



## THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

### MINUTES

Regular Council Meeting  
Monday November 28, 2022  
7:00 p.m. Council Chambers, Fingal/Via Video Link

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COUNCIL PRESENT: Mayor Grant Jones  
Deputy Mayor Justin Pennings  
Councillor John Adzija  
Councillor Sarah Emons  
Councillor Scott Fellows

COUNCIL ABSENT:

ALSO PRESENT: Jeff Carswell, CAO/Clerk  
Michele Lant, Director of Corporate Services/Treasurer  
Peter Kavcic, Dir. of Infrastructure & Development Services  
Jeff McArthur, Director of Emergency Services/Fire Chief  
Josh Mueller, Planner  
June McLarty, Corporate Services Clerk

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

**ADDENDUM TO THE AGENDA:** None

**DISCLOSURES:** Deputy Mayor Pennings declared a conflict on item 8(f) Report FIN 2022-22 2023 Budget – 2023 Wage Grid Adjustment

### ADOPTION OF MINUTES:

#### Council Minutes – Adopt

**2022-317 Councillor Emons – Councillor Adzija**

**THAT** the Minutes of the Regular Council Meeting of November 14, 2022 and the Inaugural Meeting of November 21, 2022 are hereby adopted.

**CARRIED**

### **Committee Minutes – Review**

#### **2022-318 Deputy Mayor Pennings – Councillor Fellows**

**THAT** Council has reviewed the minutes of the Minutes of the Young @ Heart Meeting of October 11, 2022, Minutes of the Zero Waste Committee Meeting of October 20, 2022, Draft Minutes of the Zero Waste Committee Meeting of November 17, 2022, Draft Minutes of the Parks Committee Meeting of November 9, 2022 as corrected, Minutes of the Talbotville Station Technical Advisory Committee Meeting of September 13, 2022 and Draft Minutes of the Talbotville Station Technical Advisory Committee Meeting of November 8, 2022.

**CARRIED**

Parks Committee minutes corrections: A member from the Talbotville Optimist Club and a member of the Talbotville Area will be added to the committee.

The playground at the Talbotville Optimist Heritage Park will be resurfaced.

### **Court of Revision – G. H. Pennings Drain 2022**

#### **2022- 319 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council has approved the minutes of the Court of Revision for the G. H. Pennings Drain 2022.

**CARRIED**

### **REPORTS:**

#### **Parks Committee Report 2022-01**

#### **2022-320 Councillor Adzija – Councillor Emons**

**THAT** the Township Parks in Talbotville be named as follows:

- a. Existing Optimist Park – Talbotville Optimist Heritage Park
- b. New Park – Talbotville Optimist Sports Park

**CARRIED**

**2022-321 Deputy Mayor Pennings – Councillor Emons**

**THAT** membership on the Parks Committee be amended to include 1 representative from the Talbotville Optimist Club and 1 representative from the Talbotville area at large.

**CARRIED**

**Talbotville Station Technical Advisory Committee Report 2022-01**

**2022-322 Councillor Fellows – Councillor Pennings**

**THAT** Council approve engaging A+LiNK Architecture Inc. for Pre Design and Concept Design services for the Talbotville Fire Station as set out in the proposal dated November 8, 2022.

**CARRIED**

**Report FIR 2022-13 Surplus Pumper**

**2022-323 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council authorize staff to dispose of the surplus 2001 Sterling C-Max Pumper through an online auction (GovDeals).

**CARRIED**

**PLANNING:**

**7:15 p.m. Zoning By-law Amendment – ZBA 2022-11 and ZBA 2022-12**

**In attendance: N. Dyjach**

**Public Meeting ZBA 2022-11 and ZBA 2022-12**

**2022-324 Councillor Emons – Councillor Fellows**

**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 Farhi Holdings Corporation C/O Strik, Baldinelli, Moniz Ltd, 39803 Talbot Line, ZBA 2022-11 Block 173 and ZBA 2022-12 Block 183.

**CARRIED**

The Mayor stated 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 to rezone the subject property from Residential 1 (R1) to Special Provision

Residential 3 (R3) Zone to permit proposed street rowhouse dwellings to be constructed as designed.

Two site-specific provisions will be required as part of the ZBA application.

1. A site-specific provision to permit a minimum lot area of 240.0 m<sup>2</sup> whereas 250.0 m<sup>2</sup> is currently required.

2. A site-specific provision to permit and increase in the allowance lot coverage of 41.0% whereas a maximum of 35.0% lot coverage is currently required.

The Mayor asked if any members of Council have a disclosure of interest concerning the proposals. No disclosures were declared.

The Mayor asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded notices was mailed to neighboring property owners within 120 meters of the subject lands and emailed to commenting agencies on November 1<sup>st</sup>, 2022. A sign was posted on the subject property prior to the deadline of November 8<sup>th</sup>, 2022.

Planner Josh Mueller presented his report to Council.

The Mayor asked if any comments were received from staff. The Clerk responded yes. Staff comments were received as detailed in the Planning Staff Report.

The Mayor asked if any written submissions were received. The Clerk responded that agency comments were received as detailed in the Planning Staff Report. No public comments were received at the time of writing the Planning Staff Report.

The Mayor stated that before I open the floor to questions from the public, please be advised if any person from the public wished to receive further information on the action of Council regarding the decision on the application for zoning by-law amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by November 29, 2022. Any person that has contacted the Planner to be part of the public meeting today will receive this further information automatically.

Nick Dyjach, Planning Consultant for Strik, Baldinelli Moniz Ltd. identified himself as the representative for the owner on these two applications for the two blocks. Mr. Dyjach commented that these applications only require site-specific provisions to reduce the width of the lots for the buildings that are to be built. An appropriate amendment to the Zoning By-law.

The Mayor asked if any members of the public had any questions. None were asked.

The Mayor asked if any members of Council had any comments or questions. Councillor Emons commented that she was pleased to see greater diversity of housing in this subdivision. She questioned if there was capacity with this increased density in our treatment plant for these buildings. Director of Infrastructure and Development Services Peter Kavcic responded yes, we still will have capacity in our treatment plant.

### **Recommendation Report PLA 2022-36 ZBA 2022-11**

#### **2022-325 Councillor Emons – Councillor Adzija**

**THAT** Council of the Township of Southwold receive Report PLA 2022-36 regarding Zoning By-law Amendment Application ZBA 2022-11 – Recommendation Report; and,

**THAT** Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2022-11, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2022-36.

**CARRIED**

The Mayor stated that please be advised that the decision may be appealed to the Ontario Land Tribunal by the applicant or another member of the public who has provided comments.

This public meeting is now concluded.

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 subject property from Residential 1 (R1) Zone to Residential 3 (R3) special provision zone to permit proposed street rowhouses dwellings to constructed as designed. Two site-specific provisions will be required as part of the ZBA application.

1. A site-specific provision to permit a minimum lot area of 247.0 m<sup>2</sup> whereas 250.0 m<sup>2</sup> is currently required.
2. A site-specific provision to permit an increase in the allowable lot coverage of 41.0% whereas maximum of 35.0% lot coverage is currently required.

The Mayor asked is any member of Council has a disclosure of interest concerning the proposal. None were declared.

The Mayor asked what method of notice and when was notice given to the public or this meeting. The Clerk responded that a notice was mailed to the neighbouring property owners with 120 m of the subject lands and emailed to commenting agencies on November 1<sup>st</sup>, 2022. A sign was posted on the subject property prior to the deadline of November 8<sup>th</sup>, 2022.



Planner Josh Mueller presented his report to Council.

The Mayor asked the Clerk if he had received any comments from staff. The Clerk responded yes. Staff comments were received, as detailed in the Planning Staff Report.

The Mayor asked the Clerk if any written submissions were received on this application. The Clerk responded that agency comments were received as detailed in the Planning Staff Report. No public comments were received at the time of writing the Planning Staff Report.

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 subject property from Residential 1 (R1) Zone to Residential 3 (R3) special provision zone to permit proposed street rowhouses dwellings to constructed as designed. Two site-specific provisions will be required as part of the ZBA application.

N. Dyjach commented that this was like the previous application just different numbers.

The Mayor asked is any member of Council have any comments or questions on this application. None were received.

The Mayor asked if there were any further questions. None were received. No further questions were asked.

### **Recommendation Report PLA 2022-37 ZBA 2022-12**

#### **2022-326 Deputy Mayor Pennings – Councillor Fellows**

**THAT** Council of the Township of Southwold receive Report PLA 2022-37 regarding Zoning By-law Amendment Application ZBA 2022-12 – Recommendation Report; and,

**THAT** Council of the Township of Southwold approve the proposed Zoning By-law Amendment Application ZBA 2022-12, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2022-37.

**CARRIED**

The Mayor stated that please be advised that the decision may be appealed to the Ontario Land Tribunal by the applicant or another member of the public who has provided comments.

This public meeting is now concluded.

### **Adjournment of Public Mtg for ZBA 2022-11 and ZBA 2022-12**

**2022-327 Councillor Adzija – Councillor Emons**  
**THAT** the public meeting to consider the applications to amend the zoning on the properties owned by Farhi Holdings Corporation C/O Strik, Baldinelli, Moniz Ltd, 39803 Talbot Line, ZBA 2022-11, Block 173 and ZBA 2022-12 Block 183 ends at **7:31 p.m.**

**CARRIED**

**REPORTS:**

**Report FIN 2022-20 2023 OMPF**

Michele Lant presented this report to Council.

**Report FIN 2022-21 Q3 Financial Report January – September 2022**

**2022-328 Councillor Emons – Deputy Mayor Pennings**

**THAT** Report FIN 2022-21 Financial Report – January to September 2022 be received and filed for information.

**CARRIED**

**Deputy Mayor Pennings vacated his seat.**

**Report FIN 2022-22 2023 Budget – 2023 Wage Grid Adjustment**

**2022-329 Councillor Fellows – Councillor Emons**

**THAT** Council direct staff to prepare the 2023 Budget based on a 4.0% adjustment to the Wage Grid, in accordance with the Pay Administration Policy; and,

**THAT** Council defer providing feedback and direction for preparation of the draft 2023 Budget and Capital Forecast.

**CARRIED**

**Deputy Mayor Pennings returned to his seat.**

**Report ENG 2022-44 Shedden Treatment Plant Supplier Design Award**

**2022-330 Deputy Mayor Pennings – Councillor Adzija**

**THAT** Council defer the award of the Shedden Treatment Plant Supplier.

**CARRIED**

## **Report CAO 2022-58 2023 Insurance Renewal**

### **2022-331 Deputy Mayor Pennings – Councillor Adzija**

**THAT** Council approve the 2023 Insurance Programs as set out in the renewal documents provided by Intact Public Entity dated November 11, 2022 (Township) and November 11, 2022 (Cemetery Board); and,

**THAT** the Liability Policy Abuse Coverage in the amount of \$1,000 be removed from the Cemetery Board Liability Policy.

**CARRIED**

## **CORRESPONDENCE:**

### **Fee Waiver Request – Rosy Rhubarb Festival Committee**

#### **2022-332 Councillor Fellows – Councillor Emons**

**THAT** Council of the Township of Southwold approves the \$3080.00 fee waiver request from the Rosy Rhubarb Festival Committee for the use of the Keystone Complex for their monthly meetings, sauce prep day and Rosy Rhubarb Festival weekend.

**CARRIED**

### **2023 ROMA Annual General Meeting and Conference**

#### **2022-333 Deputy Mayor Pennings – Councillor Emons**

**THAT** Mayor Grant Jones, Deputy Mayor Justin Pennings, Councillor John Adzija and Councillor Sarah Emons be authorized to attend the 2023 ROMA Annual General Meeting and Conference.

**CARRIED**

### **Good Roads 2023 Conference**

#### **2022-334 Councillor Adzija – Councillor Fellows**

**THAT** Deputy Mayor Justin Pennings and Councillor Sarah Emons be authorized to attend the Goods Roads 2023 Conference.

**CARRIED**

### **AMO Profession Line Up for 2022-2023**

Council reviewed this item under Correspondence

### **Thank you from the Southwold History Committee**



Council reviewed this item under Correspondence

## **BY-LAWS:**

- By-law No. 2022-82, being a by-law to provide for drainage works – G.H. Pennings Drain 2022, third and final reading
- By-law No. 2022-92, being a by-law to amend By-law No. 2011-14- Farhi Holdings Corporation C/O Strik, Baldinelli, Moniz Ltd, 39803 Talbot Line, Block 173.
- By-law No. 2022-93, being a by-law to amend By-law No. 2011-14- Farhi Holdings Corporation C/O Strik, Baldinelli, Moniz Ltd, 39803 Talbot Line, Block 183.
- By-law No. 2022-94, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on November 28, 2022

## **G. H. Pennings Drain 2022 By-law**

### **2022-335 Councillor Emons – Deputy Mayor Pennings**

**THAT** By-law No. 2022-82 be read a third time and finally passed this 28<sup>th</sup> day of November, 2022.

**CARRIED**

## **By-laws**

### **2022-336 Deputy Mayor Pennings – Councillor Adzija**

**THAT** By-law Nos. 2022-92 and 2022-93 be read a first and second time, considered read a third time and finally passed this 28<sup>th</sup> day of November 2022.

**CARRIED**

## **OTHER BUSINESS**

Council reviewed the item under Other Business

## **CLOSED SESSION:**

### **2022-337 Councillor Fellows – Councillor Emons**

**THAT** Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at **8:31 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

- Labour relations or employee negotiations (Section 239(2))(d) – CUPE Negotiations

- A position, plan, procedure, criteria or instruction 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) – Business Lease

**CARRIED**

**2022-338 Deputy Mayor Pennings – Councillor Adzija**

**THAT** Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **9:31 p.m.**

**CARRIED**

**STAFF DIRECTION**

Staff was given direction from Council on the items that were discussed in the Closed Session.

**Confirming By-law**

**2022-339 Councillor Emons – Councillor Fellows**

**THAT** By-law Nos. 2022-94 be read a first and second time, considered read a third time and finally passed this 28<sup>th</sup> day of November 2022.

**CARRIED**

**ADJOURNMENT:**

**2022-340 Deputy Mayor Pennings – Councillor Emons**

**THAT** Council for the Township of Southwold adjourns this Regular meeting of Council at **9:32p.m.**

**CARRIED**

  
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Mayor  
Grant Jones

  
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CAO/Clerk  
Jeff Carswell