



Township of Southgate
Minutes of Council Meeting

March 5, 2025
9:00 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

Staff Present: Lindsey Green, Clerk
Jim Ellis, Interim CAO
Kayla Best, HR Manager
Derek Malynyk, Fire Chief
Ken Melanson, Senior Manager, Development &
Community Services
John Watson, Acting Public Works Manager
Phil Schram, CBO
Holly Malynyk, Legislative and Records Coordinator

1. Call to Order

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

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

No members of the public spoke at open forum.

4. Confirmation of Agenda

No. 2025-110

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as presented.

Carried

5. Declaration of Pecuniary Interest

Deputy Mayor Dobreen declared a conflict of interest on item 8.2 litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board (Sec239(2)(e)(Subject: Litigation Update) due to lands adjacent to her home having a nexus with the subject matter, and did not participate in the discussion or voting on the item.

6. Delegations & Presentations

None.

7. Adoption of Minutes

No. 2025-111

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council approve the minutes from the February 19, 2025 Special Council meeting as presented; and

That Council approve the minutes from the February 19, 2025 Council and meeting as presented.

Carried

8. Closed Meeting

Deputy Mayor Dobreen declared a conflict of interest on item 8.2 litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board (Sec239(2)(e)(Subject: Litigation Update) due to lands adjacent to her home having a nexus with the subject matter, and did not participate in the discussion or voting on the item.

No. 2025-112

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council proceed into closed session at 9:02AM in order to address three matters relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Sec239(2)(e)(Subject: Litigation Update), and labour relations or employee negotiations (Sec239(2)(d)) and personal matters about an identifiable individual, including municipal or local board employees (Sec239(2)(c))(Subject: HR Update); and

That all those required remain in attendance.

Carried

Council recessed at 9:02AM and returned at 9:06AM.

Chief Building Official Phil Schram left the closed session meeting at 9:08AM and did not return.

Deputy Mayor Dobreen left the closed session meeting at 9:08AM and returned at 9:13AM.

Interim CAO Jim Ellis left the closed session meeting at 9:42AM.

Council recessed at 10:28AM and returned at 10:33AM.

Interim CAO Jim Ellis joined the closed session meeting at 10:33AM.

No. 2025-115

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council proceed out of Closed Session at 10:45AM.

Carried

Council recessed at 10:45AM and returned at 10:47AM.

9. Reports of Municipal Officers

9.1 Building & By-law Services

9.1.1 BES2025-004 - Enforcement Policies

No. 2025-116

Moved By Councillor Shipston

Seconded By Councillor Ferguson

Be it resolved that Staff Report BES2025-005 be received for information; and

That Council direct staff to implement the recommended options contained in this report.

Carried

9.2 Public Works Department

9.2.1 PW2025-009 Road Management Study RFP Recommendation

No. 2025-117

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Staff Report PW2025-009 be received for information; and

That Council approve the award of the 2025 Township of Southgate Road Management Study to Triton Engineering Services Limited in the amount of \$27,500 plus HST.

Carried

10. By-laws and Motions

10.1 By-law 2025-023 - Appoint Deputy Division Registrar and a Deputy Issuer of Marriage Licences

No. 2025-118

Moved By Councillor Singh Soares

Seconded By Councillor John

Be it resolved that by-law number 2025-023 being a by-law to appoint a Deputy Division Registrar and a Deputy Issuer of Marriage Licences 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

11. Notice of Motion

None.

12. Consent Items

12.1 Regular Business (for information)

No. 2025-119

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Council approve the items on the Regular Business consent agenda dated March 5, 2025 and direct staff to proceed with all necessary administrative actions.

Carried

12.1.1 CL2025-007 - 2026 Municipal Election – Electronic Voting Vendor

12.1.2 CL2025-008 - Marriage Licence Modernization Phase 2 - Township of Southgate

12.1.3 FIN2025-007 - Community Funds

- 12.1.4 FIRE-2025-003 - 2024 Year-End Report**
- 12.1.5 PL2025-020 - OLT Appeal Withdrawal**
- 12.1.6 PW2025-010 Department Update**
- 12.1.7 Librarian CEO Report - 2025-02-20**
- 12.1.8 2025-01-22 Committee of Adjustment Meeting Minutes**
- 12.1.9 2025-01-22 Public Planning Meeting Minutes**

12.2 Correspondence (for information)

No. 2025-120

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that Council receive the items on the Correspondence consent agenda dated March 5, 2025 as information.

Carried

12.2.1 Grey Bruce OPP - 2024 Year End Report - received February 20, 2025

12.2.2 SMART - January 17, 2025 Meeting Minutes - received February 21, 2025

12.2.3 SVCA - January 17, 2025 Meeting Minutes - received February 21, 2025

12.3 Resolutions of Other Municipalities (for information)

None.

12.4 Closed Session (for information)

None.

13. County Report

Deputy Mayor Dobreen provided an update to Council on the most recent County of Grey Council meeting. Highlights from the February 27, 2025 County Council meeting can be viewed [here](#).

14. Members Privilege - Good News & Celebrations

Councillor John noted that the events held during February for Black History Month were successful, mentioning that there was a lot of outreach to the community and surrounding areas.

Councillor Singh Soares wished everyone a Happy International Women's Day, taking place on Saturday March 8, 2025.

15. Confirming By-law

No. 2025-121

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that by-law number 2025-025 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 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

16. Adjournment

No. 2025-122

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that Council adjourn the meeting at 11:47AM.

Carried

Mayor Brian Milne

Clerk Lindsey Green