



## **Township of Southgate**

### **Minutes of Council Meeting**

May 21, 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 Monica Singh Soares

Members Absent: Councillor Joan John

Staff Present: Jim Ellis, Chief Administrative Officer  
Lindsey Green, Clerk  
Derek Malynyk, Fire Chief  
John Watson, Acting Public Works Manager  
Ken Melanson, Director of Development Services  
Phil Schram, Chief Building Official  
Hannah Coombs, By-law Enforcement Officer  
Brenna Carroll, Economic Development Officer  
Holly Malynyk, Deputy Clerk  
Sheila Nyaga, Administrative Customer Service Rep

Others: Bill White, Senior Planning Consultant Triton Engineering

#### **1. Call to Order**

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

#### **2. National Anthem**

### **3. 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.

### **4. Open Forum**

Karen Taylor spoke at open forum regarding item 9.2.1 BES2025-010 Canine By-law Amendments Kennel Inspection Fees.

Jorge De Andrade spoke at open forum regarding item 9.2.1 BES2025-010 Canine By-law Amendments Kennel Inspection Fees.

### **5. Confirmation of Agenda**

No. 2025-286

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council confirm the agenda as presented.

**Carried**

### **6. Declaration of Pecuniary Interest**

Deputy Mayor Dobreen declared a conflict of interest on item 14.1 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 closed meeting regarding this item.

### **7. Delegations & Presentations**

None.

### **8. Adoption of Minutes**

No. 2025-287

**Moved By** Councillor Ferguson  
**Seconded By** Councillor Shipston

**Be it resolved that** Council approve the minutes from the May 7, 2025 Council and Closed Session meetings as presented.

**Carried**

## **9. Reports of Municipal Officers**

### **9.1 Economic Development Department**

#### **9.1.1 EDO2025-007-Downtown Revitalization - Waterloo Planning Student Reports**

Councillor Singh Soares joined the meeting at 1:11PM.

No. 2025-288

**Moved By** Councillor Shipston  
**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Staff Report EDO2025-007 be received for information; and

**That** Council approve the reports for presentation to the Downtown Revitalization Taskforce for consideration when developing the strategic plan for Downtown Dundalk.

**Carried**

### **9.2 Building & By-law Services**

#### **9.2.1 BES2025-010 Canine By-law Amendments Kennel Inspection Fees**

No. 2025-289

**Moved By** Councillor Shipston  
**Seconded By** Councillor Ferguson

**Be it resolved that** staff report BES2025-010 be received for information; and

**That** Council direct staff to meet with kennel owners, prior

to bringing Canine By-law amendments forward to Council for consideration.

**Carried**

### **9.3 Planning Department**

#### **9.3.1 PL2025-040 - Future Official Plan Amendments - Process Improvement**

No. 2025-290

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Staff Report PL2025-040 be received for information; and

**That** Council direct Staff to bring forward the recommended amendments through the planning process as resourcing allows.

**Carried**

#### **9.3.2 PL2025-042 - Protect Ontario by Building Faster and Smarter Act Bill 17**

No. 2025-291

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Staff Report PL2025-041 be received for information;

**That** Council direct staff to compile comments based on Council's feedback for submission to the Province.

**Carried**

Councillor Singh Soares left the meeting at 2:03PM and did not return.

Council recessed at 2:39PM and returned at 2:50PM.

### **9.4 Public Works Department**

#### **9.4.1 PW2025-017 Russell Street Community Mailbox Bluebin**

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Staff Report PW2025-017 be received for information; and

**That** Council direct staff to carryout the preferred option; and

**That** Council fund the preferred option through the 2025 Waste Resources and Diversion Management and Public Works approved Operating Budget.

Deputy Mayor Dobreen moved the following motion.

No. 2025-292

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council refer staff report PW2025-017 back to staff pending negotiations with Canada Post.

**Carried**

### **9.5 Chief Administrative Officer**

#### **9.5.1 CAO2025-015 Blue Box Transition - Future Township Role in Recycling**

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report CAO2025-015 be received for information; and

**That** Council direct staff on any options to action as outlined in the Analysis Section.

Councillor Shipston moved the following amendment.

**Amendment:**

No. 2025-293

**Moved By** Councillor Shipston  
**Seconded By** Councillor Ferguson

**That** Council amend the second clause to state “**That** Council direct staff to investigate options 1, 3, 4 and 6 as provided in Staff Report CAO2025-015 and report back with further information.”

**Carried**

**Main Motion as Amended:**

No. 2025-294

**Moved By** Councillor Ferguson  
**Seconded By** Councillor Shipston

**Be it resolved that** Staff Report CAO2025-015 be received for information; and  
**That** Council direct staff to investigate options 1, 3, 4 and 6 as provided in Staff Report CAO2025-015 and report back with further information.

**Carried**

**9.5.2 CAO2025-016 AMO Conference Delegation Requests**

No. 2025-295

**Moved By** Councillor Ferguson  
**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Staff Report CAO2025-016 be received for information; and  
**That** Council provide staff direction regarding submission for ministry delegations at the 2025 AMO Conference.

**Carried**

**10. Notice of Motion**

None.

## **11. Consent Agenda**

No. 2025-296

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the Consent Agenda dated May 21, 2025 save and except item 11.3 PW2025-015 Cox Construction Asphalt Plant Agreement Update for information.

**Carried**

### **11.1 CL2025-017 - Strong Mayor Powers – Update**

### **11.2 PL2025-041 - Protect Ontario by Unleashing our Economy - Bill 5**

### **11.3 PW2025-015 Cox Construction Asphalt Plant Agreement Update**

No. 2025-297

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive item 11.3 PW2025-015 Cox Construction Asphalt Plant Agreement Update for information.

**Carried**

### **11.4 PW2025-016 Department Update**

### **11.5 Councillor Shipston - OSUM Conference Report**

### **11.6 County of Grey - No Appeals Letter - OPA 6**

## **12. General Announcements**

General announcements were shared by members of Council.

## **13. By-laws**

No. 2025-298

**Moved By** Deputy Mayor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** the following by-laws dated May 21, 2025, save and except item 13.1 By-law 2025-064 - Appoint Deputy Fire Chief - Richard Amyotte, 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**

**13.1 By-law 2025-064 - Appoint Deputy Fire Chief - Richard Amyotte**

No. 2025-299

**Moved By** Deputy Mayor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2025-064 being a by-law to appoint a deputy fire chief 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**

**13.2 By-law 2025-065 - Committee of Adjustment Procedural By-law**

**13.3 By-law 2025-066 - Planning Committee Terms of Reference**

**14. Closed Meeting**

No. 2025-300

**Moved By** Deputy Mayor Dobreen  
**Seconded By** Councillor Shipston

**Be it resolved that** Council proceed past 4:00PM.

**Carried**



Deputy Mayor Dobreen declared a conflict of interest on item 14.1 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 closed meeting regarding this item.

No. 2025-301

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** Council proceed into closed session at 3:40PM in order to address 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 a proposed or pending acquisition or disposition of land by the municipality or local board (Sec239(2)(c)(Subject: Acquisition of Land Update); and

**That** all those required remain in attendance.

**Carried**

Council recessed at 3:40PM and returned at 3:42PM.

Deputy Mayor Dobreen left the Closed Session meeting at 3:43PM.

Deputy Mayor Dobreen joined the Closed Session meeting at 3:46PM.

No. 2025-303

**Moved By** Councillor Ferguson

**Seconded By** Councillor Shipston

**Be it resolved that** Council resolve out of Closed Session at 4:13PM.

**Carried**

## **15. Confirming By-law**

No. 2025-304

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2025-067 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 May 21, 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. 2025-305

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council adjourn the meeting at 3:04PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green