



Township of Southgate
Minutes of Council Meeting

March 19, 2025
1:00 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, Chief Administrative Officer
Lindsey Green, Clerk
Kayla Best, HR Manager
Derek Malynyk, Fire Chief
John Watson, Acting Public Works Manager
Holly Malynyk, Legislative Assistant
Ken Melanson, Senior Manager Development & Community Services
Phil Schram, Chief Building Official
Brenna Carroll, Economic Development Officer
Victoria Mance, Junior Planner
Hannah Coombs, By-law Enforcement Officer
Holly Malynyk, Legislative & Records Coordinator

Others: Bill White, Senior Planning Consultant Triton Engineering

1. Call to Order

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

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

Resident Pam Burgess spoke at open forum requesting that the Canadian Flags that are put along main street Dundalk in the summer be put up earlier, to show a sense of community in uncertain times.

Resident Ben Crisci and Elmer Martin spoke at open forum regarding staff report 8.3.1 PL2025-021 - Site Alteration Permit Application - Martins Farm Services Inc.

4. Confirmation of Agenda

No. 2025-150

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council confirm the agenda as amended to include staff report FIRE2025-005 - Internal Posting for Part Time Deputy Chief.

Carried

5. Declaration of Pecuniary Interest

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

6. Delegations & Presentations

**6.1 Community Foundation Grey Bruce - Southgate
Community Fund Update - Stuart Reid, Executive Director
and Karl Ellis, Chair, Southgate Community Fund Advisory
Committee**

No. 2025-151

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive the Community Foundation Grey Bruce - Southgate Community Fund update for information.

Carried

6.2 Voice of the River Presentation - Peter Smith, Canadian Centre for Rural Creative and Peter Muir, Grand River Theatre

No. 2025-152

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive the Voice of the River presentation from Peter Smith and Peter Muir for information.

Carried

7. Adoption of Minutes

No. 2025-153

Moved By Councillor John

Seconded By Councillor Ferguson

Be it resolved that Council approve the minutes from the March 5, 2025 Council and Closed Session meetings as presented; and

That Council approve the minutes from the March 5, 2025 Special Council meeting as presented.

Carried

8. Reports of Municipal Officers

8.1 Building & By-law Services

8.1.1 BES2025-005 - By-law Enforcement and Canine Control Contract MSS

Councillor Rice requested a recorded vote on the motion.

No. 2025-154

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

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

That Council consider approval of by-law 2025-028 to initiate the contract with MSS for after hours By-law Enforcement and Canine Control; and

That Council direct staff to amend the 2025 proposed budget for contract services for by-law enforcement and canine control as outlined in Table 1 of report BES2025-005; and

That Council direct staff to amend the Fees and Charges By-law and Canine By-law to establish cost recovery of kennel inspection costs to be brought back to Council as soon as possible.

Yay (6): Mayor Milne, Deputy Mayor Dobreen, Councillor Ferguson, Councillor Shipston, and Councillor John

Nay (1): Councillor Rice

Absent (1): Councillor Singh Soares

Carried (5 to 1)

8.1.2 By-law 2025-028 - Municipal Support Services By-law Enforcement and Canine Control Agreement

No. 2025-155

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that by-law number 2025-028 being a by-law to authorize an agreement between Municipal Support Services and the Corporation of 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

Council recessed at 1:58PM and returned at 2:06PM.

8.2 Emergency Services

8.2.1 FIRE-2025-004 - Town of Hanover Fire Protection Agreement

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Staff Report FIRE2025-004 be received for information; and

That Council consider approval of By-law 2025-029 to authorize the Municipal Fire Protection Agreement with the Town of Hanover.

Deputy Mayor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2025-156

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Council amend the motion to add a third clause that states: "**That** staff bring back a report outlining the cost of this and other technical rescue training now mandated and the alternatives to achieving them."

Carried

No. 2025-157

Moved By Councillor Shipston

Seconded By Councillor Rice

Be it resolved that Staff Report FIRE2025-004 be received for information; and

That Council consider approval of By-law 2025-029 to authorize the Municipal Fire Protection Agreement with the Town of Hanover; and

That staff bring back a report outlining the cost of this and other technical rescue training now mandated and the alternatives to achieving them.

Carried

8.2.2 By-law 2025-029 - Town of Hanover Fire Protection Agreement

No. 2025-158

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that by-law number 2025-029 being a by-law to authorize an agreement between the Town of Hanover and the Corporation of the Township of Southgate be read a first, second or 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

8.2.3 FIRE-2025-005- Internal Posting for Part Time Deputy Chief

No. 2025-159

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that Staff Report FIRE2025-005 be received for information; and

That Council support staff posting the Part Time Deputy Fire Chief position internally only.

Carried

8.3 Planning Department

**8.3.1 PL2025-021 - Site Alteration Permit Application -
Martins Farm Services Inc**

No. 2025-160

Moved By Councillor Rice

Seconded By Councillor Ferguson

Be it resolved that Staff Report PL2025-021 for a Site Alteration Permit by Martins Farm Services Inc. at 311303 Highway 6 be received for information; and

That Council direct staff to issue a site alteration agreement upon execution of a Site Plan Agreement or, if needed, a Site Alteration Permit Agreement confirming the provisions of Schedule "C" of the Site Alteration By-law.

Carried

8.4 Human Resources Department

8.4.1 HR2025-002 - Proposed New Organizational Chart

No. 2025-161

Moved By Councillor John

Seconded By Deputy Mayor Dobreen

Be it resolved that Staff Report HR2025-002 be received for information; and

That Council approve the proposed Organization Chart for 2025; and

That Council support staff to post appropriate job postings internally only.

Carried

8.5 Legislative Services

**8.5.1 CL2025-009 - April 2, 2025 Council Meeting Date
Change**

Moved By Councillor John

Seconded By Deputy Mayor Dobreen

Be it resolved that Staff Report CL2025-009 be received for information; and

That Council move the April 2, 2025, Council meeting, beginning at 9:00AM, to be scheduled to Thursday, April 3, 2025, beginning at 9:00AM; and

That the 2025 budget meeting timeline be adjusted accordingly.

Deputy Mayor Dobreen moved the following amendment to the main motion.

Amendment:

No. 2025-162

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council amend the second clause to state: "**That** Council move the April 2, 2025, Council meeting beginning at 9:00AM, to be scheduled to Thursday April 3, 2025, beginning at 1:00PM."

Carried

No. 2025-163

Moved By Councillor John

Seconded By Deputy Mayor Dobreen

Be it resolved that Staff Report CL2025-009 be received for information; and

That Council move the April 2, 2025, Council meeting beginning at 9:00AM, to be scheduled to Thursday April 3, 2025, beginning at 1:00PM; and

That the 2025 budget meeting timeline be adjusted accordingly.

Carried

**8.5.2 CL2025-010 - Eco Park Phase 1 Property (2.3 Acres)
Future Sale**

No. 2025-164

Moved By Councillor Rice

Seconded By Councillor John

Be it resolved that Staff Report CL2025-010 be received for information; and

That Council direct the Clerk to advertise the property for sale in accordance with applicable policy and legislation and report back at a future meeting.

Carried

9. By-laws and Motions

9.1 By-law 2025-027 - Appoint Designates for Civil Marriage Ceremonies

No. 2025-165

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that by-law number 2025-027 being a by-law to authorize the solemnization of civil ceremonies for 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

9.2 By-law 2025-031- Appoint Chief Administrative Officer

No. 2025-166

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that by-law number 2025-031 being a by-law to appoint a Chief Administrative Officer for 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

9.3 By-law 2025-035 - Appoint Deputy Treasurers

No. 2025-167

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that by-law number 2025-035 being a by-law to appoint Deputy Treasurers for the Corporation of 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

9.4 By-law 2025-036 - Appoint Acting Treasurer

No. 2025-168

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that by-law number 2025-036 being a by-law to appoint an Acting Treasurer for the Corporation of 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

10. Notice of Motion

10.1 Deputy Mayor Dobreen - NOM - Fostering a Healthy Democracy Through Local Journalism

No. 2025-169

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Whereas a healthy, professional news media is essential for the proper functioning of civil society and a health democracy at the local, regional, federal and international level; and
Whereas according to a local research project, more than 520 news outlets in nearly 350 communities across Canada have closed or merged from 2008 to October 2024 (compared to the launch of the 260 that continue to participate); and
Whereas 29 municipalities - home to nearly 11 million people in nine provinces across Canada - have passed motions since 2020 voicing support for journalism in aid of democracy;
Therefore be it resolved that the Council of the Township of Southgate recognized that a healthy, professional news media is essential to the proper functioning of democracy in the region; and
That Council urges nearby municipal Councils across Canada to recognize that a robust news media is essential to the proper functioning of democracy in their jurisdictions; and
That this resolution be forwarded to all municipalities, local M.P.'s, local M.P.P's, the Federation of Canadian Municipalities and the Association of Municipalities of Ontario.

Carried

11. Consent Items

11.1 Regular Business (for information)

No. 2025-170

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that Council approve the items on the Regular Business consent agenda dated March 19, 2025 and direct staff to proceed with all necessary administrative actions.

Carried

11.1.1 CAO2025-007- BMA Study Analysis

**11.1.2 EDO2025-005-South Grey Chamber of
Commerce 2024 MOU Report**

**11.1.3 FIN2025-009 - Members of Council and
Appointees to Local Boards and Committees
Remuneration and Expenses**

11.2 Correspondence (for information)

No. 2025-171

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the
Correspondence consent agenda dated March 19, 2025 as
information.

Carried

**11.2.1 City of Toronto - Request for Expression of
Interest (REOI) – Residual Waste - received
February 20, 2025**

**11.2.2 GRCA - Annual General Membership Summary -
received March 3, 2025**

11.2.3 GRCA - Annual Report - received March 5, 2025

**11.2.4 County of Grey - 2024 Economic Development,
Tourism and Culture Master Plan - received March 5,
2025**

11.3 Resolutions of Other Municipalities (for information)

No. 2025-172

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the
Resolutions of other Municipalities consent agenda dated March
19, 2025 as information.

Carried

11.3.1 Port Colburne - Support Town of Fort Erie - Provincial Election Health Care Advocacy - received February 27, 2025

11.3.2 Municipality of Chatham Kent - Impact of Tariffs - received March 11, 2025

11.4 Closed Session (for information)

None.

12. County Report

Deputy Mayor Dobreen provided an update on the most recent County Council meeting. Highlights from the March 13, 2025 Grey County Council meeting can be viewed [here](#).

13. Members Privilege - Good News & Celebrations

Deputy Mayor Dobreen mentioned that the Friends of the Museum will be hosting a tribute to Agnes McPhail Birthday Celebration on Saturday March 23, 2025 from 2:00PM to 4:00PM at the Annesley United Church in Markdale.

14. Closed Meeting

No. 2025-173

Moved By Councillor Ferguson

Seconded By Councillor Rice

Be it resolved that Council proceed into closed session at 3:02PM in order to address matters relating to personal matters about an identifiable individual, including municipal or local board employees(Sec239(2)(b))(Subject: Tax Arrears); and

That all those required remain in attendance.

Carried

Council recessed at 3:02PM and returned at 3:36PM.

No. 2025-174

Moved By Deputy Mayor Dobreen
Seconded By Councillor Shipston

Be it resolved that Council come out of Closed Session at 3:35PM.

Carried

Council recessed at 3:35PM and returned at 3:36PM.

15. Reports of Municipal Officers

15.1 Finance Department

15.1.1 FIN2025-010 - Tax Collection Policy Update

No. 2025-175

Moved By Deputy Mayor Dobreen
Seconded By Councillor Rice

Be it resolved that Staff Report FIN2025-010 be received for information; and

That Council consider approval of Policy #4 Tax Collection Policy by Municipal By-Law 2025-032.

Carried

15.1.2 By-law 2025-032 - Adopt Policy No. 4 - Tax Collection Policy

No. 2025-176

Moved By Councillor Ferguson
Seconded By Councillor John

Be it resolved that by-law number 2025-032 being a by-law to adopt the "Tax Collection Policy" known as Policy Number 04, 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. Confirming By-law

No. 2025-177

Moved By Councillor Rice

Seconded By Councillor Ferguson

Be it resolved that by-law number 2025-033 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 19, 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

17. Adjournment

No. 2025-178

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that Council adjourn the meeting at 3:38PM.

Carried

Mayor Brian Milne

Clerk Lindsey Green