

### **9.7.3 PW2025-008 - Quotes and Tender Award Recommendations**

Mayor Milne declared a pecuniary interest on item 9.7.3 PW2025-008 - Quotes and Tender Award Recommendation as one of the recommended companies for the 2025 road maintenance tenders is a family member, and did not participate in the discussion or voting on the item.

Councillor Rice declared a pecuniary interest on item 9.7.3 PW2025-008 - Quotes and Tender Award Recommendation as one of the recommended companies for the 2025 equipment rental quotes is a family member, and did not participate in the discussion or voting on the item.

Mayor Milne relinquished the Chair.

Deputy Mayor Dobreen assumed the Chair.

No. 2025-104

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report PW2025-008 be received for information; and

**That** Council approve the award of the 2025 Dundalk Water/Wastewater Rates Study to Watson & Associates Economists Ltd. in the amount of \$33,816.00 plus HST; and

**That** Council approve the recommendations to award the 2025 equipment rentals quotes as received; and

**That** Council approve the recommendations to award the 2025 road maintenance tenders as received from:

1. Holland Transport the 35% Liquid Dust Suppressant at \$540 per flake tonne and the 20% Liquid Dust suppressant at \$495 per flake tonne plus HST
2. H Bye Construction the Winter Sand Supply, Haul with Pugmill for a total amount of \$158,160 plus HST

3. Donegans Haulage Limited the Crush, Load, Apply and Stockpile for a total amount of \$534,000 plus HST

**Carried**

Deputy Mayor Dobreen relinquished the Chair.

Mayor Milne reassumed the Chair.

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

None.

## **11. Notice of Motion**

None.

## **12. Consent Items**

### **12.1 Regular Business (for information)**

No. 2025-105

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated February 19, 2025 and direct staff to proceed with all necessary administrative actions.

**Carried**

**12.1.1 PW2025-007-Bridge Inspection Report 2024**

**12.1.2 Deputy Mayor Dobreen - ROMA 2025  
Conference Report**

**12.1.3 Councillor Shipston - ROMA Conference  
Evaluation**

### **12.2 Correspondence (for information)**

No. 2025-106

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

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated February 19, 2025 as information.

**Carried**

**12.2.1 OLT - Notice of Hearing - A12-24**

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

No. 2025-107

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

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated February 15, 2025 as information.

**Carried**

**12.3.1 Town of Cobourg - Municipal Restructuring Study - received January 31, 2025**

**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 February 13, 2025 County of Grey Council meeting can be viewed [here](#).

**14. Members Privilege - Good News & Celebrations**

None.

**15. Closed Meeting**

None.

**16. Confirming By-law**



No. 2025-108

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** by-law number 2025-022 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 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**

**17. Adjournment**

No. 2025-109

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council adjourn the meeting at 3:14PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green