

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES



Regular Council Meeting  
Monday September 13, 2021  
7:00 p.m. Council Chambers Fingal/Via Video Link

PRESENT: Mayor: G. Jones  
Deputy Mayor: R. Monteith  
Councillors: S. Emons  
P. North  
J. Pennings

ALSO PRESENT: Lisa Higgs, CAO/Clerk  
Jeff Carswell, Treasurer (7:00 p.m. –9:55 p.m.)  
Paul Van Vaerenbergh, Public Works Superintendent (7:00 p.m.– 9:30 p.m.)  
Jeff McArthur, Fire Chief (7:00 p.m.– 9:14 p.m.)  
Bryan Pearce, Planner (7:00 p.m. – 8:45 p.m.)  
June McLarty, Administrative Assistant (7:00 p.m.– 9:14 p.m.)

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**ADDENDUM TO THE AGENDA:**

**DISCLOSURES:** Councillor Emons declared a conflict on items 7 c and 7 d

**ADOPTION OF MINUTES:**

**2021-239 Councillor Monteith – Councillor Pennings Minutes**

**THAT** the Minutes of the Regular Council Meeting of August 9<sup>th</sup>, 2021 and August 27, 2021 are hereby adopted;

**AND THAT** Council has reviewed the minutes of the Economic Development Committee Meeting of April 27<sup>th</sup>, 2021;

**AND THAT** Council has reviewed the minutes of the Southwold Young @Heart Committee Meeting of July 13<sup>th</sup>, 2021.

**CARRIED**

**REPORTS:**

**Activity Report from the Drainage Superintendent**

This report was presented to Council.

**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. Mr. Van Vaerenbergh also reported that the surface work Bush Line has been completed and Lake Line will be done next year. Deputy Mayor Monteith questioned the completion date for the Second Line culvert. Mr. Van Vaerenbergh responded that there is a possible December start date but no completion date.

**Brand and Website Launch Update**

Treasurer Jeff Carwell reported the brand and website have been launched but it took a bit longer trying to incorporate the new brand into the website. There has been a lot of positive feedback on the new website and brand.

**Elimination of Dog Tagging**

Treasurer Jeff Carswell provided a report on the elimination of dog tagging in the Township.

**2021-240**

**Councillor Pennings – Councillor Emons**

**Elimination of Dog Tagging**

**THAT** Council approve discontinuing the requirement for Township issued dog tags effective January 1, 2022, and;

**AND THAT** staff be directed to prepare the necessary amendments to the Canine Control By-law to:

- a. Remove the requirement to affix a Township issued dog tag to all dogs;
- b. Add requirements that a tag, supplied by the owner, meeting requirements set out in the by-law is affixed to all dogs in the Township by the dog owner;
- c. Review the fees associated with claiming a stray dog to ensure full cost recovery and an appropriate penalty to encourage owners to prevent dogs from running at large and to better achieve cost recovery, and;

**AND THAT** staff communicate the program changes to residents leading up the implementation.

**CARRIED**

**PLANNING:**

**7:15 p.m. Zoning By-law Amendments – K. Butler- 5733 Boxall Road and Goodhue Farms (Port Stanley) Ltd., Scotch Line**

**In attendance: K. Butler, M. Goodhue and J. Goodhue**

**2021-241 Deputy Mayor Monteith – Councillor North Public Meeting ZBA  
2021-06**

**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 property owned by K. Butler and Goodhue Farms (Port Stanley) Ltd.

**CARRIED**

The Mayor stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make representation with respect to a proposed zoning by-law amendment to rezone the severed parcel, that’s being added as a lot addition to the Goodhue Lands from the Agricultural 1 (A1) to Agricultural 3 (A3), in order to prohibit a dwelling and the rezoning of the retained parcel from the Agricultural 1 (A1) Zone to the Agricultural 1 Special Provision 60 (A1-60) to recognize the minimum lot area of 18,900 square metres(4.67 acres) of the proposed amalgamated parcel. The subject property is legally described as Range 1 and 2, Part Lot B, Part Lot 6, North Lake Road and described municipally as 5733 Boxall Road.

The Mayor asked if any members of Council have a disclosure of interest concerning the proposal. No members of Council had any disclosures of interest. The Mayor asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk replied that a sign was posted on the subject property by August 20, 2021 and notices mailed to property owners within 120m of the subject property on August 19, 2021.

The Planner presented his report to Council.

The Mayor asked if Council members or any member of the public had any questions. There were no questions from Council. K. Butler questioned what the Special Provision meant. Planner B. Pearce responded that the special provision will recognize the new area of your property when the Goodhue lands will be added to it.

**2021-242 Councillor North – Councillor Emons ZBA 2021-06 - Butler**

**THAT** Council of the Township of Southwold receive Report PLA 2021-25 regarding Zoning By-law Amendment Application ZBA 2021-06 – Recommendation Report;

**AND THAT** Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2021-06, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2021-25.

**CARRIED**

**2021-243**

**Deputy Mayor Monteith – Councillor Pennings**

**ZBA 2021-07 –  
Goodhue**

**THAT** Council of the Township of Southwold receive Report PLA 2021-26 regarding Zoning By-law Amendment Application ZBA 2021-07 – Recommendation Report;

**AND THAT** Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2021-07, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2021-26.

**CARRIED**

**2021-244**

**Councillor Emons – Councillor North**

**Adjournment of  
Public Mtg**

**THAT** the public meeting to consider the applications to amend the zoning on the property owned by the K. Butler and Goodhue Farms (Port Stanley) Ltd. ends at **7:25 p.m.**

**CARRIED**

**2021- 245**

**Councillor Pennings – Councillor North**

**Fingal Wildlife  
Management**

**THAT** Council of the Township of Southwold receive Report PLA 2021-27 regarding Crown Land Use Planning Process – Fingal Wildlife Management Area – Opportunity to Comment to the Ministry;

**AND THAT** Council of the Township of Southwold chose Option One being that Council of the Township of Southwold directs Township Administration to provide Township comments to the Ministry of Northern Development, Mines, Natural Resources and Forestry on the Crown Land Use Planning Process for Fingal Wildlife Management Area, through commentary received at the September 13, 2021 Council Meeting.

**CARRIED**

Councillor Emons commented that the Fingal Wildlife Management Area is a perfect mix of nature, hunting and agriculture. It functions well and is not only enjoyed by residents of the Township but also others from the surrounding area.

**7:31 p.m. Committee of Adjustment – Minor Variance Applications MV 2021-07 Robert and Dorothy Fife C/O John Fife, 36360 Fourth Line and MV 2021-06 Michael Mels and Jody Campbell C/O Michael Mels, 35246 Fourth Line**

**In attendance: John Fife, Michael Mels, Jody Campbell, Keith Campbell, John**

Councillor Emons vacated her chair

**2021-246      Councillor Pennings – Deputy Mayor Monteith      MV 2021-07 and  
MV 2021-06**

**THAT** the regular Council meeting adjourn to sit as a Committee of Adjustment to hear minor variance application MV 2021-07 filed by Robert and Dorothy Fife C/O John Fife and deferred application filed MV 2021-06, filed by Michael Mels and Jody Campbell C/O Michael Mels at **7:31 p.m.**

**CARRIED**

**2021-247      Councilor North – Councillor Pennings      Adjournment of  
COA**

**THAT** the meeting of the Committee of Adjustment to hear Applications MV 2021-07, filed by Robert and Dorothy Fife C/O John Fife and MV 2021-06, filed by Michael Mels and Jody Campbell C/O Michael Mels closes at **8:19 p.m.** and the regular meeting of council reconvene.

**CARRIED**

Councillor Emons returned to her seat.

## **REPORTS:**

### **FCM Asset Management Grant**

Treasurer Carswell provided information to Council on the FCM Asset Management Grant.

**2021-248      Councillor Emons – Deputy Mayor Monteith      FCM Grant**

**THAT** Council accept the Federation of Canadian Municipalities (FCM) Asset Management Grant in the amount of \$38,800 and proceed with the actions contained in this report to continue moving forward with the Asset Management project.

**CARRIED**

### **Blue Box Regulation and Transition to Full Producer Responsibility**

Treasurer Jeff Carswell reported on the commentary that was received from the Municipal 3Rs Collaborative regarding the Blue Box Regulation. Staff will be collection information to submit a report for the end of September.

### **357 Applications**

Treasurer Carswell provided information to Council on 357 Application for the 2020 and 2021 tax years.

#### **2021-249 Deputy Mayor Monteith – Councillor Pennings 357 Applications**

That Council approves the total adjustment of taxes for the 2020 and 2021 tax years resulting from Municipal Act, Sec.357 applications, as presented, in the amount of \$5,577.41.

**CARRIED**

### **Activity Report from Director of Building and Community Services**

This report was presented to Council.

### **Activity Report from the CAO/Clerk**

CAO/Clerk Lisa Higgs presented her report to Council.

### **Noise By-law Requests**

CAO/Clerk Lisa Higgs presented a report to Council, seeking direction on the adoption of a possible municipal noise By-Law.

### **STAFF DIRECTION**

Staff was directed by Council to conduct a survey with the residents for feedback on whether a noise by-law is warranted and to report back at the next Council meeting.

#### **2021-250 Councillor Pennings – Councillor Emons Fire Training Agreement**

**THAT** Council supports the participation of the Municipality of Central Elgin in the provision of shared Fire Training/Community Emergency Management services with Elgin County and all local municipal partners in Elgin County;

**AND THAT** Council authorizes the Mayor and Clerk to sign an Amending Agreement to the original agreement, which was effective June 1, 2020 to include the Municipality of Central Elgin as a signatory partner.

**CARRIED**

**2021-251                      Councillor North – Deputy Mayor Monteith                      Request for Use of  
Unopened Road Allowance  
– McDiarmid Line**

**THAT** Council supports the request by Joel and Lynette VanDyk to use the unopened road allowance known as McDiarmid Line, West of Burwell Road, and;

**THAT** the Van Dyks endeavor to contact the owners of the adjacent property to discuss joint access arrangements on the unopened road allowance.

**CARRIED**

**2021-252                      Councillor Pennings – Councillor Emons                      CLI ECA Process**

**THAT** report CAO 2021-54 regarding the Consolidated Linear Infrastructure Environmental Compliance Approval (ECA) Proposal be received for information;

**AND THAT** Design Plus Engineering Inc. be contracted to complete the application on behalf of the Township of Southwold at a rate of \$100/hour to an upper threshold of \$10,000.00.

**CARRIED**

**2021-253                      Deputy Mayor Monteith – Councillor North                      Approval of Trails**

**THAT** Council accepts the bid from Laemers Excavating in the amount of \$27,485.00 + HST for the construction of a 3 m wide trail, approximately 600 meters in length at the Shedden Open Space Park.

**CARRIED**

**2021-254                      Councillor North – Councillor Emons                      Truth and  
Reconciliation**

**WHEREAS** the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation;

**AND WHEREAS** the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action;

**AND WHEREAS** all Canadians and all orders of government have a role to play in reconciliation;

**AND WHEREAS** Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process;

**AND WHEREAS** the Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday;

**THEREFORE, BE IT RESOLVED THAT** the Council of the Township of Southwold does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities;

**AND THAT** the Council of the Township of Southwold provides direction to staff on Southwold recognition of the National Day for Truth and Reconciliation.

**CARRIED**

**STAFF DIRECTION**

Staff was directed by Council to investigate the possibility of collaborating with the County and amending the flag by-law to include raising the National Day for Truth and Reconciliation flag. Staff will report back at the next Council meeting.

**2021-255**

**Councillor Pennings – Councillor Emons**

**Alternative Work Strategy**

**THAT** Council receive report CAO 2021-57 as information and adopts the updated Work from Home Policy.

**CARRIED**

**BY-LAWS:**

- By-law No. 2021-55, being a by-law to amend By-law No. 2011-14, Butler 5733 Boxall Road
- By-law No. 2021-56, being a by-law to amend By-law No. 2011-14, Goodhue Farms (Port Stanley) Ltd, Scotch Line.
- By-law No. 2021-58, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on August 27 and September 13, 2021

<b>2021- 256</b>	<b>Deputy Mayor Monteith – Councillor Pennings</b>	<b>By-laws</b>
	<b>THAT</b> By-law Nos. 2021-55, 2021-56 and 2021-58 be read a first and second time.	<b>CARRIED</b>
<b>2021-257</b>	<b>Councillor Emons – Councillor North</b>	<b>By-laws</b>
	<b>THAT</b> By-laws Nos. 2021-55, 2021-56 and 2021-58 be read a third time and finally passed.	<b>CARRIED</b>

**OTHER BUSINESS:**

<b>2021- 258</b>	<b>Councillor Emons – Councillor North</b>	<b>Other Business Items</b>
	<b>THAT</b> Council receive and file the items under Other Business.	<b>CARRIED</b>

**CLOSED SESSION:**

<b>2021-259</b>	<b>Deputy Mayor Monteith – Councillor Pennings</b>	<b>Closed Session</b>
	<b>THAT</b> Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at <b>9:14 p.m.</b> in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;	
	<ul style="list-style-type: none"><li>• Personal Matters about an identifiable individual, including municipal or local board employees. (section 239 (2) (b)) – 3 items – Southwold Scholarship, Shared Fire Services and CAO Compensation</li><li>• A proposed or pending acquisition or disposition of land by the municipality or local board (section 239 (2) (c)) – Public Works Yard</li></ul>	

- 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)) – Official Plan Update

**CARRIED**

**2021-260**

**Councillor North – Councillor Emons**

**CAO Compensation**

**THAT** Council adopt the recommendations in Staff Report FIN 2021-26 dated September 13, 2021, re: CAO Remuneration.

**CARRIED**

**ADJOURNMENT:**

**2021-261**

**Councillor Pennings – Councillor North**

**Adjournment**

**THAT** Council for the Township of Southwold adjourns this Regular meeting of Council at **10:30 p.m.**

**CARRIED**



Mayor  
Grant Jones



CAO/Clerk  
Lisa Higgs