

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD



MINUTES

Regular Council Meeting
Monday August 9, 2021
7:01 p.m. Council Chambers Fingal/Via Video Link

PRESENT: Mayor: G. Jones
Deputy Mayor: R. Monteith (10:17 p.m.)
Councillors: P. North
J. Pennings

ALSO PRESENT: Lisa Higgs, CAO/Clerk
Jeff Carswell, Treasurer (7:00 p.m. – 10:30 p.m.)
Paul Van Vaerenbergh, Public Works Superintendent (7:00 p.m. – 8:52 p.m.)
Brent Clutterbuck, Drainage Superintendent (7:00 p.m. – 8:52 p.m.)
Jeff McArthur, Fire Chief (7:00 p.m. – 9:14 p.m.)
Bryan Pearce, Planner (7:00 p.m. – 10:06 p.m.)
June McLarty, Administrative Assistant (7:00 p.m. – 10:06 p.m.)

ABSENT: Councillor: S. Emons

ADDENDUM TO THE AGENDA: None

DISCLOSURES: None

ADOPTION OF MINUTES:

2021- 220 Councillor North – Councillor Pennings Minutes

THAT the Minutes of the Regular Council Meeting of July 12th, 2021 are hereby adopted;

AND THAT Council has reviewed the minutes of the War Memorial Committee Meeting of March 23rd, 2021;

AND THAT Council has reviewed the minutes of the Southwold Young @Heart Committee Meeting of May 11th, 2021.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	✓	—
R. Monteith	✓	—
P. North	✓	—

REPORTS:**Activity Report from the Drainage Superintendent**

Drainage Superintendent Brent Clutterbuck present his report to Council.

Meeting with MPP Jeff Yurek regarding CN and CP Railway

Drainage Superintendent Brent Clutterbuck reported that he recently attended a meeting with MPP Jeff Yurek outlining concerns with CN and CP Railways for not paying their assessments under the Ontario *Drainage Act* and the lack of communication.

Activity Report from the Fire Chief

Fire Chief Jeff McArthur presented his report to Council.

Activity Report from the Public Works Superintendent

Public Works Superintendent Paul Van Vaerenbergh presented his report to Council. He also report that the washrooms at the Shedden Open Space Park should soon be open.

2021- 221 Councillor Pennings – Councillor North

Tax Adjustments under the Municipal Act, Sec.357 and Tax Incentive Program

THAT Council approves the total adjustment of taxes for the 2021 tax year resulting from Municipal Act, Sec.357 and Tax Incentive Program applications, as presented, in the amount of \$71,413.87.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	<u>√</u>	—
R. Monteith	<u>√</u>	—
P. North	<u>√</u>	—
J. Pennings	<u>√</u>	—

CARRIED

Activity Report from Chief Building Official

The Chief Building Official's report was presented to Council.

Activity Report from the CAO/Clerk

Cao/Clerk Lisa Higgs presented her report to Council

PLANNING:

7:15 p.m. Zoning By-law Amendment – ZBA 2021-04 Wadsworth, 37298 and 37352 Fingal Line and ZBA 2021-05 2245885 Ontario Inc. (John David McFarlane and Michael McFarlane) – 13662 Routh Road

In attendance: A. Wadsworth

2021- 222 Councillor Pennings – Deputy Mayor Monteith

ZBA 2021-04 and ZBA 2021-05

THAT Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider applications to amend the zoning on the properties owned by Andy and Amber Wadsworth as well as 2245885 Ontario Inc (John David McFarlane and Michael McFarlane)

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

Planner Bryan Pearce presented his report to Council. It was also reported that comments were received indicating staff have no concerns and it was captured in the planning staff report. Written comments were received from Lower Thames Valley Conservation Authority and Enbridge Gas. These comments were captured in the planning staff report as well.

Mayor Jones questioned what 9700 square metres we in acres. B. Pearce responded that was 2.39 acres.

2021-223 Deputy Mayor Monteith – Councillor North

ZBA 2021-04 - Wadsworth

THAT Council of the Township of Southwold receive Report PLA 2021-22 regarding Zoning By-law Amendment Application ZBA 2021-04 – Recommendation Report;

AND THAT Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2021-04, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2021-22.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

In attendance: H. Button, D. DeKort

Planner Bryan Pearce presented his report to Council. It was also reported that comments were received indicating staff have no concerns and it was captured in the planning staff report. Written comments were received from Lower Thames Valley Conservation Authority and were captured in the planning staff report as well.

D. Dekort questioned if the property was changing owners. B. Pearce replied that the zoning was changed the property as a condition of severance.

No questions were asked by Council.

2021-224

Councillor Pennings – Councillor North

ZBA 2021-05 2245885 Ontario Inc.
(John David McFarlane
and Michael McFarlane)

THAT Council of the Township of Southwold receive Report PLA 2021-23 regarding Zoning By-law Amendment Application ZBA 2021-05 – Recommendation Report;

AND THAT Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2021-05, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2021-23.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

2021- 225

Councillor Pennings – Councillor North

Adjournment of Public Meeting

THAT the public meeting to consider the applications to amend the zoning on the properties owned by Andy and Amber Wadsworth as well as 2245885 Ontario Inc (John David McFarlane and Michael McFarlane) ends at **7:37 p.m.**

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

Committee of Adjustment – Minor Variance Application MV 2021-06 Michael Mels, 35246 Fourth Line

In attendance: M. Mels, J. Campbell, J. Fife, J. Bannerman, C Campbell, D. Dekort

2021-226

Deputy Mayor Monteith – Councillor Pennings

**Committee of Adjustment
MV 2021-06**

THAT the regular Council meeting adjourn to sit as a Committee of Adjustment to hear minor variance application MV 2021-06, filed by Michael Mels at **7:38p.m. p.m.**

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

2021- 227

Deputy Mayor Monteith – Councillor North

**Adjournment Committee
of Adjustment**

RESOLVED that the meeting of the Committee of Adjustment to hear Application MV 2021-06, filed by Michael Mels closes at **8:51 p.m.** and the regular meeting of council reconvene.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

DELEGATION:

8:52 - 9:14 p.m.

Jennifer Buchanan presented the 2020 audited financial statements to Council. No questions were asked by Council.

THAT the Financial Statements for the Year Ended December 31, 2020 of the Corporation of the Township of Southwold, as prepared and presented by Graham Scott Enns, LLP be approved;

AND THAT the Mayor, CAO/Clerk and/or Treasurer, as required, be authorized to the sign the following documents associated with the 2020 Year End:

1. Financial Statements
2. Those Charged with Governance checklist letter
3. Management's Responsibility for Financial Reporting
4. Management Representation Letter
5. Audit findings letter

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

Break 9:14 p.m. – 9:19 p.m.

PLANNING:

2021- 229

Deputy Mayor Monteith – Councillor North

E63-21 Wm F Bradish &
Sons Ltd. C/O Matt Campbell

THAT Council of the Township of Southwold receive Report PLA 2021-21 regarding Severance Application E63-21 – Comments to the County of Elgin;

AND THAT the Council of the Township of Southwold recommends approval of the Land Division Committee of County of Elgin for the severance application, File E63-21, subject to the Lower-Tier Municipal conditions in Appendix Two of Report PLA 2021-21;

AND FURTHER THAT Council of the Township of Southwold directs Administration to provide Report PLA 2021-21 as Municipal comments to the County of Elgin.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—

P. North	<u>√</u>	—
J. Pennings	<u>√</u>	—

CARRIED

REPORTS:

2021- 230

Councillor Pennings – Councillor North

Firearms By-law Update

THAT Council directs staff to discontinue work on the draft Firearms By-law.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	<u>√</u>	—
R. Monteith	—	<u>√</u>
P. North	<u>√</u>	—
J. Pennings	<u>√</u>	—

CARRIED

Office Reopening – COVID-19

STAFF DIRECTION

Staff was given direction by Council to develop a policy for the extension of office hours and to investigate the possibility of including the public works department in that policy. Staff are to report back at next meeting.

2021- 231

Councillor Pennings – Deputy Mayor Monteith

Request for Shared Water Service – Magdala Road and Third Line Property

THAT Council deigns a temporary permission to share water service between 36328 Third Line and 11849 Magdala Road, while the property owner proceeds with a rural watermain extension.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	<u>√</u>	—
R. Monteith	<u>√</u>	—
P. North	<u>√</u>	—
J. Pennings	<u>√</u>	—

CARRIED

STAFF DIRECTION

Staff was given direction from Council to research a private water line and an easement.

CORRESPONDENCE:

Council reviewed the items under correspondence.

BY-LAWS:**2021- 232****Councillor North – Deputy Mayor Monteith****By-laws**

THAT By-law Nos. 2021-49, 2021-50, 2021-51, 2021-52 and 2021-53 be read a first and second time.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED**2021- 233****Councillor Pennings – Councillor North****By-laws**

THAT By-laws Nos. 2021-49, 2021-50, 2021-51, 2021-52 and 2021-53 be read a third time and finally passed.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED**OTHER BUSINESS:**

Council reviewed the items under Other Business.

CLOSED SESSION:

2021- 234

Deputy Mayor Monteith – Councillor Pennings

Closed Session

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at **10:06 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

- Personal Matters about an identifiable individual, including municipal or local board employees. (section 239 (2) (b)) – 2 items – Organizational Review and Shared HR Services
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239 (2) (e)); Fencing Complaint in Shedden
- A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239 (2)(k)) – Talbotville Development

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—
P. North	√	—
J. Pennings	√	—

CARRIED

STAFF DIRECTION

Staff was given direction by Council to the items that were discussed in the Closed Session.

ADJOURNMENT:

2021- 235

Councillor North – Councillor Pennings

Adjournment

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **11:10 p.m.**

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
S. Emons	—	—
G. Jones - Mayor	√	—
R. Monteith	√	—


P. North √ —

J. Pennings √ —

CARRIED

CAO/Clerk
Lisa Higgs



Mayor
Grant Jones