



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

Mayor Brian Milne

Clerk Lindsey Green