



Township of Southgate Minutes of Council Meeting

February 19, 2020

7:00 PM

Council Chambers

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

Staff Present: Dave Milliner, CAO
Jim Ellis, Public Works Manager
William Gott, Treasurer
Derek Malynyk, Acting Fire Chief
Clinton Stredwick, Planner
Lindsey Green, Acting Clerk
Elisha Hewgill, Legislative Assistant

1. Call to Order

Mayor Woodbury called the meeting to order at 7:00 PM.

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

No members of the public spoke at open forum.

3. Public Meeting

3.1 C25-19 - William and Mary Martin - Conc 11, S PT lot 23, Geographic Township of Proton

3.1.1 Background

3.1.2 Application and Notice of Public Meeting

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

3.1.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick read comments received from the Historic Saugeen Metis, Building Department, County of Grey, Public Works Department and the Saugeen Valley Conservation Authority.

There were no comments from the public received.

3.1.4 Questions from Council

Council asked questions and staff provided responses.

3.1.5 Applicant or Agent

The Agent was in attendance and added that he was available to answer any questions.

3.1.6 Members of the Public to Speak

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

3.1.7 Further Questions from Council

There were no further questions from Council.

3.2 C26-19 - Solomon and Veronica Brubacher - Con 6, Lot 34, Geographic Township of Proton

3.2.1 Background

3.2.2 Application and Notice of Public Meeting

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

3.2.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick read comments received from the Historic Saugeen Metis, Building Department, County of Grey, Public Works Department and the Saugeen Valley

Conservation Authority.

There were no comments from the public received.

3.2.4 Questions from Council

Members of Council asked questions and staff provided responses.

3.2.5 Applicant or Agent

The Agent was in attendance and added that he available to answer any questions.

3.2.6 Members of the Public to Speak

No members of the public spoke in support of or in opposition to the application.

3.2.7 Further Questions from Council

There were no further questions from members of Council.

3.3 C27-19 - 2681316 Ontario Inc. - Plan 110 Lot 22, Pt lot 11, Con 2 Pt lot 41, Mill St, RP 16R6145 parts 1,2,3 Main St W. Geographic Township of Egremont

3.3.1 Background

3.3.2 Application and Notice of Public Meeting

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

3.3.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick read comments received from the Historic Saugeen Metis, Building Department, County of Grey, Public Works Department and the Saugeen Valley Conservation Authority.

There were no comments from the public received.

3.3.4 Questions from Council

Council asked questions and staff provided responses.

3.3.5 Applicant or Agent

The Applicant or Agent were not in attendance.

3.3.6 Members of the Public to Speak

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

3.3.7 Further Questions from Council

There were no further questions from Council.

4. Confirmation of Agenda

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended.

Councillor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2020-087

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council waive Procedural By-law Section 11.3 to allow for the agenda to be further amended to include Staff Report CAO2020-018 under Reports of Municipal Officers.

Carried

Motion as Amended:

No. 2020-088

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive the agenda as amended; and
That Council further amend the agenda to include Staff Report CAO2020-018 under Reports of Municipal Officers.

Carried

5. Declaration of Pecuniary Interest

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

6. Delegations & Presentations

6.1 Team Town Hall Delegation - Samantha Parent & Nathan McMahon

No. 2020-089

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive the Team Town Hall delegation as information.

Carried

7. Adoption of Minutes

No. 2020-090

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council approve the minutes from the February 5, 2020 Council and Closed Session meetings as presented; and

That Council approve the minutes from the February 12, 2020 Special Council meeting as presented.

Carried

8. Reports of Municipal Officers

8.1 Treasurer William Gott

8.1.1 FIN2020-005 2020 Budget

No. 2020-091

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report FIN2020-005 2020 Budget as information; and

That Council amend the 2020 Budget to include a \$200,000 contribution to the Roads Infrastructure Reserve.

Carried

8.1.2 FIN2020-006 Asset Management Coordinator and Financial Analyst

No. 2020-092

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report FIN2020-006 Asset Management Coordinator and Financial Analyst as information; and

That Council approve the draft job description for the Asset Management Coordinator and Financial Analyst as presented; and

That Council direct staff to review and evaluate the draft job description for the Asset Management Coordinator and Financial Analyst position through the Southgate Job Evaluation Committee for a recommended placement of the Employee Pay Grid; and

That Council direct staff to report back to the March 4, 2020 meeting with a report from the Job Evaluation Committee and the final version of the Asset Management Coordinator and Financial Analyst job description for approval.

Carried

8.2 Acting Clerk Lindsey Green

8.2.1 CL2020-006- Conference, Education and Training Policy for Council, Staff & Volunteer Firefighters Updates Approval

No. 2020-093

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report CL2020-006 for information; and

That Council approve the amendments to Policy No. 2 being the Conference, Education and Training Policy for Council, Staff & Volunteer Firefighters by By-law 2020-032.

Carried

8.2.2 By-law 2020-032 - Adopt Policy No. 2 - Conference, Training and Education

No. 2020-094

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that by-law number 2020-032 being a by-law to adopt a "Conference, Training and Education Policy for Council, Staff and Volunteer Fire Fighters" known as Policy Number 2 be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

8.3 Public Works Manager Jim Ellis

8.3.1 PW2020-010 2019 Dundalk Drinking Water Annual Report

No. 2020-095

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2020-010 for information; and

That Council approve the Dundalk Drinking Water 2019 Annual Report.

Carried

**8.3.2 PW2020-011 Dundalk Wastewater Treatment Plant
2019 Annual Report**

No. 2020-096

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PW2020-011 for information; and

That Council approve the Dundalk Wastewater Treatment Plant 2019 Annual Report.

Carried

8.3.3 PW2020-012 Motor Grader Tender Award

No. 2020-097

Moved By Councillor Frew

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PW2020-012 for information; and

That Council award the Motor Grader Tender to Brandt Tractor LTD for a John Deere 870G in the amount of \$396,600.00, with extended warranty of \$14,710.00 for a total amount of \$411,310.00 plus HST, trade-in not included.

Carried

**8.3.4 PW2020-013 Wellington North Boundary Road
Agreement**

No. 2020-098

Moved By Councillor Frew

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PW2020-013 for information; and

That Council consider the approval of By-law 2020-025, being a by-law to establish a Boundary Road Agreement with the Township of Wellington North.

Carried

8.3.5 By-law 2020-025 - Boundary Road Agreement - Wellington North

No. 2020-099

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-025 being a by-law to authorize a boundary road agreement between The Corporation of the Township of Southgate and The Corporation of the Township of Wellington North be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

8.4 Chief Administrative Officer Dave Milliner

8.4.1 CAO2020-015 Fire Prevention Officer Job Description, Pay Band and Job Posting Approval Report

No. 2020-100

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CAO2020-015 as information, including the complete motion from this report; and

That Council approve the job description for the position of a Fire Prevention Officer as presented following the Job Evaluation Committee review; and

That Council approve the Job Evaluation Committee review of the job description of Fire Prevention Officer to

place the position in pay band 10 on the Southgate Employee Pay Grid; and

That Council direct staff to proceed with an internal job posting closing March 9, 2020, with appropriate advertising.

Carried

8.4.2 CAO2020-016 Volunteer Deputy Fire Chief Job Description, Pay Band and Job Posting Approval Report

No. 2020-101

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CAO2020-016 as information, including the complete motion from this report; and

That Council approve the job description for the position of a Volunteer Deputy Fire Chief as presented following the Job Evaluation Committee review; and

That Council approve the Job Evaluation Committee review of the job description of Volunteer Deputy Fire Chief to place the position in pay band 9 on the Southgate Employee Pay Grid; and

That Council direct staff to proceed with an internal job posting closing March 6, 2020, with appropriate advertising.

Carried

8.4.3 CAO2020-017 Eh!Tel Southgate Fibre Holstein POP Agreement Approval

No. 2020-102

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that Council receive staff report CAO2020-017 as information; and
That Council approve the Eh!Tel Networks Inc. and Southgate the Holstein Point of Presence (POP) Site Agreement, dated February 19th, 2020 as presented; and
That Council consider approval of the Eh!Tel Networks Inc. and Southgate Holstein POP Site Agreement by Municipal By-law 2020-028, at the February 19th, 2020 meeting.

Carried

8.4.4 By-law 2020-028 - EH!Tel Fibre POP Holstein Agreement Approval

No. 2020-103

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-028 being a by-law to authorize an agreement between The Corporation of the Township of Southgate and EH!Tel Networks Inc. be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

8.4.5 CAO2020-018 - Southgate RED OMFRA Funding Update Report

No. 2020-104

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report CAO2020-018 as information; and
That Council approve that Southgate staff proceed with a RED Fund application to apply for funding to develop a Southgate Business Development and Skills Training

Project for the Township of Southgate to support the Township's business and agriculture communities.

Carried

8.5 Planner Clinton Stredwick

8.5.1 PL2020-005-Flato North Part Lot Control By-law

No. 2020-105

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2020-005 for information; and

That Council consider approval of By-law 2020-020; and

That Council direct staff to forward 3 certified copies of the by-law with this report on to the County of Grey Director of Planning.

Carried

8.5.2 By-law 2020-020 Flato North Part Lot Control

No. 2020-106

Moved By Deputy Mayor Milne

Seconded By Councillor Frew

Be it resolved that by-law number 2020-020 Being a by-law to remove certain lands from Part Lot Control in the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Deputy Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

8.5.3 PL2020-006- C23-19- Flato East Townhouse changes

No. 2020-107

Moved By Councillor Shipston

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2020-006 for information; and
That Council consider approval of By-law 2020-031.

Carried

8.5.4 By-law 2020-031 - ZBA C23-19 - Flato East

No. 2020-108

Moved By Councillor Frew

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2020-031 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Deputy Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

9. By-laws and Motions

9.1 By-law 2020-027 - Procedural By-law Approval

No. 2020-109

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that by-law number 2020-027 being a by-law to govern the proceedings of Council, Committees, and Committee of Adjustment, and to repeal By-law 2019-120 be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

9.2 By-law 2020-024 - Tax Arrears Extension Agreement

No. 2020-110

Moved By Councillor Shipston

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-024 being a by-law to authorize an extension agreement pursuant to Section 378 of the Municipal Act, 2001, as amended be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

10. Consent Items

10.1 Regular Business (for information)

No. 2020-111

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council approve the items on the Regular Business consent agenda dated February 19, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

10.1.1 HR2020-003 - Office Closure March 11, 2020

10.1.2 PW2020-014 Department Report

**10.1.3 CAO2020-013 Community Safety and Wellbeing
Plan Update Report**

**10.1.4 CAO2020-014 Southgate Community Transit
Grant - GTR Program Update**

10.1.5 January 2020 Cheque Registers

**10.1.6 January 2020 Building, By-law and Canine
Control Reports**

10.2 Correspondence (for information)

No. 2020-112

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council approve the items on the Correspondence consent agenda dated February 19, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

10.2.1 Grey County Committee Report Orchardville Bridge (Structure 900-272) - received January 31, 2020

10.2.2 South East Grey Community Health Centre - Year End Donation Letter - received January 31, 2020

10.2.3 Southgate - 2020 Court Security and Prisoner Transportation Grant Update - received February 3, 2020

10.3 Closed Consent (for information)

No. 2020-113

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council approve the items on the Closed consent agenda dated February 19, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

10.3.1 By-law 2020-024 - Tax Arrears Extension Agreement - Confidential Schedule A and B

11. County Report

Mayor Woodbury advised that an update was received from the Medical Officer of Health concerning the COVID-19 virus who added that Grey County is well prepared for it and that there have been no reported cases in the County. Public Health continues to monitor the

situation and be proactive. He added that estimates of the County budget were passed as well as a few Official Plan Amendments.

Deputy Mayor Milne said that the Grey Roots Museum is purchasing artifacts for the collection from a man who has already donated a significant amount of items in the past and that he is decreasing his collection and wanted to make sure the items stayed in Grey County. The items are primarily Military artifacts, that Grey Roots currently does not have in their collection.

12. Members Privilege - Good News & Celebrations

Councillor Dobreen mentioned a play that is being presented on March 17th at the Erskine Centre in Dundalk. The event is being co-hosted by the Seniors Advisory Committee and the South East Grey Community Health Centre. A complimentary lunch is also being provided and members asked that you RSVP your attendance. She also added that the Saugeen Valley Conservation Authority is hosting their Annual General Meeting and Volunteer Appreciation Meeting on February 20th at 10 am.

Councillor Shipston said that it was nice to see that the Holstien Agro Expo is bringing back the Holstein Rodeo this year to their event and added that Maple Fest is fast approaching.

CAO Dave Milliner shared a story with Council members about an email received from a member of the public who was very thankful to a member of Southgate staff who stopped along the roadway to help after their car went into the ditch. They expressed their gratitude to the staff person for helping during a stressful situation.

13. Closed Meeting

None.

14. Confirming By-law

No. 2020-114

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that by-law number 2020-026 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, 2020 be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

15. Adjournment

No. 2020-115

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 8:51 PM.

Carried

Mayor John Woodbury

Acting Clerk Lindsey Green