

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES



Regular Council Meeting
Monday September 26, 2022
7:00 p.m. Council Chambers, Fingal/Via Video Link

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

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
(7:00 p.m.- 8:53 p.m.)
Peter Kavcic, Dir. of Infrastructure & Development Serv.
(7:00 p.m.- 8:53 p.m.)
Brent Clutterbuck, Drainage Superintendent (7:00 p.m. -7:04 p.m.)
Josh Mueller, Planner (7:00 p.m.- 7:24 p.m.)
June McLarty, Corporate Services Clerk (7:00 p.m.-8:53 p.m.)

ABSENT: Councillor S. Emons

Mayor Jones called the meeting to order at 7:00 p.m.

ADDENDUM TO THE AGENDA:

9 Correspondence

- (a) Optimist Club of Fingal-Shedden & District RE: Santa Claus Parade.

DISCLOSURES:

Councillor Pennings declared a conflict on item 8(d).

ADOPTION OF MINUTES:

2022- 259 Councillor Pennings – Deputy Mayor Monteith Minutes

THAT the Minutes of the Regular Council Meeting of September 12, 2022 are hereby adopted.

CARRIED

2022- 260 Deputy Mayor Monteith – Councillor North Committee Mtg Minutes

THAT Council has reviewed the Minutes of the Talbotville Station Technological Advisory Committee meeting of April 19, 2022, the Minutes of the War Memorial Committee Meeting of April 26, 2022, the Minutes of the Zero Waste Committee Meeting of June 21, 2022 and the Minutes of the Parks Committee Meeting of September 7, 2022.

CARRIED

DRAINAGE:

2022-261 Councillor Pennings – Councillor North Filing of the Report – G. H. Pennings Drain 2022

THAT Council proceeds with the G. H. Pennings Drain 2022 drainage works and it instructs the Clerk to send notice as required under Section 41(1) of the Drainage Act of its intention to proceed; and

THAT the Meeting to Consider the Report of G. H. Pennings Drain 2022 will be held at the regular Council meeting on October 11, 2022 at 7:00 pm; and

THAT affected property owners will be able to attend this meeting either via a WebEx virtual meeting or telephone conference.

CARRIED

PLANNING:

7:04 p.m. Committee of Adjustment MV 2022-08 and 2022-09

MV 2022-08 R. Plain, 13509 Routh Road

MV 2022-09 C. Bowman and J. Smith, 13524 Routh Road

In attendance: R. Plain, C. Bowman

**2022-262 Deputy Mayor Monteith – Councillor Pennings MV 2022-08
and MV 2022-09**

THAT the regular Council meeting adjourn to sit as a Committee of Adjustment to hear minor variance applications MV 2022-08, filed by R. Plain, 13509 Routh Road and MV 2022-09, filed by C. Bowman and J. Smith, 13524 Routh Road at **7:04 p.m.**

CARRIED

2022-263 Councillor Pennings – Councillor North Adjournment of C of A

THAT the meeting of the Committee of Adjustment to hear applications MV 2022-08, filed by R. Plain, 13509 Routh Road and MV 2022-09, filed by C. Bowman and J. Smith, 13524 Routh Road adjourns, and the regular meeting of council reconvenes at **7:24 p.m.**

CARRIED

REPORTS:

**2022-264 Councillor Pennings – Deputy Mayor Monteith Design Guidelines
Manual – Part 1**

THAT report ENG 2022-38, Design Guidelines Manual-Part 1 be deferred to the next Council meeting.

CARRIED

Shedden and Fingal Sewer System

STAFF DIRECTION

Staff was directed by Council to:

- i. develop preliminary, high level costing estimates for the for Shedden and Fingal, and the phasing that will be required;
- ii. investigate additional routing options for development potential properties in Fingal, including engaging with prospective properties for alternate routes to connect to the municipal system on Union Road;
- iii. review additional options for pumping station location for Fingal;
- iv. determine cost estimates related to EA Addendum work required for other options, if required.

DELEGATION:

8:19 p.m. – 8:34 p.m.

Mark Harris presented the reports to Council.

2022- 265 Deputy Mayor Monteith – Councillor North OCWA 2nd Quarter Reports

THAT Council of the Township of Southwold hereby receives the reports from Mark Harris, OCWA re: The Southwold Water Distribution System 2nd Quarter Operations Report and the Talbotville Wastewater Treatment Plant 2nd Quarter Operations Report for information purposes.

CARRIED

REPORTS:

**2022-266 Councillor Pennings – Councillor North Integrity Commissioner,
Closed Meeting Investigator,
Ombudsman – County RFP**

THAT the Council of the Township of Southwold agrees to enter into an agreement with Aird & Berlis LLP for Integrity Commissioner, Closed Meeting Investigator and Ombudsman Services as set out in the response to Elgin County RFP2022-P36; and

THAT the appropriate authorizing by-law be brought forward for Council's consideration.

CARRIED

2022-267 Councillor North – Deputy Mayor Monteith Christmas Gift Certificate Policy

THAT Council adopt Policy HR-61 Christmas Gift Certificate Policy as attached to this report.

CARRIED

2022-268 Deputy Mayor Monteith – Councillor Pennings Electronic Monitoring Policy

THAT Council adopt Policy HR-31 Electronic Monitoring Policy, as attached to this report.

CARRIED

2022-269 Councillor Pennings – Councillor North FCM Asset Management Agreement

THAT Council authorize the Mayor and Clerk to sign the attached FCM Asset Management Grant Agreement.

CARRIED

2022-270 Councillor North – Deputy Mayor Monteith Asset Management Plan

THAT Council adopt the 2022 Township of Southwold Asset Management Plan as prepared by PSDCitywide dated September 26, 2022.

CARRIED

County Council Highlights

Mayor Jones presented the County Council Highlights to Council.

CORRESPONDENCE:

2022-271 Councillor Pennings – Councillor North Optimist Club Santa Claus Parade

THAT Council of the Township of Southwold grants permission to the Optimist Club of Fingal-Shedden & District to hold the annual Santa Claus parade in the Village of Fingal on Sunday December 4, 2022 beginning at 2:00 p.m. until approximately 3:00 p.m.; acknowledging that traffic will be stopped along Township and County roads as part of the parade route as per the request; and

THAT the Clerk be authorized to sign the Road Closure Agreement with Elgin County for the purpose of the parade.

CARRIED

BY-LAWS:

- By-law No. 2022-80, being a by-law to appoint a Community Emergency Management Coordinator (CEMC) and to repeal By-law No. 2021-21
- By-law No. 2022-81, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on September 26, 2022

2022-272

Deputy Mayor Monteith – Councillor Pennings

By-laws

THAT By-laws Nos. 2022-80 and 2022-81 be read a first and second time, considered read a third time and finally passed this 26th day of September 2022.

CARRIED

OTHER BUSINESS

Council reviewed the item

ADJOURNMENT:

2022-273

Councillor Pennings – Councillor North

Adjournment

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **8:53 p.m.**

CARRIED



Mayor
Grant Jones

CAO/Clerk
Jeff Carswell