Township of Southgate  
Minutes of Council Meeting

September 4, 2019
9:00 AM
Council Chambers

Members Present: Mayor John Woodbury
Councillor Barbara Dobreen
Councillor Michael Sherson
Councillor Jason Rice
Councillor Jim Frew
Councillor Martin Shipston

Members Absent: Deputy Mayor Brian Milne

Staff Present: Dave Milliner, CAO
Joanne Hyde, Clerk
Jim Ellis, Public Works Manager
Glenn Walker, Economic Development Officer
Clinton Stredwick, Planner
Lindsey Green, Deputy Clerk

1. Call to Order

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

2. Open Forum-Registration begins 15 minutes prior to meeting

No members of the public spoke at open forum.

3. Confirmation of Agenda

No. 2019-535
Moved By Councillor Sherson
Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended.

Carried
4. **Declaration of Pecuniary Interest**

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

5. **Adoption of Minutes**

No. 2019-536

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

**Be it resolved that** Council approve the minutes from the August 7, 2019 Council and Closed Session meeting as presented; and  
**That** Council approve the minutes from both August 16, 2019 Special Council and Closed Session meetings as presented.  

**Carried**

6. **Reports of Municipal Officers**

6.1 **Economic Development Officer Glenn Walker**

6.1.1 **EDO2019-011 Downtown Dundalk and Holstein Community Improvement Plan**

**Moved By** Councillor Shipston  
**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report EDO2019-011 for information; and  
**That** Council approve in principle the draft Downtown Dundalk and Holstein Community Improvement Plan (CIP); and  
**That** the Township host public meeting(s) and for on-line consultation to allow stakeholders to review the Plan and to receive public input on the CIP program; and  
**That** the Township submits the Community Improvement Plan to the Grey County Planning Department for review and comment; and  
**That** the Township submits the Community Improvement Plan to the Ontario Ministry of Municipal Affairs and Housing for review.
Councillor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2019-537  
**Moved By** Councillor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** Council amend the motion to add two clauses that state: "That Council provide comments and feedback to the EDO by September 11, 2019 for inclusion and draft approval at the September 18, 2019 Regular Meeting of Council agenda; and That the EDO be directed to provide Council with possible dates for public meetings for consideration."

**Carried**

**Motion as Amended:**

No. 2019-538  
**Moved By** Councillor Shipston  
**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report EDO2019-011 for information; and

**That** Council approve in principle the draft Downtown Dundalk and Holstein Community Improvement Plan (CIP); and

**That** the Township host public meeting(s) and for on-line consultation to allow stakeholders to review the Plan and to receive public input on the CIP program; and

**That** the Township submits the Community Improvement Plan to the Grey County Planning Department for review and comment; and

**That** the Township submits the Community Improvement Plan to the Ontario Ministry of Municipal Affairs and Housing for review; and

**That** Council provide comments and feedback to the EDO
by September 11, 2019 for inclusion and draft approval for the September 18, 2019 Regular Meeting of Council; and That the EDO be directed to provide Council with possible dates for public meetings for consideration.

Carried

6.2 Clerk Joanne Hyde

6.2.1 CL2019-032 Procedure By-law Updates

No. 2019-539
Moved By Councillor Frew
Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CL2019-032 for information; and That Council approve the updates to the Procedure By-law as presented and supported at the August 7, 2019 Regular Meeting of Council.

Carried

6.2.2 By-law 2019-120 - Procedure By-law

No. 2019-540
Moved By Councillor Dobreen
Seconded By Councillor Frew

Be it resolved that by-law number 2019-120 being a by-law to govern the proceedings of Council, Committees, and Committee of Adjustment, and to repeal By-law 2017-100, amended by By-law 2018-035 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
6.2.3 CL2019-033 Community Engagement Tool - Update

No. 2019-541

Moved By Councillor Shipston
Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report CL2019-033 for information; and

That Council support staff to proceed with the recommended “ShapeSouthgate” branding for use with Bang the Table engagement tools.

Carried

6.2.4 CL2019-035 Drainage Engineers Tender Report - Matthews and Martin Drain

No. 2019-542

Moved By Councillor Frew
Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report CL2019-035 for information; and

That Council award the tender for the construction of the Matthews/Martin Drainage Works to AgDrain Farm Drainage in the amount of $19,097.00 (including HST); and

That Council approve the final reading of the Matthews/Martin Drainage By-law 2019-107 at the September 4, 2019 Regular Meeting of Council.

Carried

6.2.5 By-law 2019-107 - Matthews/Martin Drainage Works

No. 2019-543

Moved By Councillor Frew
Seconded By Councillor Rice

Be it resolved that by-law number 2019-107 being a by-law to provide for the Matthews/Martin Drainage be read a
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

6.3 Public Works Manager Jim Ellis

6.3.1 PW2019-055 Dundalk and Holstein Streets Speed Limit Reduction

No. 2019-544

Moved By Councillor Shipston
Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PW2019-055 for information; and

That Council approve the maximum speed rate to 40 kilometres per hour for all Dundalk and Holstein Streets in the settlement areas by By-law 2019-128; and

That Council request that Grey County Transportation consider reducing the speed limit to 40 kilometres per hour on Grey Road #9, Main Street Dundalk from a point 100 meters west of the intersection at King’s Highway 10 to a point 100 metres west of the intersection at Ida Street, and Grey Road # 109 Holstein from Southgate Road 12 to a point 350 metres north of the north entrance of the Egremont Community School.

Carried

6.3.2 By-law 2019-128 - Motor Vehicle Speed By-law

No. 2019-545

Moved By Councillor Dobreen
Seconded By Councillor Rice

Be it resolved that by-law number 2019-128 being a by-law for setting the rate of speed of motor vehicles from a statutory speed limit 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

6.3.3 PW2019-057 Dundalk Street Pole Decorative Holiday LED Lighting

Moved By Councillor Shipston
Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2019-057 for information; and

That Council direct staff on the option preferred to purchase Dundalk street pole decorative holiday LED lighting.

Councillor Sherson moved the following amendment to the main motion.

Amendment:

No. 2019-546
Moved By Councillor Sherson
Seconded By Councillor Shipston

Be it resolved that Council amend the second clause of the motion and direct staff to use Lablanc Illuminations for the purchase of the Dundalk street pole decorative Holiday LED lighting.

Carried

Motion as Amended:

No. 2019-547
Moved By Councillor Shipston
Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2019-057 for information; and
That Council direct staff to use Lablanc Illuminations for the purchase of the Dundalk street pole decorative holiday LED lighting.

Carried

6.4 Planner Clinton Stredwick

6.4.1 PL2019-051 Flato East Draft Plan Extension

No. 2019-548
Moved By Councillor Frew
Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2019-051 for information; and
That Council support the draft plan extension for Subdivision 42T-2015-05 (Flato East) for a period of 5 years until November 10, 2024; and
That a copy of the resolution be forwarded on to the County of Grey Planning Director.

Carried

6.4.2 PL2019-053 ZBA C16-19 - Flato North Phase 4, 5 & 6 Removal of Holding

No. 2019-549
Moved By Councillor Dobreen
Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PL2019-053 for information; and
That Council consider passing by-law 2019-130, removing the holding symbol for phases 4-6 of the Flato Development.

Carried
6.4.3 By-law 2019-130 - ZBA C16-19 - Flato North Phase 4, 5 & 6 Removal of Holding

No. 2019-550

Moved By Councillor Rice
Seconded By Councillor Frew

Be it resolved that by-law number 2019-130 being a by-law to lift the Holding (H) Provision from Zoning By-law 19-2002, 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

6.4.4 PL2019-054 Flato North Phase 4, 5 & 6 Clearance Letter

No. 2019-551

Moved By Councillor Dobreen
Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2019-054 for information; and
That the Clearance letter be forwarded to the County of Grey, upon confirmation from the Township Solicitor that the Subdivision Agreement, is registered on title.

Carried

Council recessed at 10:15 AM and returned at 10:24 AM.

6.5 CAO Dave Milliner

6.5.1 CAO2019-091 Dundalk Olde Town Hall Avis Part B Building Report

No. 2019-552

Moved By Councillor Frew
Seconded By Councillor Shipston

Be it resolved that Council receive staff report CAO2019-091 as information; and
That Council consider the Avis Part B Comprehensive Report for the Building Assessment and Feasibility Study for the Olde Town Hall Building for the next 30 days while staff prepare a comprehensive report that considers project cost, reserves, funding options, future facility use plan, business plan for building management, annual operational costs, annual maintenance costs, future ownership options, feedback from the 2019 Community Action Planning Consultant survey/public feedback results to be part of recommendation of future options for the Olde Town Hall Building.

Carried


No. 2019-553
Moved By Councillor Shipston
Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CAO2019-093 as information; and
That Council review and provide the CAO feedback on the Southgate Draft 2019-2023 Community Action Plan Final Report with the drafted initiatives to lead the desired future changes and outcomes from the resident feedback received from our strategic planning consultant.

Carried

6.5.3 CAO2019-094 2018 Joint Building Services Financial Report

No. 2019-554
Moved By Councillor Rice
Seconded By Councillor Shipston

Be it resolved that Council receive staff report CAO2019-094 as information; and
**That** Council receive the financial report for 2018 to close off the Joint Building Services partnership with Chatsworth, Grey Highlands and West Grey in relation to excess operating revenues (permit fees collected) over expenses, the DC funds collected, the building permit deposits remaining and the Township’s portion of its undepreciated capital investment due to Southgate.

*Carried*

**6.5.4 CAO2019-095 Southgate CAO Update and RED and ICIP Funding Report**

No. 2019-555

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CAO2019-095 as information; and

**That** Council provide comments and feedback to staff on developing partnerships related to an ICIP Grant Funding application for and investing reserves in a Multi-Use Community Facility Project in Dundalk.

*Carried*

**6.5.5 CAO2019-096 Canine Control Officer Services Recommendation**

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive staff report CAO2019-096 as information; and

**That** Council direct staff to negotiate a renewal agreement with the current Southgate Canine Control Officer, Karyn Foster.
Councillor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2019-556  
**Moved By** Councillor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** Council amend the motion to remove the second clause.

Carried

**Motion as Amended:**

No. 2019-557  
**Moved By** Councillor Rice  
**Seconded By** Councillor Shipston

**Be it resolved that** Council receive staff report CAO2019-096 as information.

Carried

7. **By-laws and Motions**

7.1 **By-law 2019-117 - Recreational Cannabis Use**

No. 2019-558  
**Moved By** Councillor Shipston  
**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2019-117 being a by-law to prohibit the smoking or vaporizing of recreational cannabis in public places within 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
7.2 **By-law 2019-129 - Road Widening - Consent B13-18**

No. 2019-559  
*Moved By* Councillor Sherson  
*Seconded By* Councillor Dobreen

**Be it resolved that** by-law number 2019-129 being a by-law to establish a highway in the former Township of Egremont (Consent file B13-18) 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

7.3 **By-law 2019-133 - Building Disclosure Policy Approval**

No. 2019-560  
*Moved By* Councillor Shipston  
*Seconded By* Councillor Sherson

**Be it resolved that** by-law number 2019-133 being a by-law to adopt a Building Disclosure Policy 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

8. **Consent Items**

8.1 **Regular Business (for information)**

No. 2019-561  
*Moved By* Councillor Shipston  
*Seconded By* Councillor Sherson

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated September 4, 2019 and direct staff to proceed with all necessary administrative actions.

Carried
8.1.1 CL2019-034 AMO Conference Report
8.1.3 PW2019-056 Public Works Department Report
8.1.4 CAO2019-089 Building By-law and Canine Monthly Reports - July 2019
8.1.5 CAO2019-092 2019 Southgate Operations Work Plan Progress Update
8.1.6 CAO2019-097 - 2019 AMO Conference Report
8.1.7 July 2019 Cheque Register
8.1.8 Councillor Shipston - 2019 AMO Conference Report
8.1.9 Councillor Dobreen - 2019 AMO Conference Report

8.2 Closed Session (for information)
None.

9. Motions Arising from Consent Items (Council Information Package)

9.1 Township of Warwick Resolution re: Safety on Family Farms - received
No. 2019-562
Moved By Councillor Shipston
Seconded By Councillor Rice

Be it resolved that CIP Item 1.2.2 (August 15, 2019), being a resolution for enforcement for the safety on family farms from the Township of Warwick be received for information; and That Council direct staff to prepare correspondence in support of this resolution to be forwarded to the County of Grey, all Grey County member municipalities, MPP Bill Walker and the Association of Ontario Municipalities.

Carried
Councillor Dobreen moved the following motion.

No. 2019-563
Moved By Councillor Dobreen
Seconded By Councillor Shipston

Be it resolved that Council proceed past noon.

Carried

10. Notice of Motion

10.1 Councillor Dobreen - NoM - Community Foundation Grey Bruce Opportunity

No. 2019-564
Moved By Councillor Dobreen
Seconded By Councillor Shipston

Whereas Council received a presentation from the Community Foundation Grey Bruce (CFGB) on July 3, 2019 https://pub-southgate.escribemeetings.com/filestream.ashx?DocumentId=5647 in which they informed us of the benefits of its various funds and the opportunity for Southgate to participate in any of those funds, including those for community grants and scholarships;

Therefore, be it resolved that Council direct staff to investigate and report back through the 2020 budget process on the options to invest equal amounts from both the Southgate Eco Park and Southgate Solar community funds in any combination of the CFGB funds available, including but not limited to a Scholarship Fund for post-secondary education in either a university, college or apprenticeship/trade program(s).

Carried

10.2 Councillor Shipston - NoM - Unresolved Property Standards Complaints

No. 2019-565
Moved By Councillor Shipston
Seconded By Councillor Dobreen
Whereas questions have arisen following CAO Report 2019-078, Attachment 2, specifically the number of unresolved property standard complaints, and

Whereas Council has not received any updates on these and other possible or ongoing litigation matters,

Therefore be it resolved that staff be directed to update Council on the above mentioned legal matters and any additional legal updates since orientation in 2018, and

That as a result of the sensitive nature, updates be given at the September 18, 2019 Closed Session meeting with CAO, the Clerk, and pertinent Department Heads present.

Carried

11. New Business

None.

12. County Report

Mayor Woodbury updated members on the last County Council meeting including receiving revisions to a subdivision agreement in the Municipality of Grey Highlands. He also noted that the County is enrolled in a Partners for Climate Protection Program. Members received comments from the Planning Department on the proposed regulations through Bill 108. He added that there was a report received from Paramedic Services noting that nothing further had been discussed regarding the amalgamation of paramedic services and that their response times continue to improve. Lastly, he added that BDO has been appointed as the auditor for the County and that childcare projects are starting in conjunction with the Bruce-Grey Catholic School Board.

13. Members Privilege - Good News & Celebrations

Councillor Sherson mentioned that the Dundalk Fall Fair is this coming weekend at the Fairgrounds in Dundalk and that they are still looking for volunteers and if anyone was interested to contact a member of the Fair Board. Councillor Sherson asked Public Works Manager Jim
Ellis to provide an update on the construction on Main Street in Dundalk.

Public Works Manager Jim Ellis noted that the construction is on schedule as of right now and added that the weather has been cooperating. There is currently two crews working on the project which has kept them on schedule. A discussion was held regarding the status of construction with regards to the Dundalk Fall Fair this weekend and members added that the safety of all attending is the most important.

Councillor Dobreen congratulated staff for completing various education programs through AMCTO. She added that at a passed Uppergrand Watershed Committee Meeting there was a presentation received from a not-for-profit organization that promotes grassland development that is funded through the Grand River Conservation Authority and they also received a presentation with regard to the pollinator health action plan and added that Council may be hearing more from the Uppergrand Watershed Committee with regards to these presentations. Lastly, she added that the Cow Town Lunch Bunch was holding their lunch today for anyone that would like to attend and that the Southgate Farmers Market is hosting their chili cook-off event at next Wednesday’s market and remarked that Mayor Woodbury has been included in the cook-off as a contestant.

14. **Closed Meeting**

No. 2019-566

**Moved By** Councillor Dobreen  
**Seconded By** Councillor Rice

**Be it resolved that** Council proceed into closed session at 12:09 PM in order to address matters relating to a Proposed or Pending Acquisition of Land (Subject: Southgate Sideroad 26 Property Ownership - Verbal Update), a Proposed or Pending Disposition of Land (Subject: Southgate Gravel Pit License and Negotiations with SON and the Ministry of Natural Resources and Forestry - Verbal Update); and **That** Public Works Manager Jim Ellis, Clerk Joanne Hyde and CAO Dave Milliner remain in attendance.

**Carried**

Council recessed at 12:09 PM and returned at 12:16 PM.
No. 2019-567
Moved By Councillor Dobreen
Seconded By Councillor Sherson

Be it resolved that Council come out of Closed Session at 12:36 PM.

Carried

14.1 Proposed or Pending Acquisition of Land (Subject: Southgate Sideroad 26 Property Ownership - Verbal Update)

No. 2019-568
Moved By Councillor Dobreen
Seconded By Councillor Frew

Be it resolved that Council receive the verbal update provided by CAO Milliner regarding the proposed acquisition of land (Subject: Southgate Road 26 Property Ownership); and

That Council support staff in proceeding with the acquisition of land as discussed in closed session.

Carried

14.2 Proposed or Pending Disposition of Land (Subject: Southgate Gravel Pit License and Negotiations with SON and the Ministry of Natural Resources and Forestry - Verbal Update)

No. 2019-569
Moved By Councillor Frew
Seconded By Councillor Sherson

Be it resolved that Council receive the verbal update provided by CAO Milliner regarding the proposed disposition of land (Subject: Southgate Gravel Pit License and Negotiations with SON and the Ministry of Natural Resources and Forestry).

Carried
15. **Confirming By-law**

No. 2019-570  
Moved By Councillor Shipston  
Seconded By Councillor Sherson  

**Be it resolved that** By-law number 2019-134, 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 September 4, 2019 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**

16. **Adjournment**

No. 2019-571  
Moved By Councillor Dobreen  

**Be it resolved that** Council adjourn the meeting at 12:38 PM.  

**Carried**

_________________________  
Mayor John Woodbury  

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Clerk Joanne Hyde