



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

March 5, 2025  
1 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  
Taylor McMann, Treasurer  
Kayla Best, HR Manager  
Derek Malynyk, Fire Chief  
John Watson, Acting Public Works Manager  
Kevin Green, Recreation Manager  
Lacy Russell, Librarian CEO  
Ken Melanson, Senior Manager, Development & Community Services  
Phil Schram, Chief Building Official  
Brenna Carroll, Economic Development Officer  
Holly Malynyk, Legislative and Records Coordinator

**1. Call to Order**

Mayor Milne called the meeting to order at 1:00PM.

**2. Confirmation of Agenda**

No. 2025-123

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**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. 2025-124

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council recess the Special Council meeting at 1:00PM and move into the Committee of the Whole meeting to allow for fuller discussion regarding the 2025 Draft Budget and the Recreation Plans for the Township of Southgate.

**Carried**

**4.2 Appointment of Chair**

No. 2025-125

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** the Committee appoint Mayor Milne as Chair of the Committee of the Whole meeting on March 5, 2025.

**Carried**

**5. Reports of Municipal Officers**

**5.1 Treasurer Taylor McMann**

### 5.1.1 FIN2025-008 - 2025 Budget - Draft 2

No. 2025-126

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee receive Staff Report FIN2025-008 for information; and

**That** Committee recommend that Council receive Staff Report FIN2025-008 for information; and

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

**Carried**

No. 2025-127

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** the Committee recommend that Council direct staff to transfer the Recreation Department's Kubota Tractor Replacement of \$42,000.00 currently funded through taxation to be funded from the Recreation Reserve.

**Carried**

No. 2025-128

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the Committee recommend that Southgate contribute \$50,000 for 5 years to a Mount Forest Pool reserve (50% from each of the community funds), for a total of \$250K with the following conditions:

1. That the contribution be held in a Southgate reserve until construction of the Mount Forest Pool begins; and

2. That Wellington North Council waive any non-resident fees for Southgate residents that use the pool generally or for lessons; and
3. That a letter be sent to Wellington North Council requesting an agreement that the non-resident fees to Southgate be waived in relation to pool use.

**Carried**

Without a seconder, the following motion was not considered.

**Moved By** Councillor Ferguson

**Be it resolved that** the Committee recommend that Council direct staff to contribute \$50,000 in reserves for the Holstein Sand Shed Replacement.

The following motion was withdrawn by the mover and seconder.

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** the Committee recommend that Council direct staff to fund the repair of the Holstein Sand Shed replacement in the approximate amount of \$65,000.00 in 2025 and contribute \$100,000.00 to reserves yearly, for the next 6 years, for future replacement of the building.

No. 2025-129

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** the Committee recommend that Council direct staff to reflect the Holstein Sand Shed Replacement project to be funded from the Industrial Land Reserve in the next draft of the budget for further discussion.

**Carried**

No. 2025-130

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee recommend that Council direct staff to remove the Public Works Department Pick up Truck Replacement from the draft budget and update the draft budget to reflect funding 50% of the Tandem Plow Truck Replacement in 2025 and 50% in 2026.

**Carried**

No. 2025-131

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee recommend that Council direct staff to remove the SGR 24 Micro Surfacing project at \$209,000.00 from the draft budget, as previously added in the first-round budget meeting.

**Carried**

No. 2025-132

**Moved By** Councillor John

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** the Committee recommend that Council direct staff to remove the Director of Corporate Services and Director of Public Works and Infrastructure positions from the draft budget and direct the HR Manager to prepare a report for the next meeting on impacts and recommendations to the staff organizational chart.

**Carried**

No. 2025-133

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** the Committee recommend that Council direct staff to include the Fire Department Compressor at \$50,000.00 and the Waste Department Overhead Garage Door Replacement at \$45,000.00 in the draft budget to be funded equally from the Eco Park and Solar Community Funds.

**Carried**

No. 2025-134

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** the Committee recommend that Council direct staff to remove the new part-time position for the Library from the draft budget, as previously added in the first-round budget meeting.

**Carried**

## **5.2 Recreation Manager Kevin Green**

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

Deputy Mayor Dobreen moved the following motion.

No. 2025-135

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** the Committee proceed past 4:00PM.

**Carried**

No. 2025-136

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

**Be it resolved that** the Committee of the Whole receive Staff Report REC2025-002 for information; and

**That** the Committee of the Whole recommend that Council receive Staff Report REC2025-002 for information.

**Carried**

**6. Resolve back to Council**

No. 2025-137

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** the Committee resolve back to the Special Council meeting at 4:28PM.

**Carried**

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

**7.1 FIN2025-008 - 2025 Budget - Draft 2**

No. 2025-138

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report FIN2025-008 for information; and

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

**Carried**

No. 2025-139

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council direct staff to transfer the Recreation Department Kubota Tractor Replacement of \$42,000.00 currently funded through taxation to be funded from the Recreation Reserve.

**Carried**

No. 2025-140

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Southgate contribute \$50,000 for 5 years to a Mount Forest Pool reserve (50% from each of the community funds), for a total of \$250K with the following conditions:

1. That the contribution be held in a Southgate reserve until construction of the Mount Forest Pool begins; and
2. That Wellington North Council waive any non-resident fees for Southgate residents that use the pool generally or for lessons; and
3. That a letter be sent to Wellington North Council requesting an agreement that the non-resident fees to Southgate be waived in relation to pool use.

**Carried**

No. 2025-141

**Moved By** Councillor Shipston

**Seconded By** Councillor John

**Be it resolved that** Council direct staff to reflect the Holstein Sand Shed Replacement project to be funded from the Industrial Land Reserve in the next draft of the budget for further discussion.

**Carried**

No. 2025-142



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

**Be it resolved that** Council direct staff to remove the Public Works Department Pick up Truck Replacement from the draft budget and update the draft budget to reflect funding 50% of the Tandem Plow Truck Replacement in 2025 and 50% in 2026.

**Carried**

No. 2025-143

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

**Be it resolved that** Council direct staff to remove the SGR 24 Micro Surfacing project at \$209,000.00 from the draft budget, as previously added in the first-round budget meeting.

**Carried**

No. 2025-144

**Moved By** Councillor Shipston  
**Seconded By** Councillor Rice

**Be it resolved that** Council direct staff to remove the Director of Corporate Services and Director of Public Works and Infrastructure positions from the draft budget and direct the HR Manager to prepare a report for the next meeting on impacts and recommendations to the staff organizational chart.

**Carried**

No. 2025-145

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

Be it resolved that Council direct staff to include the Fire Department Compressor at \$50,000.00 and the Waste Department Overhead Garage Door Replacement at \$45,000.00

in the draft budget to be funded equally from the Eco Park and Solar Community Funds.

**Carried**

No. 2025-146

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council direct staff to remove the new part-time position for the Library from the draft budget, as previously added in the first-round budget meeting.

**Carried**

## **7.2 REC2025-002 Presentation of Recreation Plans**

No. 2025-147

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report REC2025-002 for information.

**Carried**

## **8. Closed Meeting**

None.

## **9. Confirming By-law**

No. 2025-148

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2025-026 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 March 5, 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. 2025-149

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council adjourn the meeting at 4:30PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green