



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

- A G E N D A -

Wednesday January 25, 2023

REGULAR MEETING OF COUNCIL

7:00 p.m., Council Chambers, Fingal/Via Video Link

1. **CALL TO ORDER**
2. **ADDENDUM TO AGENDA**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **ADOPTION OF MINUTES**
 - (a) Minutes of the Special Council Meeting of January 5, 2023
 - (b) Minutes of Regular Council Meeting of January 9, 2023
 - (c) Minutes of the Special Council Meeting of January 11, 2023
 - (d) Draft Minutes of the Zero Waste Committee Meeting of January 12, 2023
5. **DELEGATION**
6. **DRAINAGE**
7. **PLANNING**
 - (a) PLA 2023-02 Consent Application E47-22 Milcz, 37437 Lake Line
 - (b) PLA 2023-03, Housekeeping Zoning By-law Amendment
 - (c) **7 :30 p.m. – Public Meeting Zoning By-law Amendments**
PLA 2023-04 ZBA 2022-13-Pioneer Hay Sales Ltd C/O Dan McKillop,
35229 Third Line
PLA 2023-05 ZBA 2022-14 Andrews, C/O Monteith Brown Planning
Consultants, 10518 Ford Road
8. **REPORTS**
 - (a) Elgin County Council Highlights – January 10 & 12, 2023
9. **CORRESPONDENCE**
 - (a) Fee Waiver Request – OPP Recruitment Session
 - (b) Fee Waiver Reduction Request – Eastern Star

- (c) West Elgin – Appointment to Elgin Group Police Services Board
- (d) St. Thomas & District Chamber of Commerce Invitation to Lunch with the Mayors
- (e) Terrace Lodge Recruitment of Members to Redevelopment Fundraising Committee

10. BY-LAWS

- (a) By-law No. 2023-08, being a by-law to amend By-law No. 2011-14- Pioneer Hay Sales Ltd., 35229 Third Line
- (b) By-law No. 2023-09, being a by-law to amend By-law No. 2011-14, Andrews, 10518 Ford Road
- (c) By-law No. 2023-10, being by by-law to amend By-law No. 2022-22, Hunter/Lake Road Cemetery By-law
- (d) By-law No. 2023-11, being a by-law to amend By-law No. 2011-14, Housekeeping By-law
- (e) By-law No. 2023-12, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 11, 2023, and January 25, 2023

11. OTHER BUSINESS *(For Information Only)*

- (a) Lower Thames Valley Conservation Authority– Royal Assent of Bill 23 – Legislative and Regulations Changes Affecting Conservation Authorities
- (b) Elgin County Economic Development & Tourism – What’s New in Elgin – January 2023
- (c) Kettle Creek Conservation Authority Budget Approval

12. CLOSED SESSION

- (a) Labour relations or employee negotiations (section 239(2))(d) – CUPE Update

13. ADJOURNMENT:

NEXT BUDGET MEETING OF COUNCIL
Thursday January 26, 2023 @ 4:00 P.M.
Council Chambers, Fingal/Via Video Link

NEXT BUDGET MEETING OF COUNCIL, if needed
Monday February 6, 2023 @ 4:00 P.M.
Council Chambers, Fingal/Via Video Link

NEXT REGULAR MEETING OF COUNCIL
Monday February 13 @ 7:00 P.M.
Council Chambers, Fingal/Via Video Link



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting – Budget Deliberations
Thursday January 5, 2023
4:00 p.m. Council Chambers, Fingal/Via Video Link

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
Corey Pemberton, Director of Building & Community Services
Paul VanVaerenbergh, Public Works Superintendent

Mayor Jones called the meeting to order at 4:15 p.m.

DISCLOSURES:

None

REPORT:

FIN 2023-01 2023 Capital Budget – Report #1

The Director of Corporate Services/Treasurer provided information and background on the budget process and plans for the upcoming budget meetings. The first meetings will focus on the Capital Forecasts which have been provided to Council. Staff are finalizing the first draft of the Operating Budget and will have that available at the January 11, 2023 meeting, for review at the January 19, 2023 meeting.

The following Capital Forecasts were presented to Council by staff. Staff answered questions from Council and noted additional information to be gathered for future meetings and changes for consideration in future drafts.

- Planning and Development
- Drainage
- Administration
- Public Works Facility
- Public Works Fleet and Equipment
- Public Works Roads Projects
- Public Works Bridges and Culverts
- Building Department
- Keystone and Library
- Medical Centre
- Parks
- Fire Department

ADJOURNMENT:

2023- 01 Deputy Mayor Pennings – Councillor Emons

THAT Council for the Township of Southwold adjourns this Special meeting of Council at **6:29 p.m.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday January 9, 2023
7:00 p.m. Council Chambers, Fingal/Via Video Link

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
Paul Van Vaerenbergh, Public Works Superintendent
Brent Clutterbuck, Drainage Superintendent
Kevin Goodhue, Water/Wastewater Compliance Superintendent
Josh Mueller, Planner
June McLarty, Corporate Services Clerk

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

ADDENDUM TO THE AGENDA: None

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2023-02 Councillor Emons- Councillor Fellows

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

CARRIED

DRAINAGE:

2022 Drainage Reapportionments

2023-03 Deputy Mayor Pennings – Councillor Adzija

THAT Council for the Township of Southwold hereby accepts the drainage reapportionments undertaken for the Consent Applications E23-21, E24-21, E87-21, E27/22, E53/22, E54/22, E55/22, and E56/22; and,

FURTHER THAT these reapportionments will become effective upon stamping of the applicable deeds; and,

FURTHER THAT a copy of this resolution and drainage reapportionment be filed in each applicable drain file.

CARRIED

Tile Loan – Borrowing By-law

2023- 04 Deputy Mayor Pennings – Councillor Emons

THAT Council give consideration to By-law No. 2023-06 included on the January 9, 2023 Agenda.

CARRIED

Fulton Drain 1955 Tender Results

2023-05 Councillor Fellows – Deputy Mayor Pennings

THAT Council of the Township of Southwold award the contract for the Fulton Drain Maintenance to **Laemers Excavating** for a total cost of **\$6,605.00 +HST** and instructs the Mayor and Clerk to sign the tender contract.

CARRIED

Drainage Act Meeting Information

Brent Clutterbuck presented his report to Council.

A & C Jones Drain 2022

2023-06 Councillor Emons – Councillor Adzija

THAT Council proceeds with the A & C Jones 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 A & C Jones Drain 2022 will be held at the regular Council meeting on February 13, 2023 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 or in person.

CARRIED

PLANNING:

PLA 2023-01 Consent Application E87-21 Extension

Peter Kavcic presented this report to Council.

2023-07 Councillor Adzija – Councillor Fellows

THAT Council recommend approval to the Land Division Committee of the County of Elgin for an amendment to Township condition 11 allowing for an extension of the lapsing period to December 15, 2023.

CARRIED

REPORTS:

Report FIR 2023-01 Activity Report – December 2022

Jeff McArthur presented his report to Council.

Report ENG 2023-01 Activity Report – December 2022

Peter Kavcic presented his report to Council.

Report ENG 2023-02 Planning Fee Review

Peter Kavcic presented his report to Council.

2023-08

Deputy Mayor Pennings – Councillor Emons

THAT Council endorse adjusting planning application fees as set out in Option 4 which includes adjusting fees based on lowest fees when comparing all local municipalities within Elgin County and St. Thomas.

CARRIED

Report ENG 2023-03 Shedden and Fingal Sanitary Sewer Project

Peter Kavcic presented his report to Council.

2023-09

Deputy Mayor Pennings – Councillor Adzija

THAT Council direct Staff to hire an engineering consulting firm specializing in forcemains and pump station design to provide the Township with a detailed project estimate and list of constraints for this servicing option.

CARRIED

Report ENG 2023-04 Organic Composting Program

Peter Kavcic presented his report to Council.

2023-10

Councillor Emons – Councillor Adzija

THAT Council approve the Composting Option 2 which includes green bins in Talbotville Land Use area and digesters or composters in all other areas of the Township, and;

THAT Council approve the funding Option 3 which includes providing the first container free for all residents interested in the program and additional containers subsidized at a rate of \$20 per container, and;

THAT Council authorize purchasing 1,000 green bins and 250 digesters, with funding in the 2023 budget to be requested from Green Lane Community Trust, and;

THAT ongoing annual operating costs for the Organic Composting Program be funded from a per household area rate applied to the Talbotville Land Use Area, and;

THAT staff be authorized to commence public consultation on the use of an area rate for the Talbotville Land Use Area to fund the Organic Composting Program Operating Costs with feedback to be provided in conjunction with the 2023 Budget deliberations, and;

THAT final approval of all aspects of the Organic Composting Program be held, pending incorporation into and final approval of the 2023 Budget.

CARRIED

Report ENG 2023-05 Waste Collection Agreement

Peter Kavcic presented his report to Council.

2023-11 Councillor Fellows – Councillor Emons

THAT Council approve and authorize the execution of the proposed Township of Southwold and GFL Environmental Inc with By-Law 2023-03.

CARRIED

Financial Indicator Review

Michele Lant presented her report to Council.

Report CBO 2023-01 Activity Report – December 2022

Report CBO 2023-01 was presented to Council.

Report CBO 2023-02 2022 Year End Report

Report CBO 2023-02 was presented to Council.

Report CAO 2023-01 Building Services to West Elgin

Jeff Carswell presented his report to Council.

2023-12 Deputy Mayor Pennings – Councillor Fellows

THAT Council pass draft By-law 2023-04 to provide Building Services to the Municipality of West Elgin.

CARRIED

Report CAO 2023-02 Elgin Area Water Supply System Board Appointments

Jeff Carswell presented his report to Council.

2023-13 Councillor Fellows – Deputy Mayor Pennings

That Council endorse the following appointments to the Elgin Area Water Supply System Board:

Ken Loveland from Dutton Dunwich as the voting member for 2023 with Norman Watson and John Adzija as the alternate members;

Norman Watson from Central Elgin as the voting member for 2024 with Ken Loveland and John Adzija as the alternate members;

John Adzija from Southwold as the voting member for 2025 with Ken Loveland and Norman Watson as the alternate members.

CARRIED

Report CAO 2023-03 Activity Report – December 2022

Jeff Carswell presented his report to Council.

Family Day Event (Winterfest) – February 18, 2023

Jeff Carswell gave a verbal report to Council.

STAFF DIRECTION

Staff was directed by Council to contact the Family Day Committee Members to set up a meeting to discuss the possibility of having a Winterfest on February 18, 2023.

BY-LAWS:

- By-law No. 2023-01, being a by-law authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31st, 2023.
- By-Law No. 2023-02, being a by-law to provide for an interim tax levy, to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent.
- By-law No. 2023-03, being a by-law to enter into an agreement for Waste Collection Services
- By-law No. 2023-04, being a by-law to enter into an agreement for the provision of Building Code Act Administration and Enforcement Services to the Municipality of West Elgin
- By-law No. 2023-05, being a by-law to amend the Delegation By-law.
- By-law No. 2023-06, being a by-law to raise money to aid in the construction of drainage works under the *Tile Drainage Act*.

By-laws

2023-14 Deputy Mayor Pennings – Councillor Emons

THAT By-law Nos. 2023-01, 2023-02, 2023-03, 2023-04, 2023-05 and 2023-06 be read a first and second time, considered read a third time and finally passed this 9th day of January 2023.

CARRIED

OTHER BUSINESS:

- Elgin County Economic Development and Tourism Monthly Newsletter
- Kettle Creek Conservation Authority Progress Report January 1, 2023
- Elgin Group Police Services Board – Increasing Speeding Fines
- Elgin Federation of Agriculture – 2023 Farm Assessments

Council reviewed the items under Other Business.

CLOSED SESSION:

2023 -15

Councillor Emons – Councillor Fellows

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at **8:09 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

- 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)) – Development Agreement
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239(2)(e); 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)(e)) -Development Updates
- Labour relations or employee negotiations (section 239(2))(d) – CUPE Update

CARRIED

Adjournment of Closed Session

2023-16

Deputy Mayor Pennings – Councillor Fellows

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **9:38 p.m.**

CARRIED

STAFF DIRECTION

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

BY-LAW:

- By-law No. 2023-07, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 5, 2023 and January 9, 2023.

Confirming By-law

2023-17

Councillor Fellows – Councillor Emons

THAT By-law No. 2023-07 be read a first and second time, considered read a third time and finally passed this 9th day of January 2023.

CARRIED

ADJOURNMENT:

2023-18

Councillor Adzija – Councillor Fellows

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **9:39 p.m.**

CARRIED

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting – Budget Deliberations
Wednesday January 11, 2023
4:00 p.m. Council Chambers, Fingal/Via Video Link

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, Dir. of Emergency Services/Fire Chief

Mayor Jones called the meeting to order at 4:00 p.m.

DISCLOSURES:

None

REPORT:

FIN 2023-03 2023 Capital Budget – Report #2

Council continued the review of the Capital Forecasts prepared and presented by Staff. Staff noted items requiring additional information and changes for consideration in future drafts. The following Capital Forecasts were reviewed with Council:

- Planning and Development
- Drainage
- Administration

The Director of Corporate Services/Treasurer provided Council with the draft Operating Budget documents. Staff provided a high-level overview of the budget documents and how the net cost for each departmental area contributes to the overall levy requirement. The Department Summary charts were explained to Council along with the overall levy versus growth adjusted levy. The operating budget will be reviewed in more detail at the next Budget Meeting.

ADJOURNMENT:

2023-19

Deputy Mayor Pennings – Councillor Adzija

THAT Council for the Township of Southwold adjourns this Special meeting of Council at **6:27 p.m.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



Southwold Zero Waste Committee

January 12, 2023

Virtually

7:00 PM

Attendance: Councillor Emons, Niki Pennings, Caitlin Wight, Jess Andrews, Peter Kavcic, Andrea Kerkvliet, Richard Andrews. Regrets: Shannon Lynch

1. Call to Order

Meeting called to order by Councillor Emons at 7:10 PM

2. Approval of Agenda

Agenda was approved through Resolution No. 1. Moved by Jess Andrews, Seconded by Andrea Kerkvliet.

RESOLVED that the agenda of the January 12, 2023, committee meeting of the Southwold Zero Waste Committee be approved. DISPOSITION: Motion Carried

3. Adoption of Minutes from November 17, 2022, Meeting

Adoption of the minutes from meeting on November 17, 2022, approved through Resolution No. 2. Moved by Jess Andrews, Seconded by Richard Andrews

RESOLVED that the minutes of the meeting of the Southwold Zero Waste Committee on November 17, 2022, be approved. DISPOSITION: Motion Carried.

Business arising from previous minutes

- Composting How to Video
 - Will provide an update at the next meeting – Andrea and Shannon
- Peter Kavcic – Update from Council
 - Composting program – Council approved staff recommendations, now subject to Budget approval
 - Will talk with Jeff Carswell on when we can order the composters in advance of the potential July 1, 2023, start date.

- Staff will start to plan out the communications strategy for rolling out the new program along with the garbage/recycling updates
- Pricing for residents in compost pick up areas – this is to be determined by area ratings – current estimated amount for those residents is \$75/per year, per resident in Talbotville Area
- Andrea – Update on Water Bottles for Shedden Soccer
 - Spoke with someone at Shedden soccer – expect anywhere from 300-320 kids this upcoming season
 - Price per bottle when purchased from 4-Imprint last summer was \$5.05 each, there are still some left over – per Caitlin Wight – would be approximately \$1500-\$1700 to purchase more water bottles
 - Could inquire with them on coordinating the donation on jersey pick up day.
 - Budget – Green Lane request this year will be for \$2500 – there still is \$979 carry over from 2022 –
 - Andrea to find out how many coaches there are – committee will then determine on if they will include coaches in water bottle donation
- Community Education
 - Design a magnet for distribution? Recycling?
 - WWTP – big issues – residents flushing non-flushable wipes
 - Costing money, creating a problem with sludge disposal
 - Zero waste committee to design an education campaign?
 - City of London
 - Fog cups – make these available to our residents
 - Create a DIY fog disposal kit?

New business

- Earth Day Activities
 - A collection event? Electronics, Batteries, etc.
 - Drop in education
 - Everyone to email Caitlin their ideas
 - Clothing swap again
 - Design a save the date to send out – Saturday, April 22, with more information to come.
- SCPA Bike Rodeo
 - Reach out to group to see if they want to incorporate a bike swap

Delegation of Duties

Caitlin – provide updated pricing on water bottles, design save the date for Earth Day event

Sarah – connect with SCPA re: bike swap idea for rodeo

Andrea, Shannon -update on how to video at next meeting

Everyone – email in ideas for earth day event

Adjournment

The next meeting to be February 16, 2023, 7:00 PM Virtually. Approved through Resolution No. 3. Moved Andrea Kerkvliet, Seconded by Richard Andrews. RESOLVED that the meeting be adjourned at 8:06 PM and that the next meeting be scheduled for Thursday, February 16, 2023, 7:00 PM virtually. DISPOSITION: Motion Carried.

DRAFT



TOWNSHIP OF SOUTHWOLD
Report to Council

MEETING DATE: January 25, 2023

PREPARED BY: Josh Mueller MCIP, Planner

REPORT NO: PLA 2023-02

SUBJECT MATTER: Consent Application E47-22 – Comments to the County of Elgin

Recommendation(s):

THAT Council recommends approval of the Land Division Committee of County of Elgin for the consent application E47-22, subject to the Lower-Tier Municipal conditions in Appendix Two of Report PLA 2023-02

Purpose:

The proposal is to create one residential parcel while retaining an existing residential parcel at 37437 Lake Line.

Background:

Below is a background information, in a summary chart:

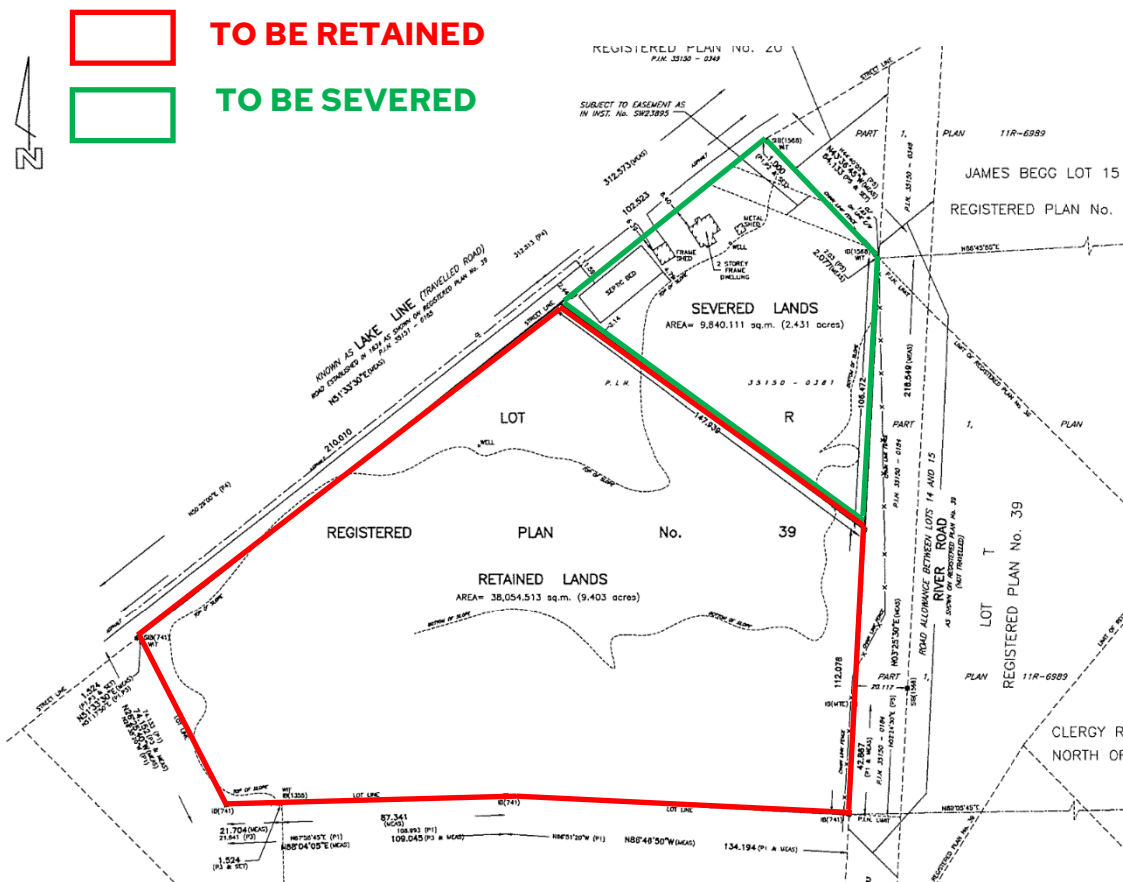
Application	E47-22
Owners/Applicants	Jeffrey and Gillian Milcz
Legal Description	Lot R Plan 39
Civic Address	37437 Lake Line, Community of North Port Stanley
Entrance Access	Lake Line
Water Supply	Municipal Water Service
Sewage Supply	Privately owned and operated individual septic system
Existing Land Area	+/- 4.77 ha (11.79 ac)
Buildings and/or Structures	Severed Parcel – single detached dwelling and detached garage
	Retained Parcel – vacant; single detached dwelling with attached garage proposed

Below is the detailed dimensions and land areas of the application, in a chart:

Severed Parcel			Retained Parcel		
Frontage	Depth	Area	Frontage	Depth	Area
102.52 m (336.36 ft)	147.93 m (485.33 ft) and 64.13 m (210.41 ft)	0.98 ha (2.43 ac)	210 m (689.0 ft)	Irregular 74.13 m (243.21 ft) and 147.94 m (485.36 ft)	3.81 ha (9.4 ac)

The Public Meeting is scheduled for February 2023, at the Elgin County Land Division Committee Meeting.

Figure 1: Areas to be Severed and Retained



The consent sketch, showing E47-22 is attached to this report as Appendix One for reference purposes.

Planning Policy Review:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS) and does not conflict with Provincial Plans. Within the Township of Southwold, they must also make decisions that conform to the County of Elgin Official Plan and Township of Southwold Official Plan and make decisions that represent good land use planning.

With regard to this proposal involving consents, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

Provincial Policy Statement

Limited lot creation is permitted within the North Port Stanley settlement area, in accordance with Section 1.1.3 of the PPS. The proposed severed parcel is serviced with municipal water service and private septic system. Municipal water and private septic system are proposed for the proposed retained parcel, in accordance with Section 1.6.6 of the PPS.

Development is proposed within the significant woodlands, Area of Natural and Scientific Interest and within the Natural Hazards area.

Development and site alteration shall not be permitted in significant woodlands and significant areas of natural and scientific interest unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions* (Section 2.1.5), generally demonstrated through a scoped Environmental Impact Study (EIS). A scoped EIS has been prepared and demonstrates that no negative impacts will occur to the woodlands and area of natural and scientific interest as a result of the proposal.

Development and site alteration shall not be permitted within areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards, erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard (Section 3.1.2). The hazards on the lands are the slope and potential for erosion hazards. A Slope Assessment Report was prepared for the lands and it determined that the slope instability has a low potential rating (in accordance with the Ministry of Natural Resources (MNR) Slope Stability Rating Chart) and upon site inspection, there are no signs of slope instability. The report notes a recommended setback from the top of slope where no structures should encroach. Erosion was not noted as a concern in the report.

Therefore, this proposal appears to be consistent with the PPS.

County of Elgin Official Plan (CEOP)

The subject lands are designated Tier 2 Settlement Area on Schedule 'A' Land Use in the CEOP. The lands also contain Woodlands and an Area of Natural and Scientific Interest on Appendix #1 Natural Heritage Features and Areas in the CEOP.

Tier 2 Settlement Area permits limited development on partial servicing. New lot creation policies of the CEOP contained under Section E1.2.3.1, has 13 criteria listed and would appear to be achieved with this proposal, as it will be partially serviced, will not affect drainage patterns in the area, and entrance accesses to the lands can be obtained through Lake Line.

Development is proposed within the Woodlands and the Area of Natural and Scientific Interest. Development and site alternation shall not be permitted in significant woodlands and significant areas of natural and scientific interest unless it has been demonstrated through an Environmental Impact Study (EIS), that there will be no *negative impacts* on the natural features or their *ecological functions*. An EIS has been prepared and no concerns on the natural heritage areas and features were identified.

Therefore, this proposal appears to conform to the CEOP.

Township of Southwold Official Plan (OP)

In 2022 this parcel of land underwent an Official Plan Amendment to rectify a mapping error and include the subject parcel in the North Port Stanley Settlement Area. The Official Plan Amendment was approved by the County of Elgin in October of 2022.

The subject lands are designated Residential on Schedule '4D' North Port Stanley Land Use in the OP. The Natural Hazards on Schedule '3' overlay apply to a portion of the proposed severed and retained parcels. The Residential designation permits single detached dwellings.

New lot creation policies of the OP contained in Section 7.23, has 8 criteria listed and would appear to be achieved with this proposal, as it will be partially serviced, will not affect drainage patterns in the area, and entrance accesses to the lands can be obtained from Lake Line.

The dwelling on the proposed retained parcel is already connected to the Township's municipal drinking water system, and has a private septic system.

Section 4.2 Natural Hazard Lands states development and site alteration is not permitted in areas that would be inaccessible to people and vehicles during times of flooding

hazards and erosion hazards, unless it has been demonstrated that the site has safe access and egress appropriate for the nature of the development and the natural hazard.

The entire Subject Lands are within the regulation limit of the Kettle Creek Conservation Authority (KCCA). This regulation limit is associated with the valley land slope within the woodland community on Adjacent Lands. A Regulation of Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses permit is required for future development.

Significant natural heritage features have been identified adjacent to the Subject Lands including a Significant Woodland candidate Significant Wildlife Habitat, Significant Valleyland, and potential habitat for species protected under the *ESA*, 2007. The proposed lot severance, rezoning, and future development of the Subject Lands will not directly impact natural heritage features on Adjacent Lands.

The applicant has submitted a Slope Assessment with the application. This assessment provides the location of the setback line for new development.

Therefore, this proposal appears to conform to the OP.

Township of Southwold Comprehensive Zoning By-Law 2011-14 (ZBL)

The subject lands are zoned Settlement Reserve (SR) Zone on Map 10 of ZBL #2011-14. Land zoned as Settlement Reserve has been allotted for future development and are intended to be rezoned once development plans have been approved. The lands would be required to be rezoned from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone. The R1 zoning would permit the construction of single detached residential dwelling units.

In order to permit residential development, and to satisfy a condition of approval of the Consent Application it will be necessary to amend the Zoning Bylaw.

Therefore, it would appear that the proposal would comply with the ZBL, subject to a zoning by-law amendment being required as a condition of consent.

Circulation of the Application:

Township Department Comments

Comments received from the Township Departments are summarized below:

- Infrastructure and Development Services - Reapportionment of the Marr Drain is required to for this consent application

Planning Staff note that the Township Departments' comments have been addressed as conditions of approval.

Financial Implications:

None. Application fees were collected in accordance with the Township’s Tariff of Fees By-law, as amended time to time.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

- Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.
- Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township’s infrastructure in the promotion of public safety
- Exercising good financial stewardship in the management of Township expenditures and revenues.
- Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

Summary/Conclusion:

Therefore, it is Planning Staff’s opinion that the proposed residential lot creation would appear to be consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL (subject to relief); and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

**Respectfully submitted by:
Josh Mueller, MCIP, Planner
“Submitted Electronically”**

**Approved by:
Jeff Carswell, CAO/Clerk
“Approved Electronically”**

Appendix One: Consent Sketch E47-22
Appendix Two: Consent Application E47-22 Conditions

Appendix Two: Severance Application E47-22

Consent Applications E47-22 Conditions:

1. That the Applicant meet all the requirements, all financial and municipal fees including but not limited to cash in lieu of parkland, development charges and water connection fees of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcels once the transaction has occurred to the Municipality.
4. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment and to rezone retained parcels and having such rezoning of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the Applicant have a drainage reapportionment of the Marr Drain completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality.
6. That the Applicant provide a Mutual Drain Agreement pursuant to the Drainage Act, to the satisfaction and clearance of the Municipality.
7. That the Applicant have a septic system assessment be completed by a qualified individual, on the proposed severed parcel to ensure that the lands are suitable for a privately owned and operated septic system, to the satisfaction and clearance of the Municipality.
8. That driveway entrance permit and 911 sign be obtained, if required.
9. That the Applicant's Solicitor provide a request for clearance of conditions to the Municipality, demonstrating how all the conditions of consent has been fulfilled, to the satisfaction and clearance of the Municipality.
10. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
11. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



TOWNSHIP OF SOUTHWOLD
Report to Council

MEETING DATE: January 25, 2023

PREPARED BY: Josh Mueller, MCIP, Planner

REPORT NO: PLA 2023-03

SUBJECT MATTER: Housekeeping Zoning Bylaw Amendment

Recommendation(s):

THAT Council approve the proposed Housekeeping Zoning Bylaw Amendment, in accordance with the Bylaw contained within Appendix One of Report PLA 2023-03.

Purpose:

The purpose of this report is to correct minor text errors and make corrections to the current Zoning Bylaw (Bylaw 2011-14). This will correct minor grammatical errors, Ontario Building Code Updates, spelling mistakes, and incorrect information without a formal comprehensive review of the bylaw. In addition to this, Staff have also updated the driveway width component to correlate the width to frontage with a maximum permissible driveway width as well. This proposed Bylaw Amendment will not require a public meeting.

Background:

Housekeeping updates to Zoning Bylaw's are completed periodically as Staff work through issues with the Bylaw that lead to inconsistent interpretations or issues with text during building and planning files. This housekeeping amendment is being completed prior the comprehensive Zoning Bylaw review that will be advanced in 2023.

Proposed Text Amendments

Most of the text updates will occur in Sections 2.0 Definitions, and 3.0 General Provisions. See chart below for proposed text changes throughout the Zoning Bylaw (bold and underline – additions, strikeout text – removal).

Section 2.0 - Definitions:

Existing Text	Proposed Text
"ac" means acre.	"AC" means acre.
"ANIMAL CLINIC" means a building or part thereof, designed, used or intended for use by a veterinarian and his assistants for the purpose of providing for the care and treatment of pets raised or housed for recreational or hobby purposes, without overnight accommodation, and without limiting the generality of the foregoing, includes dogs, cats and birds but does not include livestock.	"ANIMAL CLINIC" means a building or part thereof, designed, used or intended for use by a veterinarian and his assistants for the purpose of providing for the care and treatment of pets raised or housed for recreational or hobby purposes, without overnight accommodation, and without limiting the generality of the foregoing, includes dogs, cats and birds but does not include livestock.
"ALTERNATIVE ENERGY SYSTEM" means sources of energy or energy conversion process that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional systems.	"ALTERNATIVE ENERGY SYSTEM" means sources of energy or energy conversion process that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional systems.
"CAMPGROUND" means a use, consisting of at least 5 camping sites, and comprising land used for seasonal recreational activity as grounds for the camping or parking of tents, park model trailers, travel trailers, truck campers, but not mobile homes	"CAMPGROUND" means a use, consisting of at least 5 camping sites, and comprising land used for seasonal recreational activity such as as grounds for the tents or parking of tents, park model trailers, travel trailers, truck campers, but not mobile homes
"GARDEN SUITE" means a residential dwelling unit accessory to a principal residence that offers alternative accommodation to a senior or disabled family member, and is removable.	"GARDEN SUITE" means a residential dwelling unit accessory to a principal residence that offers alternative accommodation to a senior or disabled family member, and is removable.
"TAVERN" means an establishment operating under the Liquor License Act R.S.O. 1990, c.L.19, where alcoholic beverages are sole to be consumed on the premises.	"TAVERN" means an establishment operating under the Liquor License Act R.S.O. 1990, c.L.19, where alcoholic beverages are sold to be consumed on the premises.

Some of the above definitions are proposed to be changed due to spelling corrections, clarifications and changes with additional dwelling units. Garden suite definition no longer required with additional dwelling units.

Section 3.0 – General Provisions

Existing Text	Proposed Text
<p>3.1 Accessory Uses b) One (1) accessory building or structure, not exceeding 10.0 m² (107.6 ft.2) in floor area, may be excluded from the calculation of total lot coverage.</p>	<p>3.1 Accessory Uses b) One (1) accessory building or structure, not exceeding <u>15.0 m²</u> (161.5 ft.2) in floor area, may be excluded from the calculation of total lot coverage.</p>
<p>3.19 Loss By Natural Causes - Notwithstanding any other provisions of this By-law, save an except for Sections 3.11 Hazard Lands and 3.26 Minimum Distance from Municipal Drains and Natural...</p>	<p>3.19 Loss By Natural Causes - Notwithstanding any other provisions of this By-law, save <u>and</u> except for Sections 3.11 Hazard Lands and 3.26 Minimum Distance from Municipal Drains and Natural...</p>
<p>3.35 Occupancy of Partially Completed Dwellings - No new building shall be occupied before the main side walls and roof have been erected and the external siding and roofing have been completed, and sanitary conveniences installed, and, where applicable, kitchen and heating facilities have been installed.</p>	<p>3.35 Occupancy of Partially Completed Dwellings - No new building shall be occupied before the main side walls and roof have been erected and the external siding and roofing have been completed, and sanitary conveniences installed, and, where applicable, kitchen and heating facilities have been installed. <u>No new building shall be occupied prior to meeting the Ontario Building Code requirements.</u></p>
<p>3.38m Parking and Loading Space g) - Except as otherwise provided herein, uncovered surface parking areas and driveways shall be permitted in any part of any yard, provided that any part of a parking area located within a required yard shall be separated from any lot lines adjacent to such required yard by a planting strip not less than 1.0 m (3.3 ft.) in width...</p>	<p>3.38m Parking and Loading Space g) - Except as otherwise provided herein, uncovered surface parking areas and driveways shall be permitted in any part of any yard, provided that any part of a parking area located within a required yard shall be separated from any <u>side yard lot lines</u> adjacent to such required yard by a planting strip not less than 1.0 m (3.3 ft.) in width...</p>

<p>3.38 Parking and Loading Space h) i) - access to parking areas shall be provided from an improved street by means of one or more unobstructed driveways not exceeding 8.0 m (26 ft.) in width for a driveway for a residential use, and 12.0 m (39 ft.) in width for any other driveway...</p>	<p>3.38 Parking and Loading Space h) i) - access to parking areas shall be provided from an improved street by means of one or more unobstructed driveways not exceeding <u>60% of lot frontage to a maximum of</u> 8.0 m (26 ft.) in width for a driveway for a residential use, and 12.0 m (39 ft.) in width for any other driveway...</p>
<p>3.47 Yard Encroachments and Obstructions – vii) central air conditioning or heat pump units, provided that such unit is located within 3.0 m (10 ft.) of the main building in a front yard or an exterior side yard, or a minimum of 1.2 m (4 ft.) from an interior side or rear lot line;</p>	<p>3.47 Yard Encroachments and Obstructions – vii) central air conditioning or heat pump units, <u>shall not be located within a front yard,</u> provided that such unit is located within 3.0 m (10 ft.) of the main building in a front yard or an exterior side yard, or <u>and a minimum of 1.2 m (4 ft.) from exterior side yard or rear lot line and a minimum of 0.3m (1ft) from</u> an interior side;</p>
<p>3.47 Yard Encroachments and Obstructions – viii) water circulating or treatment equipment, including but not necessarily limited to pumps or filters related to a swimming pool, provided such equipment is located a minimum of 3.0 m (10 ft) from an interior side or rear lot line, unless located in an accessory building;</p>	<p>3.47 Yard Encroachments and Obstructions – viii) water circulating or treatment equipment, including but not necessarily limited to pumps or filters related to a swimming pool, provided such equipment is located a minimum of 3.0m (10ft) <u>1.5 m (4.9 ft)</u> from an interior side or rear lot line, unless located in an accessory building;</p>

The changes in the General Provisions in Section 3.0 are proposed to be altered due to changes in the Ontario Building Code, inconsistencies noticed in the zoning bylaw text, as well as changes to driveway width. The proposed changes to the driveway width are to align with frontage width. Staff felt this was a better way to manage driveway widths than allowing smaller frontages to have 8m width. With smaller frontages and wider driveways, this limits on street parking as well as the installation of street trees, street lighting and other utilities.

Section 5.0 – Agricultural 1(A1) Zone

Existing Text	Proposed Text
5.2 Regulations g)v) Exterior Yard – 6.0 m (20 ft)	5.2 Regulations g)v) Exterior Yard – 6.0 m (20 ft) 1.2 m (4.0 ft)

Proposed change to align Agricultural 1 (A1) zone similar to Residential 1 (R1) zone for accessory uses, buildings or structures, as it provides more flexibility for residents, allowing them to advance building applications without minor variances.

Section 7.0 – Agricultural 3 (A3) Zone

Existing Text	Proposed Text
7.4 Special Provisions a) i) Regulation - Section 3.4 Environmental Protection, Natural Areas and Adjacent Lands shall no apply	7.4 Special Provisions a) i) Regulation - Section 3.4 Environmental Protection, Natural Areas and Adjacent Lands shall <u>not</u> apply

Proposed text correction to correct a spelling error.

Section 7.3.1 Existing Agricultural Lots Under Minimum Lot Frontage

Existing Text	Proposed Text
7.3.1 Notwithstanding the provisions of Subsection 6.2 where an existing lot has a lesser lot frontage than required under this By-law and is developed for an agricultural use, with or without existing agricultural buildings and accessory structures, additional agricultural buildings and structures may be erected, or existing agricultural structures may be altered providing all other requirements of this By-law are complied with. The lot will be deemed to conform to the By-law with respect to minimum lot frontage provisions.	7.3.1 Notwithstanding the provisions of Subsection 6.2 Where an existing lot has a lesser lot frontage than required under this By-law and is developed for an agricultural use, with or without existing agricultural buildings and accessory structures, additional agricultural buildings and structures may be erected, or existing agricultural structures may be altered providing all other requirements of this By-law are complied with. The lot will be deemed to conform to the By-law with respect to minimum lot frontage provisions.

Proposed text change, existing text references Section 6.2 whereas there is no Section 6.2 in Zoning Bylaw.

Section 7.4b Special Provisions

Existing Text	Proposed Text
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<p>7.4b A3-2, As shown on Schedule A, Map No. 9 (i) Prohibited Use - New residential dwelling (ii) Permitted Use - All Permitted Uses listed in Section 7.1.</p>	<p>7.4b A3-2, As shown on Schedule A, Map No. 9 (i) Prohibited Use - New residential dwelling (ii) Permitted Use - All Permitted Uses listed in Section 7.1.</p>
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New residential dwellings under Agricultural 3 (A3) zone are not permitted, so no special provision is required.

Section 10.4 Special Provisions

Existing Approved By-Law	Proposed Approved By-Law
<p>Subsection 7.4 Special Provisions of the By-Law is amended by adding the following new Clause as 7.4 (d):</p> <p>“(d) A3-4 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 240.0m²” Regulation Maximum Lot Coverage 41.00 %”</p>	<p>Subsection 7<u>10</u>.4 Special Provisions of the By-Law is amended by adding the following new Clause as 7<u>10</u>.4 (d):</p> <p>“(d) AR<u>AR</u>3-4 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 240.0m²” Regulation Maximum Lot Coverage 41.00 %”</p>
<p>Subsection 7.4 Special Provisions of the By-Law is amended by adding the following new Clause as 7.4 (e):</p> <p>“(e) R3-5 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 247.0m²” Regulation Maximum Lot Coverage 41.00 %”</p>	<p>Subsection 7<u>10</u>.4 Special Provisions of the By-Law is amended by adding the following new Clause as 7<u>10</u>.4 (e):</p> <p>“(e) R3-5 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 247.0m²” Regulation Maximum Lot Coverage 41.00 %”</p>

Special Provisions in 10.4 are being updated as the text in original by-laws 2022-92 and 2022-93 had errors in the text. This housekeeping update will facilitate this correction.

Financial Implications

None.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

- Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.
- Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township’s infrastructure in the promotion of public safety
- Exercising good financial stewardship in the management of Township expenditures and revenues.
- Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

**Respectfully submitted by:
Josh Mueller, MCIP, Planner
“Submitted Electronically”**

**Approved by:
Jeff Carswell, CAO/Clerk
“Approved Electronically”**

1. Appendix One: Housekeeping Draft Zoning By-law Amendment
2. Schedule A to Housekeeping Bylaw



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-11

Being a By-law to Amend By-law No. 2011-14

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
HEREBY ENACTS AS FOLLOWS:**

1. By-Law No. 2011-14, as amended, is further amended by amending various sections of the bylaw to correct minor spelling, grammar, and informational errors as shown on Schedule "A", attached hereto and forming part of this By-law,
2. (a) If no notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, this By-law shall thereupon come into force and shall take effect from the date of its final passing.

(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY, 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell

Schedule 'A' Housekeeping Bylaw

THAT Section 2.0 Definitions is amended by:

Item "ac" means acre, is amended to read "AC" means acre.

Item "ANIMAL CLINIC", is amended to read "ANIMAL CLINIC" means a building or part thereof, designed, used or intended for use by a veterinarian and his assistants for the purpose of providing for the care and treatment of pets raised or housed for recreational or hobby purposes, without overnight accommodation but does not include livestock

Item "ALTERNATIVE ENERGY SYSTEM", is amended to read "ALTERNATIVE ENERGY SYSTEM" means sources of energy or energy conversion process that significantly reduces the amount of harmful emissions to the environment when compared to conventional systems.

Item "CAMPGROUND", is amended to read "CAMPGROUND" means a use, consisting of at least 5 camping sites, and comprising land used for seasonal recreational activity such as camping tents or parking of park model trailers, travel trailers, truck campers, but not mobile homes

Item "GARDEN SUITE" is hereby deleted in its entirety.

Item "TAVERN", is amended to read "TAVERN" means an establishment operating under the Liquor License Act R.S.O. 1990, c.L.19, where alcoholic beverages are sold to be consumed on the premises.

THAT Section 3.1 Accessory Uses is amended by:

Section 3.1 is amended to read 3.1 Accessory Uses b) One (1) accessory building or structure, not exceeding 15.0 m² (161.5 ft.2) in floor area, may be excluded from the calculation of total lot coverage.

THAT Section 3.19 Loss by Natural Causes is amended by:

Item 3.19 is amended to read Notwithstanding any other provisions of this By-law, save and except for Sections 3.11 Hazard Lands and 3.26 Minimum Distance from Municipal Drains and Natural Watercourses, where a building or structure is destroyed or partially destroyed by fire or other natural causes, replacement of the said building or structure to the same basic dimensions and on the same basic site shall be permitted, provided a building permit is issued within

three (3) years from the date of destruction. Construction of buildings and structures which are subject to Sections 3.11 and 3.26 require approval from the Conservation Authority.

THAT Section 3.35 Occupancy of Partially Completed Dwellings is amended by:

Item 3.35 is amended to read, No new building shall be occupied prior to meeting the Ontario Building Code requirements.

THAT Section 3.38 Parking and Loading Space is amended by:

Item 3.38(g) is amended to read, (g) Yard Where Permitted- Except as otherwise provided herein, uncovered surface parking areas and driveways shall be permitted in any part of any yard, provided that any part of a parking area located within a required yard shall be separated from any side yard lot lines not less than 1.0 m (3.3 ft.) in width. In any Residential Zone, parking spaces may be provided in a garage, carport, or in a driveway and may be located in a side or rear yard provided that the parking area shall not exceed fifteen percent (15%) of the total lot area.

Item 3.38 (h) (i) is amended to read, Access to Parking Areas and Space -access to parking areas shall be provided from an improved street by means of one or more unobstructed driveways not exceeding 60% of lot frontage to a maximum of 8.0 m (26 ft.) in width for a driveway for a residential use, and 12.0 m (39 ft.) in width for any other driveway, measured parallel to the said street, at any point on the lot closer to the said street than the yard required therefrom, provided that no lot shall have more than two driveways for the first 30.0 m (98 ft.) of street line thereof plus one driveway for each additional 30.0 m (98 ft.) of street line.

THAT Section 3.47 Yard Encroachments and Obstructions is amended by:

Item 3.47 (vii) is amended to read, central air conditioning or heat pump units, shall not be located within a front yard, and a minimum of 1.2 m (4 ft.) from exterior side yard or rear lot line and a minimum of 0.3m (1ft) from an interior side.

Item 3.47 (viii) is amended to read, water circulating or treatment equipment, including but not necessarily limited to pumps or filters related to a swimming pool, provided such equipment is located a minimum of 1.5 m (4.9 ft) from an interior side or rear lot line, unless located in an accessory building.

THAT Section 5.2 Agricultural 1 (A1) Zone Regulations is amended by:

Item 5.2 (g) (v) is amended to read, Exterior Yard – 1.2 m (4.0 ft)

THAT Section 7.3.1 Agricultural (A3) Zone – Existing Agricultural Lots Under Minimum Lot Frontage is amended by:

Item 7.3.1 is amended to read, where an existing lot has a lesser lot frontage than required under this By-law and is developed for an agricultural use, with or without existing agricultural buildings and accessory structures, additional agricultural buildings and structures may be erected, or existing agricultural structures may be altered providing all other requirements of this By-law are complied with. The lot will be deemed to conform to the By-law with respect to minimum lot frontage provisions

THAT Section 7.4 Special Provisions is amended by:

Item 7.4 (a) (i) is amended to read, Regulation - Section 3.4 Environmental Protection, Natural Areas and Adjacent Lands shall not apply

Item 7.4 (b) is deleted in its entirety

Item 7.4 is amended to read, 10.4 Special Provisions of the By-Law is amended by adding the following new Clause as 710.4 (d): R3-4 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 240.0m² Regulation Maximum Lot Coverage 41.00 %

Item 7.4 is amended to read, 10.4 Special Provisions of the By-Law is amended by adding the following new Clause as 710.4 (e): R3-5 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 247.0m² Regulation Maximum Lot Coverage 41.00 %



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: January 25, 2023

PREPARED BY: Josh Mueller, MCIP, Planner

REPORT NO: PLA 2023-04

**SUBJECT MATTER: Zoning By-law Amendment Application ZBA 2022-13 –
Recommendation Report**

Recommendation(s):

THAT Council approve the proposed Zoning By-law Amendment Application ZBA 2022-13, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2023-04.

Purpose:

The proposal is to address a condition of consent for Consent Application E3-22, which proposes to rezone the retained portion of the subject property from Agricultural 1 (A1) Zone to Agricultural 3 (A3) Zone to prohibit future residential development, and the severed portion of the subject property from Agricultural 1 (A1) Zone to Agricultural 1 Special Provision 69 (A1-69) Zone, in order to recognize the lot area, lot frontage and reduced rear yard setback of the lot being created. Consent Application E3-22 was approved to sever a dwelling excess to a farming operation.

The original size of the proposed severed parcel was presented to Council in January of 2022, and Council provided comments that the severed parcel should be reduced in size closer to allowable limits in the Zoning By-law. Following this council meeting, the applicant resubmitted a proposal that reduced the lot area, lot frontage and required rear yard setback. A revised drawing was submitted and endorsed by Council on March 12, 2022.

Lot frontage of the severed parcel was reduced from 57 metres (187 feet) to 21.8 metres (71.59 feet) and lot area of the severed parcel was reduced from 2.6 hectares (6.42 acres) to 1.36 hectares (3.36 acres), and the rear yard setback was reduced from 16.7 m (54.79 feet) to 5.6m (18.37 feet).

Three site specific provisions will be required as part of the ZBA Application:

1. A site specific provision to permit a maximum lot area of 1.36 Ha whereas 0.60 Ha is currently required.
2. A site specific provision to permit a decrease in minimum lot frontage of 21.8 m whereas a minimum of 30 m is currently required.
3. A site specific provision to permit reduction in required rear yard setback to 5.6 m whereas 8.0 m is currently required.

Background:

Below is background information, in a summary chart:

Application	ZBA 2022-13
Owners/Applicants	Pioneer Hay Sales
Agent	Dan McKillop
Legal Description	CON 3 LOT 9
Civic Address	35229 3 rd Line
Entrance Access	3 rd Line
Water Supply	Municipal Water
Sewage Supply	Privately owned and operated septic system

Figure 1 below, depicts the subject lands.

Figure 1: Subject Area Map (Not to Scale)



The sketch, depicting the subject lands, is attached to this report as Appendix One for reference purposes.

Planning Policy Review:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS), 2020 and must not conflict with Provincial Plans.

Within the Township of Southwold, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Township of Southwold Official Plan (OP) and make decisions that represent good land use planning.

Provincial Policy Statement

The subject parcel is located within the agricultural area. Lot creation is permitted within Agricultural Areas for dwellings excess to a farming operation.

Section 2.4.3.1: Lot creation in *prime agricultural areas* is discouraged and may only be permitted for:

c) a *residence surplus to a farming operation* as a result of farm consolidation, provided that:

- the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
- the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

The proposed severed lot is approximately 1.36 Hectares, (3.36 Acres) and is serviced by Township water, and private septic system. The retained parcel will be used for agricultural purposes and will be rezoned to prohibit any further residential development from occurring on the retained land.

Therefore, this proposed Zoning By-law Amendment is consistent with the Provincial Policy Statement.

County of Elgin Official Plan (CEOP)

The subject lands are designated Agricultural Area on Schedule 'A' Land Use. Section E1.2.3.4(b) of the CEOP permits the creation of new lots provided the local Official Plan supports their creation and if the lot is to be created to accommodate a habitable residence that has become surplus to a farming operation as a result of a farm

consolidation provided that the development of a new residential use is prohibited on any retained parcel of farmland created by the consent to sever. The residence to be severed is habitable and is surplus to the owners’ farming operations. The residence is connected to the municipal water service.

Therefore, this proposed Zoning By-law Amendment does conform to the CEOP.

Township of Southwold Official Plan (OP)

The parcel is designated Agricultural Area on Schedule ‘4’ of the OP.

Section 7.23.4 outlines the Agricultural Consent Policies

Land severances in the Agricultural Area may be permitted for:

A habitable farm dwelling made surplus to the needs of a farm operation, as a result of farm consolidation, subject to the following conditions:

- The retained farm parcel will be zoned so as to prohibit the construction of any additional dwellings;
- The non-farm parcel will be zoned to recognize the non-farm residential use; and
- Minimum Distance Separation I provisions can be met;

Therefore, this proposed Zoning By-law Amendment does conform to the OP.

Township of Southwold Comprehensive Zoning By-Law 2011-14 (ZBL)

The subject lands are zoned Agricultural 1 (A1) Zone on Map 2 of ZBL #2011-14. The proposed severed lot does not comply with the A1 Zoning. The proposal exceeds the maximum allowable lot area, does not meet the minimum lot frontage and does not comply with the required rear yard setback. Please see chart below for more info.

Requirements for A1 Lots Created by Consent	Agricultural 1 (A1) Zone Requirement	Original Proposal	Revised Proposal
Maximum Lot Area	0.60 Ha (1.48Ac)	2.6 Ha (6.42 Ac)	1.36 Ha (3.36 Ac)
Minimum Lot Frontage	30.0m (98 feet)	57m (187 feet)	21.8m (71.59 feet)
Rear Yard Setback	8m (26.24 feet)	16.7m (54.79 feet)	5.6m (18.37 Feet)

Therefore, it would appear that the revised proposal would comply with the ZBL, subject to approval of the proposed zoning by-law amendment.

Circulation of the Application:

The application was circulated to the applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on January 3, 2023, prior to the public meeting (minimum 20 days required).

Additional information related to the application is available on the website:

<https://www.southwold.ca/en/business-and-development/current-planning-applications.aspx>

Township Department Comments

Comments received from the Township Departments are summarized below:

- Infrastructure and Development Services – the County of Elgin will need to determine whether there needs to be a driveway entrance to the retained parcel.

Agency Comments

The zoning by-law amendment application was circulated to the Agencies for comment. Comments received are summarized below:

- Lower Thames Valley Conservation Authority (LTVCA) is requiring an application be made to their office prior to any work being done in the regulated area.

Public Comments

At the time of submission of this report, no comments were received.

Financial Implications:

None. Application fees were collected in accordance with the Township’s Tariff of Fees By-law, as amended time to time.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

- Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.
- Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township’s infrastructure in the promotion of public safety
- Exercising good financial stewardship in the management of Township expenditures and revenues.
- Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

Summary/Conclusion:

Therefore, it is Planning Staff’s opinion that the proposed Zoning By-law Amendment is consistent with the PPS, conforms to the CEOP and conforms to the OP; and recommends that the request for the Zoning By-law Amendment be approved, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public meeting.

Once a Council decision is made, Notice will be sent to those who have requested a copy and/or attended the public meeting. There will be a 20 day appeal period after the Notice is sent out. Any appeals received by the Township of Southwold will be forwarded to the Ontario Land Tribunal (OLT) for a hearing in accordance with the *Planning Act*.

**Respectfully submitted by:
Josh Mueller MCIP, Planner
"Submitted Electronically"**

**Approved by:
Jeff Carswell, CAO/Clerk
"Approved Electronically"**

1. Appendix One: ZBA 2022-13 Sketch
2. Appendix Two: ZBA 2022-13 Draft Zoning By-law Amendment



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-08

Being a By-law to Amend By-law No. 2011-14

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
HEREBY ENACTS AS FOLLOWS:**

1. By-Law No. 2011-14, as amended, is further amended by amending Schedule 'A', Map 2, to change the zone symbols applying to lands legally described as CON 3 LOT 9 as shown on Schedule "A", attached hereto and forming part of this By-law, from Agricultural 1 (A1) Zone to Agricultural 1 Special Provision 69 (A1-69) Zone and Agricultural 3 (A3) Zone.
2. Subsection 5.4 Special Provisions of the By-law is amended by adding the following new Clause as 5.4 (br):

"(br) A1-69 As shown on Schedule A, Map 2

(i) Regulation

Maximum Lot Area	1.36 ha (3.36 ac.)
Minimum Lot Frontage	21.8 m (71.59 ft.)
Minimum Rear Yard Setback	5.6 m (18.37 ft.)

3. (a) If no notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, this By-law shall thereupon come into force and shall take effect from the date of its final passing.

(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell

Draft



TOWNSHIP OF SOUTHWOLD
Report to Council

MEETING DATE: January 25, 2023

PREPARED BY: Josh Mueller, MCIP, Planner

REPORT NO: PLA 2023-05

SUBJECT MATTER: Zoning By-law Amendment Application ZBA 2022-14 – Recommendation Report

Recommendation(s):

THAT Council approve the proposed Zoning By-law Amendment Application ZBA 2022-14, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2023-05.

Purpose:

The proposal is to rezone the property from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone to allow for a single detached residential dwelling on each lot. This proposed zoning bylaw amendment is to address a municipal condition for four Consent Applications E 53-22, E 54-22, E 55-22, and E 56-22.

Consent Applications for E 53-22 (Lot 2) and E 54-22 (Lot 3) were approved by the County of Elgin Land Division Committee on August 24, 2022. The Consent Applications for E 55-22 (Lot 4) and E 56-22 (Lot 5) were deferred as per the applicant’s request in order to conduct a septic assessment, ensuring that the lots were adequately sized to accommodate future residential development. The septic assessment confirmed that the lots could support the proposed residential development. Consent Applications for E55-22 (Lot 4) an E 56-22 (Lot 5) will be heard at the next County of Elgin Land Division Committee meeting.

Background:

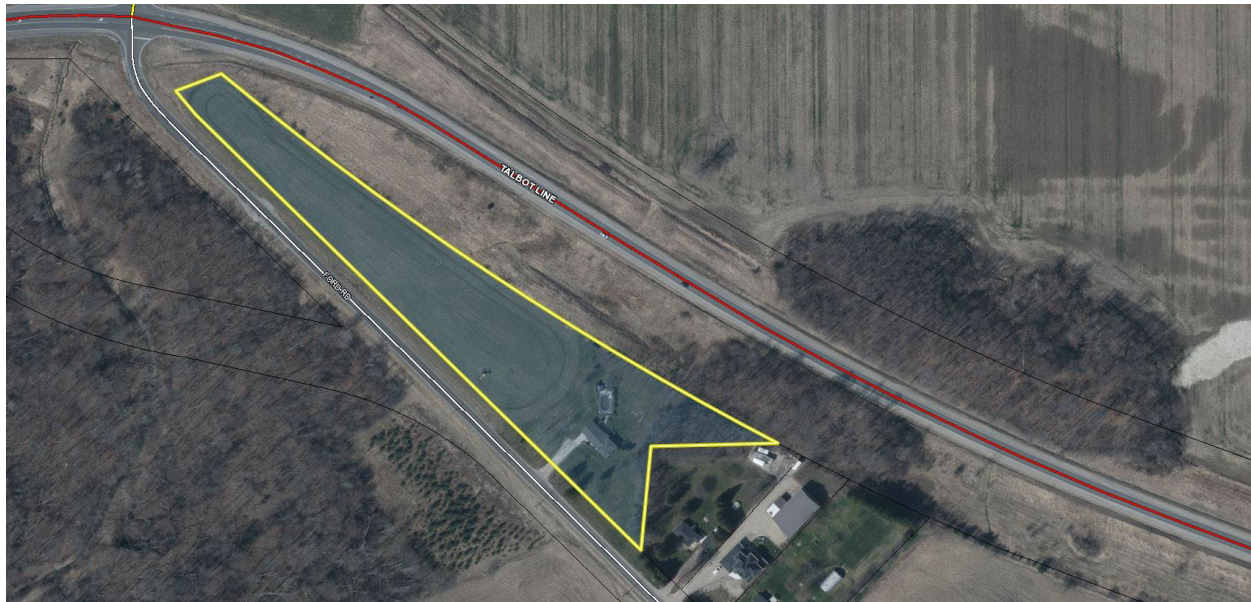
Below is background information, in a summary chart:

Application	ZBA 2022-14
Owners/Applicants	John and Jane Andrews
Agent	Monteith Brown Planning Consultants
Legal Description	CON D PT LOT 2 PT LOT 3 RP;11R311 PT PART 12
Civic Address	10518 Ford Road
Entrance Access	Ford Road
Total Lot Area	2.04 Ha (5.04 Ac)

Total Lot Frontage	376 m (1234 feet)
Water Supply	Municipal Water
Sewage Supply	Private Septic Systems

Figure One below, depicts the subject lands.

Figure 1: Subject Area Map (Not to Scale)



The sketch, depicting the subject lands, is attached to this report as Appendix One for reference purposes.

Planning Policy Review:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS), 2020 and do not conflict with Provincial Plans.

Within the Township of Southwold, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Township of Southwold Official Plan (OP) and make decisions that represent good land use planning.

Provincial Policy Statement

The subject lands are within the Talbotville Settlement Area of the municipality.

Section 1.1.3 outlines policies and procedures for development in Settlement Areas, including: that Settlement Areas shall be the focus of growth and development, land use patterns within Settlement Areas shall be based on densities and a mix of land uses, and appropriate development standards should be promoted which facilitate *intensification*,

redevelopment and compact form, while avoiding or mitigating risks to public health and safety.

Section 1.6 deals with sewage water and stormwater, notably section 1.6.6.2 which states: *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety. Within *settlement areas* with existing *municipal sewage services* and *municipal water services*, *intensification* and *redevelopment* shall be promoted wherever feasible to optimize the use of the services.

Upon review of the letter of opinion produced by Vroom and Leonard states that no adverse effects to natural heritage features would result from the proposed development. The natural heritage feature is located on the retained portion of the lot which is not slated for development or alteration. This application complies with Sections 2.1 and 3.1 of the PPS by protecting the natural heritage features in the long run and directing development outside of natural hazard areas.

This proposed development is contained in the Talbotville Settlement Area and will be serviced by existing municipal water, and private sewage systems, and will have no adverse effect on natural heritage features.

Therefore, this proposed Zoning By-law Amendment is consistent with the Provincial Policy Statement.

County of Elgin Official Plan (CEOP)

The subject lands are designated Tier 2 Settlement Area on Schedule 'A' Land Use. Tier 2 Settlement areas include those areas which generally have a smaller population than Tier 1 Settlement Areas and have limited services (Section B 2.5).

Part B of the CEOP contains Growth Management Policies. Specifically, Section - B1 states: *Settlement areas* shall be the focus of growth and their vitality and regeneration shall be promoted. There are a range of urban and rural *settlement areas* in Elgin County where there is a concentration of *development* and mix of permitted land uses including a variety of housing types, commercial and employment uses, institutional uses, community and recreational facilities, and open space.

Part C1 of the CEOP contains policies pertaining to Settlement Areas in the County. Section C.1.1.1 details objectives for residential areas within Settlement Areas including: encourage the provision of a range of housing types to accommodate persons with diverse social and economic backgrounds, needs and desires while promoting the maintenance and improvement of existing housing; encourage increases in density in new development areas to maximize the use of infrastructure and minimize the

amount of land required for new development; and encourage local municipalities to establish comprehensive design guidelines and policies to foster the establishment of communities that are safe, functional and attractive.

Section E4 Sanitary Sewers and Water encourages development on full municipal services. Development on the lands will be serviced with municipal water service and private septic systems.

The proposed lots are in a tier 2 Settlement Area, will maximize the use of existing land, and will be serviced by municipal water and private septic facilities.

Therefore, this proposed Zoning By-law Amendment does conform to the CEOP.

Township of Southwold Official Plan (OP)

The lands are designated Settlement Area on Schedule '1' of the OP. The lands are also designated Residential on Schedule '4A' of the OP.

Section 3.2.2 of the Township of Southwold Official Plan explains Settlement Area Hierarchy. The Settlement Areas of Talbotville, Shedden, Fingal and North Port Stanley will accommodate the greatest amount of growth and maintain the highest concentration in residential, industrial and commercial development. Talbotville is planned to be the focus of future housing, employment and urban development opportunities given the availability of full municipal services and land in the Settlement Area.

Section 3.2.5.1 encourages intensification within the settlement areas where such new development constitutes minor infilling or rounding of existing development within Settlement Area or Hamlet boundaries. The proposed development would consist of infilling and round out of existing lots for single detached development.

Section 5.2 of the Township of Southwold Official Plans outlines policies for Settlement Area Land Uses. Section 5.2.2 established policies for residential uses within Settlement Areas.

Section 5.2.2.1 Planned Function

Residential areas are intended to allow for a variety of housing options, including a variety of dwelling types, tenure types and arrangements.

Permitted uses in the residential designation include:

- a) Single-detached dwellings;
- b) Semi-detached dwellings;
- c) Townhomes;

d) Low rise apartments and other multiple dwelling forms;

Section 6.2 of the Township of Southwold Official Plan details the policies concerning Sanitary, Water, and Stormwater Management.

Section 6.2.1.1 General Approach: Full municipal water and sanitary services is the preferred method of servicing new development in Settlement Area communities. The Settlement Area of Talbotville is the Township’s only existing fully serviced settlement area for a portion of the settlement area.

The proposed development of single detached residential units is a permitted use in the residential designation, and in the Settlement Area. The proposal would infill and make use of existing available land. The proposed parcels are serviced with municipal water and would have private septic facilities.

Therefore, this proposed Zoning By-law Amendment does conform to the Township of Southwold Official Plan.

Township of Southwold Comprehensive Zoning By-Law 2011-14 (ZBL)

The subject lands are zoned Settlement Reserve (SR) Zone on Map 11 of ZBL #2011-14. There is also a Natural Area and Adjacent Lands Overlay. Lands zoned as Settlement Reserve have been allotted for future development and are intended to be rezoned once development plans have been approved. Existing farm dwellings, and agricultural uses excluding mushroom farms are permitted in the SR Zone.

In order to permit residential development, and to satisfy the condition of the approved Consent Applications mentioned above it is necessary to amend the Zoning Bylaw. The proposed Amendment would rezone the property from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone. The R1 zoning would permit the construction of single detached residential dwelling units. No special provisions are required as the proposed lots meet the requirements (lot area, frontage) for the Residential 1 (R1) Zone.

Section 3.4 details policies concerning Natural Areas and Adjacent Lands. This section states that no new buildings or structures permitted by the applicable zone shall be erected in a Natural Area or Adjacent Land unless an Environmental Impact Assessment demonstrates that Natural Areas or Provincially Significant Wetlands will not be harmed by the development. The applicant undertook an Environmental Assessment that demonstrated that the proposal will have no impact on natural heritage features.

Therefore, it would appear that the proposal would comply with the ZBL, subject to approval of the proposed zoning by-law amendment.

Circulation of the Application:

The application was circulated to the applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on January 3, 2023, prior to the public meeting (minimum 20 days required).

Additional information related to the application is available on the website:

<https://www.southwold.ca/en/business-and-development/current-planning-applications.aspx>

Township Department Comments

Comments received from the Township Departments are summarized below:

- Fire Department - I would request another hydrant on that trunk watermain. Acknowledging the comments on the bottom of Page 2 of the FSSR, there is an existing hydrant on Ford Road closer to McBain Line, that is fed off that watermain. Given the existing hydrant I would hope it would be reasonable to ask for an additional hydrant to be added in the area of these potential new lots, especially if there is already work proposed to tie into this watermain.
- Infrastructure and Development Services – Generally not concerned with storm drainage plan as the municipal drain is near the ditch and lots are tributary to the Auckland Drain E. We won't want them adjusting the grading of the lots to bring them higher than the road or else we'd be more concerned. The assumed building area will need to be reviewed during the drawing review as the area seems undersized.
- Lot 5, the closest lot to intersection of Ford Road and Talbot Line shall have driveway as far as possible from this intersection.

Agency Comments

- City of St. Thomas - We looked at the existing chamber, and it is a 1" tap that becomes a 40mm service, which probably isn't good enough to feed the existing and proposed properties. We are looking at what options are available, including a new 100mm service in that chamber or elsewhere.

Financial Implications:

None. Application fees were collected in accordance with the Township's Tariff of Fees By-law, as amended time to time.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

- Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.
- Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township’s infrastructure in the promotion of public safety
- Exercising good financial stewardship in the management of Township expenditures and revenues.
- Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

Summary/Conclusion:

Therefore, it is Planning Staff’s opinion that the proposed Zoning By-law Amendment is consistent with the PPS, conforms to the CEOP and conforms to the OP; and recommends that the request for the Zoning By-law Amendment be approved, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public meeting.

Once a Council decision is made, Notice will be sent to those who have requested a copy and/or attended the public meeting. There will be a 20 day appeal period after the Notice is sent out. Any appeals received by the Township of Southwold will be forwarded to the Ontario Land Tribunal (OLT) for a hearing in accordance with the *Planning Act*.

**Respectfully submitted by:
Josh Mueller, MCIP, Planner
“Submitted Electronically”**

**Approved by:
Jeff Carswell, CAO/Clerk
“Approved Electronically”**

1. Appendix One: ZBA 2022-14 Sketch
2. Appendix Two: ZBA 2022-14 Draft Zoning By-law Amendment



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-09

Being a By-law to Amend By-law No. 2011-14

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
HEREBY ENACTS AS FOLLOWS:**

1. By-Law No. 2011-14, as amended, is further amended by amending Schedule 'A', Map 11, to change the zone symbols applying to lands legally described as CON D PT LOT 2 PT LOT 3 RP;11R311 PT PART 12 as shown on Schedule "A", attached hereto and forming part of this By-law, from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone

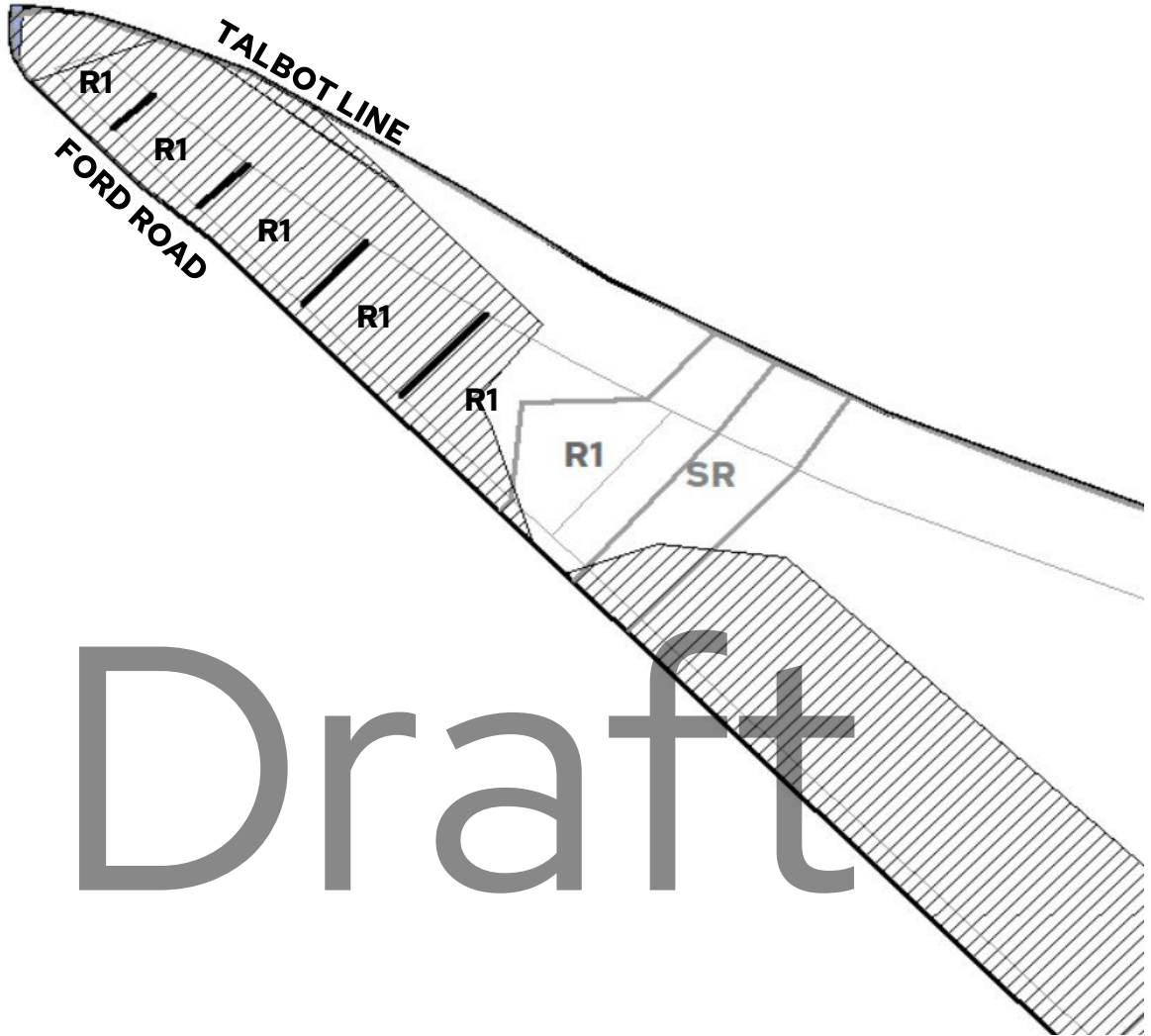
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(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

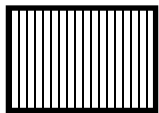
**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY, 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



Draft



NATURAL AREAS AND ADJACENT LANDS

This is Schedule "A" to Bylaw No. 2023-09 passed on the 25th day of January 2023.

MAYOR **C.A.O /CLERK**

**TOWNSHIP OF SOUTHWOLD
 COMPREHENSIVE ZONING BY-LAW 2011-14
 SCHEDULE "A" MAP 11**





COUNCIL HIGHLIGHTS

TUESDAY,
JANUARY 10, 2023

& THURSDAY,
JANUARY 12, 2023



COUNTY COUNCIL APPOINTS 2022-2026 LAND DIVISION COMMITTEE

At their special meeting on January 12, 2023, Elgin County Council appointed seven (7) members representing each of Elgin's constituent municipalities to the Elgin County Land Division Committee for the 2022-2026 term. The new members are as follows:

- John Seldon, Municipality of Bayham
- Dave Jenkins, Township of Malahide
- Bill Ungar, Town of Aylmer
- Tom Marks, Municipality of Central Elgin
- John Andrews, Township of Southwold
- John R. "Ian" Fleck, Municipality of Dutton Dunwich
- Dugald Aldred, Municipality of West Elgin

Please visit <https://www.elgincounty.ca/land-division/> for more information, including upcoming meeting dates.

In this Issue:

County Council Appoints
2022-2026 Land Division
Committee

Council Committee
Appointments

Homes Policy Updates

Engineering & Planning
Updates

Council Gets First Look at
2023 Budget



COUNCIL COMMITTEE APPOINTMENTS

Each year, the Warden recommends and County Council approves members of County Council to sit on various boards and committees. Committees of Council include, but are not limited to: The Terrace Lodge Redevelopment Steering Committee, which oversees the redevelopment project; the Terrace Lodge Fundraising Committee, which raises funds for value-added enhancements to Terrace Lodge; the Council Budget Committee; the Rural Initiatives and Planning Advisory Committee; and the Elgin County Museum Advisory Committee. Additionally, Council appoints members to sit on various outside boards and committees, including, but not limited to, the Elgin Clean Water Advisory Committee; the SWIFT Network; the South Central Regional Economic Development Committee; the Health Recruitment Partnership; and Southwestern Public Health Board of Health.

HOMES POLICY UPDATES

Council approved updates to the Long-Term Care Homes Administration and Infection, Prevention and Control policy manual, as well as the policy manuals for Maintenance and Program and Therapy, Section 6. All Elgin County Homes and Seniors Services policy and procedure manuals are reviewed regularly to ensure alignment and compliance with current Ministry of Long-Term Care legislation. The Ministry provides direction regarding policy requirements and implementation of legislative changes, and Elgin County Homes and Seniors Services management staff prioritize this work on a regular basis. The Long-Term Care Homes policy manuals can be viewed here: <https://www.elgincounty.ca/homes-seniors-services/employee-portal/>.

COUNCIL APPROVES THE OFFICIAL PLAN OF THE MUNICIPALITY OF CENTRAL ELGIN

At its meeting on January 10, 2023, Elgin County Council approved the modified Official Plan for the Municipality of Central Elgin. On August 25, 2022, the Council of the Municipality of Central Elgin adopted a new official plan for the municipality to replace the existing plan that has been in effect for approximately ten (10) years. The new official plan was developed in accordance with the Planning Act, the Provincial Policy Statement, and the Elgin County Official Plan. It contains goals, objectives and policies that are established primarily to manage and direct physical change and the effects on the social, economic, built and natural environment of the Municipality, including policies and measures to ensure adequate provision of affordable housing, the protection of agricultural resources, and a description of the measures and procedures for informing and obtaining the views of the public in respect of various Planning Act processes.

The updated and approved Official Plan for the Municipality of Central Elgin can be viewed within the January 10, 2023, [County Council agenda package](#).



COUNCIL AWARDS TENDER FOR CENTENNIAL ROAD/ELM LINE ROUNDABOUT CONSTRUCTION TO L82 CONSTRUCTION LTD.

At its meeting on January 10, 2023, Elgin County Council selected L82 Construction Ltd. for the Centennial Road/Elm Line Roundabout Construction Project at a total price of \$1,784,314.94, exclusive of HST.

The installation of a roundabout at this location will improve the operation, safety and capacity of the existing intersection. Work on this project is expected to begin on April 3, 2023, with completion anticipated by June 30, 2023.



WONDERLAND ROAD, RON MCNEIL LINE, FORD ROAD AND HIGHWAY 3 ENVIRONMENTAL ASSESSMENT AND PRELIMINARY DESIGN STUDY DRAFT PROJECT FILE

In April 2020, the County of Elgin engaged GHD Limited to undertake an Environmental Assessment Study and Preliminary Design in order to assess multiple intersection alternatives that would address the long-term transportation needs in the vicinity of Highway 3 and Ron McNeil Line in order to provide an improved connection to Wonderland Road. County Council reviewed four possible design concepts that were detailed in the report prepared by GHD Limited. Of the four alternatives, GHD recommends the installation of a roundabout as the preferred alternative. County Council endorsed the draft Environmental Assessment Project File for finalization. The document will be placed on the public record for a 30-day review period at the County offices and on the County website following the pending advertisement publication of the Notice of Study Completion in various newspaper publications.

COUNCIL GETS FIRST LOOK AT 2023 BUDGET

Council received its first 2023 budget presentation and provided next steps to staff. The entire budget presentation can be viewed within the January 10, 2023, County Council agenda package. Additionally, members of the public can also view Council's budget deliberations and progress on the County's Engage Elgin website. Members of the public will have the opportunity to provide comments on the proposed 2023 budget in the coming weeks. Please visit <https://engageelgin.ca/investinginelgin> to stay up to date on the 2023 budget process.

For the complete January 10, 2023, County Council Agenda Package, please visit the [Elgin County website](#).

By completing this form, you are requesting the waiver of rental fees for the Southwold Keystone Complex, Shedden Open Space Park, Fingal Heritage Park, Fingal Ball Park, new Talbotville Park, or Talbotville Optimist Park.

Deadline for events being held in 2023 is November 15th, 2022.

The booking process will remain the same. All existing rental documentation will need to be completed and submitted, which includes a rental agreement, and signed facilities agreement.

A certificate of insurance must be provided.

Organization's Name: *

Ontario Provincial Police

Representative's Name: *

Cst Michelle Smith

Is there a secondary contact person for your organization? *

No

Yes

Contact Number: *

Email Address: *

**Not for Profit # or Charitable Organization
Registration #:**

Date(s) of requested fee waiver: *

25/03/2023 1300-1500 hrs

Activity or Event Description

How will your activity or event enhance community services and recreation in the Township of Southwold? *

This is for a Uniform Recruitment Information session for local residents.

Please describe the projected social, cultural, economic and environmental impact that the activity or event will have on the Township and its residents. *

This event is open to the public (through registration), that will provide career opportunities within the OPP (Civilian, Constable, and Auxiliary)

What will the impact on the activity or event be if the fee is not waived? *

nil

Are you seeking funding from any other sources (fundraising, grants, sponsorships, etc.)? *

no

What features will you have in place to ensure that your event is accessible to all residents (residents with disabilities)? *

open sitting

Please select the facility that you are requesting a fee waiver for: *

- Shedden Open Space Park
- Fingal Heritage Park
- Fingal Ball Park
- Talbotville Optimist Park
- Southwold Keystone Complex

On behalf of, and with the authority of, the above-mentioned organization, we certify that the information given in this application for waiving of facilities fees is true, correct and complete in every aspect. *

- Agree
- Disagree

Date: *

1/11/2023



By completing this form, you are requesting the waiver of rental fees for the Southwold Keystone Complex, Shedden Open Space Park, Fingal Heritage Park, Fingal Ball Park, new Talbotville Park, or Talbotville Optimist Park.

Deadline for events being held in 2023 is November 15th, 2022.

The booking process will remain the same. All existing rental documentation will need to be completed and submitted, which includes a rental agreement, and signed facilities agreement.

A certificate of insurance must be provided.

Organization's Name: *

Golden Acres Chapter #305

Representative's Name: *

Pat Larson

Is there a secondary contact person for your organization? *

No

Yes

Secondary person's name (first and last)

Becky Leighfield, Worthy Matrin

Secondary person's contact number:

Secondary person's email address:

Contact Number: *

Email Address: *

Not for Profit # or Charitable Organization Registration #:

none

Date(s) of requested fee waiver: *

Jan 10,2021
Feb 14, 2023
March 14,2023
April 11,2023
May 9, 2023
June 13, 2023
September 11, 2023
October 9, 2023
November 13, 2023
December 12, 2023

Activity or Event Description

How will your activity or event enhance community services and recreation in the Township of Southwold? *

Meeting to plan fundraising etc.

Please describe the projected social, cultural, economic and environmental impact that the activity or event will have on the Township and its residents. *

We are active in the community, donating to local organization eg. Library, Rosy Rhubarb, Southwold Fire Department. We had a fundraising Taco Salad booth at Rosy Rhubarb. We have helped student ministers locally and families devistated by fire etc

What will the impact on the activity or event be if the fee is not waived? *

The more we have to pay for rent, the less we will have to donate, We are donating to Southwold again this year

Are you seeking funding from any other sources (fundraising, grants, sponsorships, etc.)? *

No

What features will you have in place to ensure that your event is accessible to all residents (residents with disabilities)? *

Your facility has all the features for people with disabilities , If necessary we will assist our members and friends,

Please select the facility that you are requesting a fee waiver for: *

- Shedden Open Space Park
- Fingal Heritage Park
- Fingal Ball Park
- Talbotville Optimist Park
- Southwold Keystone Complex

On behalf of, and with the authority of, the above-mentioned organization, we certify that the information given in this application for waiving of facilities fees is true, correct and complete in every aspect. *

- Agree
- Disagree

Date: *

1/19/2023 

Thank you for your application.

You will receive confirmation of your submission by email within 5 business days of receipt.

The Township of Sotuhwold may waive fees to eligible applicants to help offset the fee(s) that would be charge by the Township related to the delivery or presentation of festivals or events which offers an inclusive experience to a wide range of participants.

An approval of waived fees by Council does not guarantee the availability of a reservation.

Applicants are still required to apply and sign for a park/facility rental agreement, and supply the necessary supporting documentation, such as proof of liability insurance, special occasion permit, special event permit, and/or COVID forms.

Council reserves the right to limit the total amount of fees waived annually.

Ineligibility

Some activities are beyond the scope of this program regardless of their merit. Fees will not be waived for:

- Festivals or events that are similar to those already being provided by the Township
- Festivals or events already funded through other programs or agreements within the Township
- Damage deposits will not be refunded
- Non-Township fees or expenses



The Municipality of West Elgin

22413 Hoskins Line, Rodney Ontario N0L 2C0

January 12, 2023

Municipality of Dutton Dunwich and
Township of Southwold

At the Regular Meeting of Council on January 12, 2023 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2023- 10

Moved: Councillor Tellier

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re:
Appointment to Elgin Group Police Services Board; and

That West Elgin Council hereby appoints Ida McCallum as the representative to the Elgin
Group Police Services Board as the Community Representative from Western Elgin.

Carried

The Municipality of West Elgin requests that the Municipality of Dutton Dunwich and the
Township of Southwold Council's similarly endorse this appointment for the Community
Representative from Western Elgin.

Please advise myself of Council's Resolution.

Jana Nethercott
Clerk

ST. THOMAS & DISTRICT
Chamber
OF COMMERCE

LUNCH *with the* MAYORS



City of St. Thomas
Mayor Joe Preston



Township of Southwold
Mayor Grant Jones



Municipality of Central Elgin
Mayor Andrew Sloan

Join us for a Municipal Lunch featuring our three local Mayors. After a delicious lunch, each Mayor will offer remarks on plans and activities for the year ahead.

An open question-and-answer session will follow.

Email your questions ahead of time to mail@stthomaschamber.ca

Wednesday, March 8, 2023 - 11:30 am - 1:30 pm

Doors open @ 11:15 am

St. Anne's Centre, 20 Morrison Drive

Tickets \$45/ea. +hst — **Member Price \$35/ea. +hst**

To order, call 519-631-1981 x526 or order online at www.stthomaschamber.on.ca

GENEROUSLY SPONSORED BY:





January 17, 2023

Mayor Jones and Members of Council
Township of Southwold
35663 Fingal Line
Fingal, ON N0L 1K0

Subject: Recruitment of Members for the Terrace Lodge Redevelopment Fundraising Committee

Dear Mayor Jones and Members of Council,

As you are aware, Terrace Lodge Long-Term Care Home in the Township of Malahide is currently underway, and making great progress. As part of the redevelopment process, the Terrace Lodge Redevelopment Fundraising Committee is raising funds to provide value added supports for the residents of Terrace Lodge through the Comforts of Home Campaign. Through our campaigning efforts and the generosity of our donors, the Committee has already been able to purchase various items including outdoor benches, two outdoor gazebos, televisions, memory care kits, electric fireplaces and furniture for the lounge, along with entertainment subscriptions (i.e. Netflix, Amazon Prime, etc.).

I am extremely proud to share that we have raised 49% of our campaign goal of \$675,000. The campaign has received \$329,000 in total donations, with \$114,600 raised in 2022 alone. None of this would have been possible without the support of our dedicated Committee members. The Committee worked tirelessly in 2022 to promote and raise funds for the campaign. Efforts included participating in new initiatives and events such as the Warden's Fundraising Gala as well as attending many local fairs across Elgin County.

With a new term just beginning, and with the Fundraising Committee having been officially reinstated by County Council resolution, it is time to appoint or reappoint members from your municipality to ensure momentum can be maintained and the goals achieved. We must work together to provide the Comforts of Home to our Terrace Lodge residents.

At this time, I therefore respectfully request that the Council of the Township of Southwold appoint, by resolution, one (1) member, either an Elected Official or a member of the public, to serve on the Terrace Lodge Redevelopment Fundraising Committee for a four-year term. Attached are the Committee Terms of Reference approved by Elgin County Council that outlines the goals and responsibilities of the Committee. This is a great opportunity to make a difference in the lives of our seniors' community.

If you have any questions, please do not hesitate to contact me.

Yours truly,

Councillor Dominique Giguère
Terrace Lodge Redevelopment Fundraising Committee

A request to appoint a member was brought to Council in 2022. We reached out to some community members but we did not appoint anyone to this committee.

County of Elgin
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-1460
www.elgin-county.on.ca

Schedule A-2 – Standing Committee – Terrace Lodge Redevelopment Committee

TERRACE LODGE REDEVELOPMENT - FUNDRAISING COMMITTEE

TERMS OF REFERENCE

The following Terms of Reference describe the scope of the committee's responsibilities, the limits of authority, the results it is expected to achieve and the reporting required.

PURPOSE

The Terrace Lodge Redevelopment Fundraising Committee (herein referred to as "Fundraising Committee") is a sub-committee of the Terrace Lodge Redevelopment Project Steering Committee (herein referred to as "Steering Committee"). Working in collaboration with the Steering Committee, the purpose of the Fundraising Committee is to plan, coordinate, implement and evaluate fund development activities in support of the operational and "value added" revenue generation in support of Terrace Lodge Redevelopment Project. The Fundraising Committee shall not support the capital costs associated with the Terrace Lodge Redevelopment Project.

REPORTING/ACCOUNTABILITY

The Fund Development Committee is a Sub-Committee of the Terrace Lodge Redevelopment Project Steering Committee. The Fund Development Committee will provide reports to the Steering Committee through the distribution of the committee's minutes.

MEMBERSHIP

The Fundraising Committee membership includes elected officials representing the East Elgin municipalities and representatives of local service groups, local businesses and community members.

Representatives of the Councils or a member of the public of Elgin's seven (7) Local Municipalities including:

- One (1) Member of Municipality of Central Elgin;
- One (1) Member of Municipality of Bayham;
- One (1) Member of Township of Malahide;
- One (1) Member of Town of Aylmer;
- One (1) Member of Municipality of Dutton Dunwich
- One (1) Member of Municipality of West Elgin; and,
- One (1) Member of Township of Southwold

- One (1) Elgin County Councillor
- One (1) Member of the Terrace Lodge Auxiliary;
- A minimum of four (4) and a maximum of ten (10) members from local service groups, local businesses, and the community that represent the catchment area;
- Long-Term Care Staff including Director of Homes and Seniors Services, Terrace Lodge Administrator, and Manager of Program and Therapies

TERMS

Members from municipal council are appointed for the duration of their term on local Council.

Community Members are appointed for a four (4) year term and shall be eligible for re-appointment.

SECRETARY

An employee of the County shall be the Secretary of the Committee and shall act as a resource person in a non-voting capacity.

SCOPE OF RESPONSIBILITIES

To assist the Terrace Lodge Redevelopment Project Steering Committee to meet its project targets, including working with staff and volunteers to recommend goals and objectives of the fundraising initiatives:

Recommend and draft a Fundraising Plan and Fundraising Target that supports and encourages community engagement with Terrace Lodge Redevelopment Project both the short and long-term, for approval by the Terrace Lodge Redevelopment Steering Committee;

Support the staff and volunteers to identify, research, solicit, foster and steward major prospect and donors so as to build a pipeline of project specific support;

Assist with the development and cultivation of mutually supportive fundraising partnerships with local community groups and organizations;

Monitor and evaluate progress in meeting fundraising targets and return on investment;

Oversee the formation/review of policies and procedures associated with fundraising activities so that they are conducted in accordance with County of Elgin Policies;

Create and recommend fundraising policies that ensure that fundraising best practices are maintained and that committee's program is donor-centric;

Promote and support fundraising events/activities by attending, volunteering and/or giving monetary/in-kind assistance to the level that committee members are able;

Review and recommend levels of sponsorship recognition and evaluate methods of donor recognition and stewardship opportunities so that all donations of time and money are recognized appropriately.

MEETINGS

Meetings will be held as necessary or an estimated 6 times per year.

ADMINISTRATION OF FUNDS

Elgin County will administer funds and will issue tax receipts.

VOTING/QUORUM

The Fundraising Committee shall endeavour to operate by consensus. In case of disagreement, Committee members shall cast votes. Decision-making is limited to providing advice and recommendations.

A quorum will be five (5) Members at the meeting who are entitled to vote.

Members of the Fundraising Committee will attempt to advise County staff at least two days in advance if unable to attend a meeting of the Committee. If quorum cannot be met, the meeting may be cancelled and rescheduled.

REVIEW

An evaluation of the Fund Development Committee will be conducted from time-to-time as the Terrace Lodge Redevelopment Project Steering Committee deems necessary.

Draft approved by County Council: January 10, 2023



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-08

Being a By-law to Amend By-law No. 2011-14

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD HEREBY ENACTS AS FOLLOWS:

1. By-Law No. 2011-14, as amended, is further amended by amending Schedule 'A', Map 2, to change the zone symbols applying to lands legally described as CON 3 LOT 9 as shown on Schedule "A", attached hereto and forming part of this By-law, from Agricultural 1 (A1) Zone to Agricultural 1 Special Provision 69 (A1-69) Zone and Agricultural 3 (A3) Zone.
2. Subsection 5.4 Special Provisions of the By-law is amended by adding the following new Clause as 5.4 (br):

"(br) A1-69 As shown on Schedule A, Map 2

 - (i) Regulation
 - Maximum Lot Area 1.36 ha (3.36 ac.)
 - Minimum Lot Frontage 21.8 m (71.59 ft.)
 - Minimum Rear Yard Setback 5.6 m (18.37 ft.)
3. (a) If no notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, this By-law shall thereupon come into force and shall take effect from the date of its final passing.

(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-09

Being a By-law to Amend By-law No. 2011-14

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
HEREBY ENACTS AS FOLLOWS:**

1. By-Law No. 2011-14, as amended, is further amended by amending Schedule 'A', Map 11, to change the zone symbols applying to lands legally described as CON D PT LOT 2 PT LOT 3 RP;11R311 PT PART 12 as shown on Schedule "A", attached hereto and forming part of this By-law, from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone

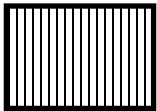
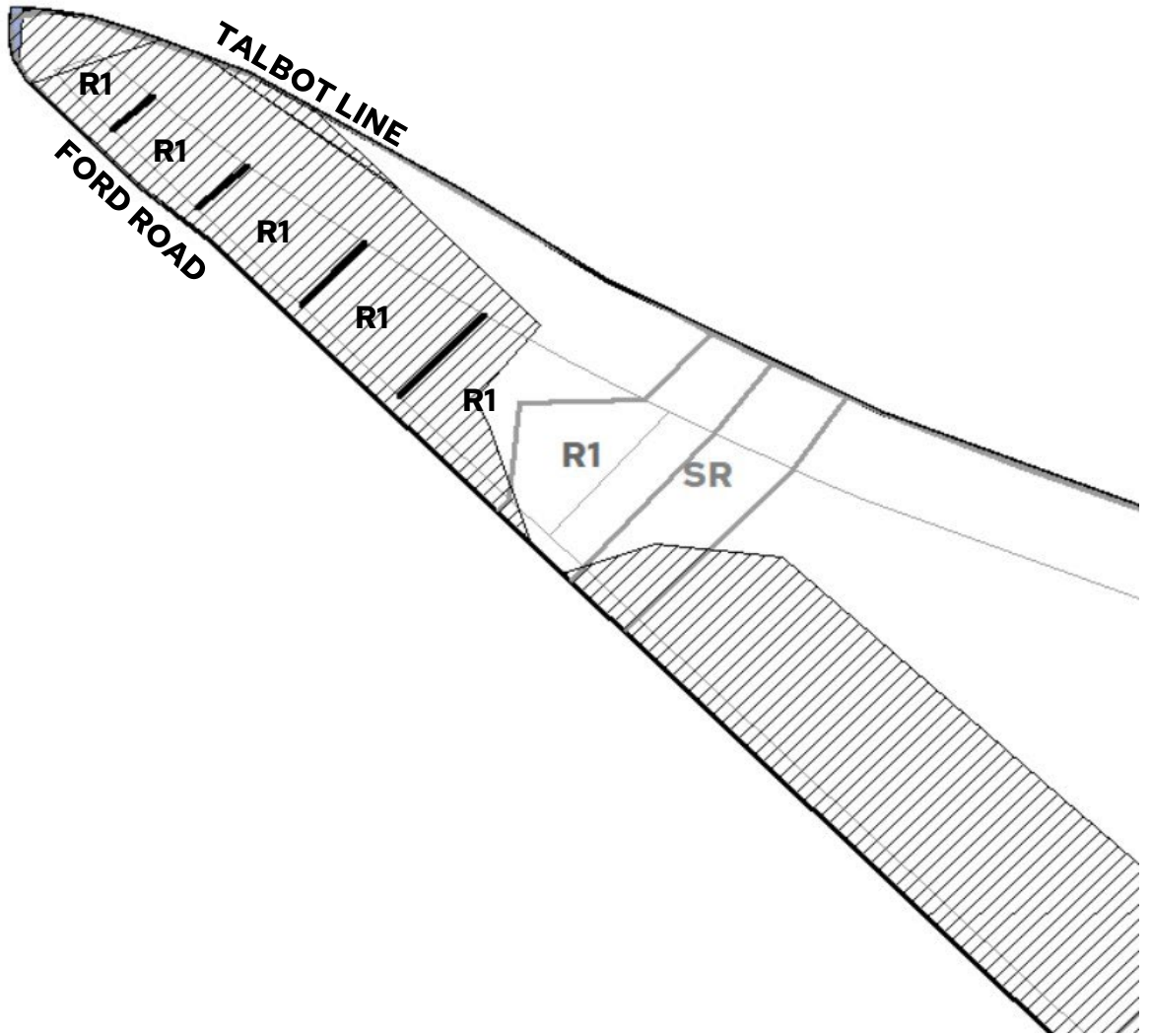
2. (a) If no notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, this By-law shall thereupon come into force and shall take effect from the date of its final passing.

(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY, 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



NATURAL AREAS AND ADJACENT LANDS

This is Schedule "A" to Bylaw No. 2023-09 passed on the 25th day of January 2023.

MAYOR

C.A.O /CLERK

**TOWNSHIP OF SOUTHWOLD
COMPREHENSIVE ZONING BY-LAW 2011-14
SCHEDULE "A" MAP 11**





The Hunter/Lake Road Cemetery By-law was passed in March 2022. BAO has notified us we had some deficiencies in the by-law and this is the corrections we have made.

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-10

Being a By-law to amend By-law 2022-22, being a By-Law Regarding the Maintenance, Administration and Management of Hunter/Lake Road Cemetery in accordance with the Cemeteries Act, R.S.O. 1990, c.c. 4 (as amended) and the Ontario's Funeral, Burial and Cremation Services Act, 2002.

WHEREAS Section 8 of the Municipal Act, S.O. 2001, c. 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that Sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues;

AND WHEREAS the Council is directed by the Cemeteries Act R.S.O. 1990, c.c. 4, as amended and the Ontario's Funeral, Burial and Cremation Services Act, 2002;

AND WHEREAS these by-laws are the rules and regulations that govern the Hunter/Lake Road Cemetery and have been approved by the Registrar, Funeral, Burial and Cremation Services Act, 2002 (FBCSA), Bereavement Authority of Ontario (BAO);

AND WHEREAS it is deemed necessary and appropriate to amend By-law No. 2022-22.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD ENACTS AS FOLLOWS:

1. That By-law No. 2022-22 be amended by deleting the following item under Section 3, Resale and Transfer of Interment Rights:

The cemetery operator permits the interment or scattering rights holder to sell or transfer their interment rights or scattering rights to a third party, at no more than the current price listed on the cemetery price list, so long as the sale or transfer is conducted through the cemetery operator and the

interment rights holder and purchaser meet the qualifications and requirements as outlined in the cemetery operator's by-laws.

2. That By-law No. 2022-22 is further amended by deleting the following sentence under Section 4, Cancellation or Resale of Interment Rights:

An interment rights holder wishing to resell their interment rights may advise the cemetery operator of their intention prior to seeking a third-party buyer for their interment rights.

3. That is by-law shall come into force and effect on the date of passage thereof.

READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND FINALLY PASSED THIS 25TH DAY OF JANUARY, 2023.

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-11

Being a By-law to Amend By-law No. 2011-14

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
HEREBY ENACTS AS FOLLOWS:**

1. By-Law No. 2011-14, as amended, is further amended by amending various sections of the bylaw to correct minor spelling, grammar, and informational errors as shown on Schedule "A", attached hereto and forming part of this By-law,
2. (a) If no notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, this By-law shall thereupon come into force and shall take effect from the date of its final passing.

(b) If notice of appeal to this By-law is filed with the Clerk of the Corporation of the Township of Southwold within the time prescribed by the regulations, the By-law does not come into force until approved by the Ontario Land Tribunal, or as otherwise provided by the Planning Act R.S.O., 1990.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND
FINALLY PASSED THIS 25TH DAY OF JANUARY, 2023.**

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell

Schedule 'A' Housekeeping Bylaw

THAT Section 2.0 Definitions is amended by:

Item "ac" means acre, is amended to read "AC" means acre.

Item "ANIMAL CLINIC", is amended to read "ANIMAL CLINIC" means a building or part thereof, designed, used or intended for use by a veterinarian and his assistants for the purpose of providing for the care and treatment of pets raised or housed for recreational or hobby purposes, without overnight accommodation but does not include livestock

Item "ALTERNATIVE ENERGY SYSTEM", is amended to read "ALTERNATIVE ENERGY SYSTEM" means sources of energy or energy conversion process that significantly reduces the amount of harmful emissions to the environment when compared to conventional systems.

Item "CAMPGROUND", is amended to read "CAMPGROUND" means a use, consisting of at least 5 camping sites, and comprising land used for seasonal recreational activity such as camping tents or parking of park model trailers, travel trailers, truck campers, but not mobile homes

Item "GARDEN SUITE" is hereby deleted in its entirety.

Item "TAVERN", is amended to read "TAVERN" means an establishment operating under the Liquor License Act R.S.O. 1990, c.L.19, where alcoholic beverages are sold to be consumed on the premises.

THAT Section 3.1 Accessory Uses is amended by:

Section 3.1 is amended to read 3.1 Accessory Uses b) One (1) accessory building or structure, not exceeding 15.0 m² (161.5 ft.²) in floor area, may be excluded from the calculation of total lot coverage.

THAT Section 3.19 Loss by Natural Causes is amended by:

Item 3.19 is amended to read Notwithstanding any other provisions of this By-law, save and except for Sections 3.11 Hazard Lands and 3.26 Minimum Distance from Municipal Drains and Natural Watercourses, where a building or structure is destroyed or partially destroyed by fire or other natural causes, replacement of the said building or structure to the same basic dimensions and on the same basic site shall be permitted, provided a building permit is issued within

three (3) years from the date of destruction. Construction of buildings and structures which are subject to Sections 3.11 and 3.26 require approval from the Conservation Authority.

THAT Section 3.35 Occupancy of Partially Completed Dwellings is amended by:

Item 3.35 is amended to read, No new building shall be occupied prior to meeting the Ontario Building Code requirements.

THAT Section 3.38 Parking and Loading Space is amended by:

Item 3.38(g) is amended to read, (g) Yard Where Permitted- Except as otherwise provided herein, uncovered surface parking areas and driveways shall be permitted in any part of any yard, provided that any part of a parking area located within a required yard shall be separated from any side yard lot lines not less than 1.0 m (3.3 ft.) in width. In any Residential Zone, parking spaces may be provided in a garage, carport, or in a driveway and may be located in a side or rear yard provided that the parking area shall not exceed fifteen percent (15%) of the total lot area.

Item 3.38 (h) (i) is amended to read, Access to Parking Areas and Space -access to parking areas shall be provided from an improved street by means of one or more unobstructed driveways not exceeding 60% of lot frontage to a maximum of 8.0 m (26 ft.) in width for a driveway for a residential use, and 12.0 m (39 ft.) in width for any other driveway, measured parallel to the said street, at any point on the lot closer to the said street than the yard required therefrom, provided that no lot shall have more than two driveways for the first 30.0 m (98 ft.) of street line thereof plus one driveway for each additional 30.0 m (98 ft.) of street line.

THAT Section 3.47 Yard Encroachments and Obstructions is amended by:

Item 3.47 (vii) is amended to read, central air conditioning or heat pump units, shall not be located within a front yard, and a minimum of 1.2 m (4 ft.) from exterior side yard or rear lot line and a minimum of 0.3m (1ft) from an interior side.

Item 3.47 (viii) is amended to read, water circulating or treatment equipment, including but not necessarily limited to pumps or filters related to a swimming pool, provided such equipment is located a minimum of 1.5 m (4.9 ft) from an interior side or rear lot line, unless located in an accessory building.

THAT Section 5.2 Agricultural 1 (A1) Zone Regulations is amended by:

Item 5.2 (g) (v) is amended to read, Exterior Yard – 1.2 m (4.0 ft)

THAT Section 7.3.1 Agricultural (A3) Zone – Existing Agricultural Lots Under Minimum Lot Frontage is amended by:

Item 7.3.1 is amended to read, where an existing lot has a lesser lot frontage than required under this By-law and is developed for an agricultural use, with or without existing agricultural buildings and accessory structures, additional agricultural buildings and structures may be erected, or existing agricultural structures may be altered providing all other requirements of this By-law are complied with. The lot will be deemed to conform to the By-law with respect to minimum lot frontage provisions

THAT Section 7.4 Special Provisions is amended by:

Item 7.4 (a) (i) is amended to read, Regulation - Section 3.4 Environmental Protection, Natural Areas and Adjacent Lands shall not apply

Item 7.4 (b) is deleted in its entirety.

Item 7.4 is amended to read, 10.4 Special Provisions of the By-Law is amended by adding the following new Clause as 710.4 (d): R3-4 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 240.0m² Regulation Maximum Lot Coverage 41.00 %

Item 7.4 is amended to read, 10.4 Special Provisions of the By-Law is amended by adding the following new Clause as 710.4 (e): R3-5 As shown on Schedule A, Map 12 Regulation Minimum Lot Area 247.0m² Regulation Maximum Lot Coverage 41.00 %

January 12, 2023

Planning Departments of the:

Municipality of Lakeshore
Municipality of Leamington
Municipality of Chatham-Kent
Municipality of West Elgin
Municipality of Dutton Dunwich
Township of Southwold
Municipality of Middlesex Centre
Municipality of Strathroy-Caradoc
Municipality of Southwest Middlesex
City of London

Re: **Legislative and regulation changes affecting Conservation Authorities, effective January 1, 2023: Royal Assent of Bill 23, More Homes, Built Faster Act (2022) and O. Reg. 596/22**

Further to the Royal Assent of Bill 23, the province has recently released a new Minister's regulation on Prescribed Acts as well as Minister's Direction on Fees. CA staff wanted to provide you with an important update on the Province's implementation of Bill 23 as they are moving forward with a few aspects effective January 1.

Municipalities are still required to circulate planning applications to conservation authorities so we can review and comment on natural hazard and source water protection matters per O. Reg. 686/21 and the Provincial Policy Statement. The scope of our reviews will also continue to include aspects of wetlands and stormwater management as they relate to natural hazard management (hydric and unstable soils) and source water protection. Please ensure planning applications continue to be circulated to conservation authorities.

The Lower Thames Valley Conservation Authority would like to share the following information and clarification regarding its programs and services and our fee schedules.

PLAN REVIEW SERVICES

Conservation Authorities continue to provide plan review and commenting under the Mandatory Programs and Services Regulation (O.R. 686/21) which includes natural hazards and source water protection. Recent changes to our non-mandatory review and commenting services for development applications as per the Prescribed Acts Regulation (O. Reg. 596/22) does not affect Conservation Authorities' provision of mandatory programs or services (Category 1) related to those prescribed Acts. Municipalities should continue with their regular circulation process to the Lower Thames Valley Conservation Authority.

The Prescribed Acts Regulation restricts CAs from providing services related to **reviewing** and **commenting** on a proposal, application, or other matter made under a number of Acts, which are as follows:

- The Aggregate Resources Act
- The Condominium Act, 1998
- The Drainage Act
- The Endangered Species Act, 2007
- The Environmental Assessment Act
- The Environmental Protection Act
- The Niagara Escarpment Planning and Development Act
- The Ontario Heritage Act
- The Ontario Water Resources Act
- The Planning Act

The Lower Thames Valley Conservation Authority is committed to working with you to clarify planning responsibilities moving forward. Further to this commitment, we will reach out to you in the near future to set up a meeting regarding next steps. In the meantime, we continue to review all planning applications that were previously submitted in a timely manner to support your ability to meet the legislated deadlines under the Planning Act. LTVCA staff are committed to work with you to ensure that you have the information that you need to make informed and timely decisions.

PERMITS

The Lower Thames Valley Conservation Authority will continue to provide its regular permitting services including addressing new provisions concerning Minister’s Zoning Orders and Community Infrastructure and Housing Accelerator Orders (Conservation Authorities Act, s. 28.0.1) as amended through Bill 23. All other Section 28 regulations remain unaffected for permitting for works within Hazard lands. We will continue to collaborate with you on efficient delivery of such permits as they arise.

Please note that the provision allowing the Minister to issue regulations to exempt certain development projects with Planning Act approval in certain municipalities from conservation authority permits is not currently in effect.

UPDATED FEE SCHEDULE

The updated fee policy and associated fee schedules (see link below) for planning and permitting for 2023 meets the requirements of the Minister’s List of classes of programs and services in respect of which conservation authorities may charge a fee. The Ministerial Order received from the Ministry of Natural Resources and Forestry on December 28, 2022, has issued a direction to freeze the LTVCA’s fees for planning and permitting for the year of 2023 so no additional changes will be made to our fee schedule for planning and permitting during this time. The 2023 LTVCA Fee Policy and associated Schedules were approved by the LTVCA's Board of Directors on December 15, 2022, and are now in effect.

LTVCA Fee Policy & Schedules: https://www.lowerthames-conservation.on.ca/wp-content/uploads/2022/12/Fee-Policy-Schedules_FINAL-Dec-15-2022.pdf

LTVCA Planning Fee Schedule: https://www.lowerthames-conservation.on.ca/wp-content/uploads/2023/01/Schedule-1_Planning-Fees-BoD-approved_Dec-15-2022.pdf

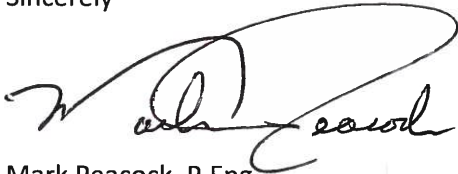
OTHER SERVICES PROVIDED THROUGH MOUS/AGREEMENTS

The recent legislative changes do not affect other services provided to municipalities. The Lower Thames Valley Conservation Authority will continue work on formalizing these arrangements through a Memoranda of Understanding and agreements where they are not already present.

We appreciate that these are uncertain and somewhat complicated times, so please feel free to contact the LTVCA if you have any questions. We will also ensure that we continue open communication with all our municipalities to continue to share information, address any concerns and work closely with you and your staff on implementing changes and finding solutions.

We look forward to providing you with exemplary services. If you have any questions or concerns, please contact either myself, Mark.Peacock@ltvca.ca or ext. 224, or Valerie Towsley at Valerie.Towsley@ltvca.ca or ext. 226.

Sincerely



Mark Peacock, P.Eng.
CAO/Secretary-Treasurer



Valerie Towsley
Watershed Resource Planner

c.c. Municipal Mayors and Clerks
Municipal Building Departments
LTVCA Board Members

Attachment: Letter from MNRF re: Legislative and regulation changes affecting conservation authorities, December 28, 2022



Ministry of Natural Resources and
Forestry

Resources Planning and Development
Policy Branch
Policy Division
300 Water Street
Peterborough, ON K5J 3C7

Ministère des Richesses naturelles et
des Forêts

Direction des politiques de planification et
d'exploitation des ressources
Division de réévaluation des politiques
300, rue Water
Peterborough (Ontario) K5J 3C7

To: Conservation authorities and participating municipalities, Conservation Ontario
and the Association of Municipalities of Ontario

From: Jennifer Keyes, Director

Date: December 28, 2022

Subject: Legislative and regulation changes affecting conservation authorities

Good afternoon,

I am writing to provide you with information on amendments to the *Conservation Authorities Act* made as part of the *More Homes Built Faster Act, 2022*, as well as two regulations that have been approved by the province in support of Ontario's Housing Supply Action Plan, both of which will come into effect on January 1, 2023. In addition, the Minister of Natural Resources and Forestry has issued a direction regarding fees that will be distributed separately from this letter. A notice will be posted to the Environmental Registry of Ontario (ERO) in the coming weeks regarding these decisions.

Legislative Amendments

As you are likely aware, the *More Homes Built Faster Act, 2022* was passed this Fall, receiving Royal Assent on November 28, 2022. Several changes were made to the *Conservation Authorities Act* that are intended to further focus conservation authorities on their core mandate, support faster and less costly approvals, streamline conservation authority processes, and help make land suitable for housing available for development.

Notably, one part of the *More Home Built Faster Act, 2022* which came into effect upon Royal Assent were changes to Section 28.0.1 of the *Conservation Authorities Act*, which include provisions to require a conservation authority to issue a permission or permit where a Minister's Zoning Order has been made under section 47 of the *Planning Act*. This section was amended to also apply to orders made under section 34.1 of the *Planning Act*, otherwise known as the "community infrastructure and housing accelerator" tool, in addition to some other minor changes.

Other changes, which will come into effect on January 1, 2023, include:

- Updates to Section 21 of the Act so that a disposition of land in respect of which the Minister has made a grant under section 39 requires authorities to provide a notice of the proposed disposition to the Minister instead of requiring the Minister's approval. Authorities will also be required to conduct public consultations before disposing of lands that meet certain criteria.
- Sections 21.1.1 and 21.1.2 of the Act which provide that authorities may not provide a program or service related to reviewing and commenting on proposals, applications, or other matters under prescribed Acts.
- A new section 21.3 that enables the Minister to issue temporary direction to a conservation authority preventing the authority from changing the amount of a fee it charges under subsection 21.2 (10) of the Act.

Remaining legislative changes regarding conservation authority development regulations will not come into effect until proclaimed, following the creation of a new Minister's regulation with supporting regulatory details. This regulation is currently being consulted on until December 30th on the ERO, #019-2927: [Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario.](#)

New Regulatory Requirements

Following the passing of these legislative amendments, the government has proceeded with making two regulations, both of which will come into effect on January 1, 2023.

Amendments were made to [Ontario Regulation 686/21: Mandatory Programs and Services](#) to require conservation authorities to identify conservation authority lands suitable for housing. This requirement is part of the preparation of the land inventory required to be completed by conservation authorities by December 31, 2024, and certain considerations for identifying whether or not lands are suitable for housing are listed.

A new Minister's regulation (Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act) was also made to focus conservation authorities' role when reviewing and commenting on proposals, applications, or other matters related to development and land use planning. Under this regulation, conservation authorities are no longer able to provide a municipal (Category 2) or other (Category 3) program or service related to reviewing and commenting on a proposal, application, or other matter made under the following Acts:

- *The Aggregate Resources Act*
- *The Condominium Act, 1998*
- *The Drainage Act*
- *The Endangered Species Act, 2007*
- *The Environmental Assessment Act*
- *The Environmental Protection Act*
- *The Niagara Escarpment Planning and Development Act*
- *The Ontario Heritage Act*
- *The Ontario Water Resources Act*
- *The Planning Act*

This regulation does not affect conservation authorities' provision of mandatory programs or services (Category 1) related to reviewing and commenting on a proposal, application, or other matter made under those Acts.

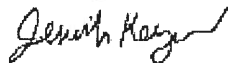
An administrative update to the "Determination of Amounts Owing Under Subsection 27.2 (2) of the Act" regulation (O. Reg. 401/22) was also made to update the methods of determining amounts owed by specified municipalities for operating expenses and capital costs related to mandatory the *Clean Water Act, 2006* and *Lake Simcoe Protection Act, 2008* programs and services to enable use of a benefit-based apportionment method.

I appreciate that with these most recent amendments, along with changes made over the last number of years, this is a time of significant transition for conservation authorities and their member municipalities. Throughout this time, conservation authorities have continued to deliver on their important roles in protecting people and property from natural hazards, conserving and managing lands, and drinking water source protection.

The ongoing efforts of conservation authorities to implement these changes is acknowledged, including initiatives led by conservation authorities and Conservation Ontario that have contributed to the Government's objectives of improving accountability and transparency and supporting timely development approvals to help address Ontario's housing supply crisis.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at ca_office@ontario.ca. I look forward to working with you in the coming year.

Sincerely,



Jennifer Keyes

Director, Resources Planning and Development Policy Branch
Ministry of Natural Resources and Forestry

WHAT'S NEW IN **ELGIN**

**Elgin County
Economic
Development &
Tourism**



www.progressivebynature.com

January 2023



Welcome to a brand new year! The first quarter is often thought of as a time of quiet reflection, of cozier times spent in the house in anticipation of warmer weather. We are here to remind you that Elgin is Open All Year Round and our businesses continue to deliver world-class service over the winter months! From classes and experiences to retail, dining, and accommodations, there's no need to hibernate and your favourite 2023 memories await right here in our own backyard. With a whole year before us, full of possibility, we are so excited to experience Elgin with you over the coming months. Be sure to keep a close eye on our social media feeds for suggestions on fun ways to spend your winter weekends!

From all of us at Elgin County Economic Development and Tourism, we wish you a happy and prosperous New Year and look forward to working with you in 2023.

WELCOMES AND SHOUTOUTS



A big shoutout to Wayside Dining & Bar in Talbotville and owner Bob Patel (pictured left) for the incredible work they do to serve the community. In support of the Feed The Hungry program, which Bob and his team at the Wayside manage, they are raffling off a handcrafted deer. To enter, Bob and Ankit ask that you stop into the Wayside Dining & Bar (10680 Sunset Dr, in Talbotville) and donate \$25, or some goods for the cold (socks, blankets etc) and autograph the deer. Once their goal of \$25,000 has been raised they will choose one lucky winner who will win this handcrafted deer.

The Feed the Hungry Program operates around St. Thomas and area and supplies hot meals for people in need. This season, Bob says, they have supplied over 450 Turkey dinners for those in need.

Pictured here with the deer are Bob and Ankit with representatives from both Elgin County Economic Development and Tourism and Community and Cultural Services.

NEW BUSINESS FEATURE



There is so much new and exciting happening in the town of Rodney! Our department is thrilled to join the Municipality of West Elgin in extending a warm welcome to some incredible new small businesses, 2 of which are featured below. Thanks to support from the My Main Street Program through the St. Thomas Economic Development Corporation, these local entrepreneurs have hit the ground running on providing high-quality products and service, and they all make for a great trip out to the community. They look forward to meeting you soon!

Vertere Living

Hello!! 🖐️

Visit my shop and see what's good!



Vertere Living is a lovely new shop and studio that's really painting the town! This is a recent venture (opened November 2022) by owner Tobi, who lives in West Lorne with her husband, kids, and pets and works full-time in healthcare. What started as a furniture restoration hobby born from childhood memories of looking for old bottles with her dad has quickly become a growing business. She had previously worked on flipping thrifted and found furniture pieces in a relative's garage space, and when that was no longer available she was able to find a new facility that has opened the door to more of a public-facing opportunity.

Tobi's business name is centered on the Latin word 'vertere,' which means 'to turn,' a term that she feels symbolizes the process of taking an old, discarded piece of furniture and making it into something new and beautiful. She sees that process as being tied to a larger 'turning' that she hopes to facilitate through her work, of shifting consumer values towards embracing pre-loved items and making more environmentally-conscious purchasing choices. Tobi grounds this in the idea that we are all connected to the earth. She hopes that her work will demonstrate to consumers that alternative options exist to the lower-quality, higher-priced, increasingly difficult to obtain new furniture currently offered by big-box stores.

This is truly a passion project for Tobi, who loves the organic process of getting inspired by individual pieces and imagining their potential. She learns to do by doing and is always interested in developing new techniques and enhancing her skills. Both hobby and business provide a no-pressure creative outlet where she is able to test the waters and grow at her own pace, balanced with her family and work priorities.

In addition to Tobi's incredible refinished furniture pieces, the shop also features vintage items, art, crafts, and gifts sourced from mainly women-owned small businesses and operators who share her values. She hopes to introduce both in-person and virtual workshops where people can learn the basics of furniture refinishing. She would also like to develop an educational component to the business through encouraging people to reimagine what they have instead of buying new.

Be sure to check out the shop's Instagram below, and keep an eye out for more beautiful creations to come from the shop in 2023! All best wishes to Tobi for this exciting new business putting Rodney on the map!

Vertere Living
102 Furnival Road, Rodney N0L 2C0
[Contact](#)
[Website](#)
[Instagram](#)



FETCH Dog Grooming



There's a new groomer in town, and she's already got the tails wagging! We are thrilled to welcome Alex and FETCH Dog Grooming to Rodney at 226 Furnival, which has been home to a variety of downtown businesses over the years. This venture is a true homecoming for Alex, who grew up in the village but moved to London when she was in high school.

While studying at Beal she was introduced to a summer job program and matched with a London dog groomer. This fateful arrangement was the perfect fit for kick-starting her career, but it also brought Alex full circle to a treasured childhood memory that in hindsight was the event that got the ball rolling for her. She remembers that as a small child, her family had a dog that they took to the local groomer in West Lorne. One day, she was allowed to stay for the appointment and help groom her dog, and the experience stuck with her.

After getting her industry start in London, Alex eventually became an active member of the Ontario Dog Grooming Association and is certified at multiple levels through the Canadian Professional Pet Stylists. She decided to move back to the West Elgin area to open her own business, and she is already building a dedicated clientele. Alex says that she was required to vow to treat every pet that comes through her business like her own upon graduation from grooming academy. This is something she takes very seriously, and as a dog lover each day is living the dream.

Alex has already established herself as an industry trendsetter unique from other groomers and she works hard to continually upgrade her skills to meet industry standards. She also competes in shows! On the home front, she observes that rural residents view their dogs as working members of the family, and people put a great deal of time into ensuring that their beloved companions are in top form. Alex takes great care to treat the local pooch population as such when they come in for service.

Down the road, Alex hopes to continue building her clientele and pursuing further skill development. Given her experiences as a young person growing up in a rural area, she prioritizes the facilitation of youth opportunities and would like to hire an assistant who could be trained just as she was. What an incredible example of youth entrepreneurship, and of a rural young person using their skills to benefit their home community.

FETCH Dog Grooming
226 Furnival Rd., Rodney
519) 868-4751
Email: fetchdoggrooming226@gmail.com
Website



RESOURCES & OPPORTUNITIES



Southwestern Ontario Development Fund

The newest SWODF application intake will be open **from January 12, 2023** to February 23, 2023. You can find more information about eligibility and the intake process [HERE](#)

For advice on developing and strengthening your application, you are encouraged to contact your regional advisor or Business Advisory Services at:

Business Advisory Services - Western Region Main Office
westernregionbas@ontario.ca
Toll-free: 1-800-267-6592

Skills Development Fund

The Skills Development Fund offers funding to organizations for innovative projects that address challenges to hiring, training or retaining workers, including apprentices, to drive Ontario's economic growth. [Applications are open until January 31, 2023.](#) [Details](#)

Canada Summer Jobs

Canada Summer Jobs provides wage subsidies to employers with 50 or fewer full-time employees to create quality summer work experiences for young people aged 15-30 years. [Applications are open until January 12, 2023](#) and more details are available [HERE](#)

Business Scale-up and Productivity- FedDev Ontario

Thinking of taking things to the next level? Funding under this stream helps to accelerate the growth of firms and assist with the adoption of new, innovative technologies that support scale-up, productivity, and the development of and entry into new markets to help companies become globally competitive. More details [HERE](#)

Community Economic Development and Diversification- FedDev Ontario

Funding is available to businesses and not-for-profit organizations in small communities who are working to develop, diversify, and transform their local economies. [DETAILS](#)

Free Virtual Session- Challenges and Opportunities in the Accommodation and Food Service Industry

Hosted by the Elgin-Middlesex-Oxford Workforce Planning and Development Board, January 19 at 11:00am. Details and registration [HERE](#)



Are you an immigrant or a racialized person who has experienced discrimination in St. Thomas or Elgin County in the last three years?

Survey participants wanted.



Are you an Immigrant or Racialized Person who has Experienced Discrimination in St. Thomas or Elgin County in the Last Three Years?

If you are, and you have experienced discrimination in a Workplace Setting, in a Public Place, or By the Police, please consider participating in a [virtual interview](#) with researchers

at Western University.

By sharing your stories and feedback, you will help communities across the region become more inclusive and welcoming. If you are interested in participating, please fill out a short survey and the researchers will contact you.



FALL 2022 TOURISM BUSINESS SURVEY



We want to hear from you! If you operate a tourism-related business in Elgin County, the department would greatly appreciate your taking the time to complete our quick survey summarizing the summer 2022 tourism season [HERE](#). Thanks so much for your consideration!

Have an opportunity you'd like us to share? Please send details to economicdevelopment@elgin.ca

BUSINESS PLANNING

Boot Camp

A FOUR-PART SERIES



Sarah Noble

Marketing &
Communications



Elle Crevits

Business
Advisor

JAN. 23 & 24

2.00 pm - 4.00 pm

JAN. 30 & 31

09.00 am - 3.00 pm

SBECINNOVATION.CA

Is 2023 the year you start working toward a new business or a new business growth goal?

When was the last time you brushed up your business plan, or are you on the journey without your map?

This FREE four-part Business Planning Boot Camp is designed to support entrepreneurs to refresh their plan or start from scratch with the support needed to polish it up too.

Because if you are looking for funds, you are going to need a plan.

If you are looking to grow, you are going to need a plan.

If you are looking to start, this is the starting line.

Join Sarah and Elle from the St. Thomas-Elgin Small Business Enterprise Centre in



Your Workforce. Our Future.

Launching TODAY!

Help us build the solution to workplace issues
by providing us with on-the-ground facts.
www.employerone.ca



This project is funded in part by the Government of Canada and the Government of Ontario.

Please consider quickly completing the Elgin-Middlesex-Oxford Workforce Development Board's new Employer One Survey by clicking [HERE](#). The insights of businesses of all sizes and in all sectors are greatly appreciated and we hope to see a strong showing for Elgin-specific data.



Attention all makers and crafters! Epiphany in Aylmer, a lovely artisan market, is looking for vendors to add to their local lineup. Check them out and get connected [HERE](#)

Provincial Government Updates

Ontario Helping Small and Medium-Sized Businesses Lower Electricity Costs

The Ontario government is launching a new pilot program to explore dynamic electricity pricing and its ability to lower electricity bills for small and medium-sized businesses including retail stores, commercial offices and farms. The pilots will test alternate pricing structures that encourage participants to shift electricity consumption to hours where electricity demand is low, helping to reduce costs for businesses. The pilots will help inform the government on the potential for alternate pricing options to provide electricity system benefits and in turn, lower electricity bills for all customers.

Small and medium-sized businesses, farms and community centres that are included in the Class B electricity rate class and don't have access to time-of-use or tiered rates may be eligible to participate in the new pilot program. The OEB plans to open applications in early 2023, check in with your MPP office for updates.

Ontario Providing Free Naloxone Kits in Workplaces by June 2023

The Ontario government is launching a first-of-its-kind program to make free naloxone kits (and free training) available at workplaces where there is a risk of staff witnessing or experiencing an opioid overdose. Of the workers who died from opioid-related causes last year, 30 per cent were employed in construction – by far the most impacted industry. Bars

and nightclubs have also seen increased opioid usage and accidental overdoses, often because of recreational drugs laced with deadly opioids such as fentanyl and carfentanil.

Businesses can determine if they are eligible for the program and find additional information on accessing naloxone kits and training at [Ontario.ca/workplacenaloxone](https://www.ontario.ca/workplacenaloxone). Once the requirement is in effect, Ministry of Labour, Immigration, Training and Skills Development's inspectors will take an education-first approach to enforcement.

Changes to the Employment Standards Act: business and IT consultants

Effective January 1, 2023, the Employment Standards Act (ESA) will no longer apply to employees who are defined in the ESA as business consultants or information technology consultants, providing they meet specified criteria outlined in the Working for Workers Act. More information about the change will soon be published in Your Guide to the ESA. In the meantime, you can find the legislation set out in Schedule 2 of the Working for Workers Act.

DEPARTMENTAL ACTIVITY





On December 14, staff attended the Elgin Federation of Agriculture's Annual General Meeting at Great Lakes Farms near Port Stanley. It was a great evening to catch up with local farmers, hear about their news and concerns, and celebrate the amazing Donna Lunn's retirement from the board after an inspiring legacy of service to the Elgin ag community. Best wishes, Donna!



On December 20, staff attended an open house event hosted by Harvest Bowl, an incredible local organization that gleans Elgin-grown produce and processes it into nutritious soup mixes for our neighbours in need. We are so lucky to have such a dedicated group of farmers, businesses, and volunteers in our community! Learn more about Harvest Bowl [HERE](#)

FESTIVAL AND EVENT TRACKER



- January 20 - PD Day Activities at [Backus-Page House Museum](#)
- January 20 and 21 - Paranormal Investigation event at Backus-Page House Museum [TICKETS](#)
- January 25 - [Guided nature walk](#) through John E. Pearce Provincial Park at Backus-Page House Museum
- January 27 7pm-8:30pm - New Year, New You Vision Board Workshop at the St. Thomas-Elgin Public Art Centre (details below)
- January 28 - Quiz Night hosted by the Kiwanis Club of Rodney (details below)
- Saturdays in January 8am-3pm - [The Old Imperial Farmers' Market](#)

Family P.D. Day Event

January 20, 2023
anytime 10am to 4pm

Backus-Page House Museum

29424 Lakeview Line
Wallacetown, ON
N0L2M0 www.backuspagehouse.ca

CHILDREN MUST BE ACCOMPANIED BY AN ADULT

COST: \$10 per child, \$5 per adult

Special Activities:

- Complete our scavenger hunt through the Backus-Page House and Agricultural Centre.
- Try your hand at making butter and/or pastilles (candy).
- Complete your visit with a self guided tour through the wetlands of John E. Pearce Provincial Park.



Guided Walk:

A Hike Through Nature And History



Jan

Tues, 10th - 10am
Wed, 25th - 1pm

Feb

Thurs, 9th - 10am
Fri, 24th - 1pm

Mar

Sat, 11th - 10am
Sun, 29th - 10am

BACKUS-PAGE

HOUSE MUSEUM

PARANORMAL INVESTIGATION

\$25 / PERSON

JANUARY 20 AND 21, 2023

6:45PM

Group 1 arrives.

1 Hour Paranormal Investigation
with Whispers Beyond Paranormal

-

8:30PM

Group 2 arrives.

1 Hour Paranormal Investigation
with Whispers Beyond Paranormal

www.backuspagehouse.ca/events



Creative Workshop!

NEW YEAR, NEW YOU!

Make Your Own Vision Board!

Friday, January 27 2023 | 7:00-8:30 | St. Thomas-Elgin Public Art Centre

Ready to accomplish your vision in 2023? Join us for a Vision Board Workshop in the main gallery space as we sip tea to relaxing music to lift your mood towards creativity, resolve, and success while we create together!

This evening will include a mindfulness intro and exercise set on focusing and creativity to truly work towards accomplishing your goals and pursuing your dreams! Create your piece on large poster board, smaller poster and framed for an inspired piece for your wall, or any other size or output you feel led to... the possibilities are endless!

\$25
Supplies included

Bring a friend or come on your own.

Meet local creatives.

Advance payment and registration required.

Space is limited.



In collaboration with
Paula Morrirt Design

Kiwanis
CLUB of RODNEY

QUIZ NIGHT

Tease Your Brain & Win Cash Prizes

Saturday, Jan 28

Elgin International Club
11584 Kerr Rd, West Lorne

\$20 per person
(teams of 4)

Registration at 7:30PM
Play Starts at 8:00 PM

For registration & further information
kiwanisclubrodney@gmail.com

UPCOMING NETWORKING EVENTS

Elgin County
Progressive by Nature

- January Business after 5 hosted by the St. Thomas & District Chamber of Commerce, January 18- [Details](#)

- 'The Pitch' annual business plan event hosted by the Elgin Business Resource Centre, January 25- [DETAILS AND TICKETS](#)
- 'Lunch with the Mayors' hosted by the St. Thomas and District Chamber of Commerce, March 8- [DETAILS AND TICKETS](#)

Have an event you'd like us to share? Please send details to economicdevelopment@elgin.ca

Elgin County Economic Development & Tourism |
www.elgincounty.ca



Elgin County | 450 Sunset Drive, St. Thomas, N5R 5V1 Canada

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January 18, 2023

Jeff Carswell, CAO/Clerk
Township of Southwold
35663 Fingal Line
Fingal, ON
N0L 1K0

Delivered by Email

Dear Mr. Carswell,

Re: Notice of Meeting for Conservation Authority Levy Approval

In accordance with provisions of the *Conservation Authorities Act* and regulations made governing the approval of Conservation Authority levies, notice is hereby given to all member municipalities of a meeting to approve the 2023 budget of the Kettle Creek Conservation Authority. This is in addition to the advanced notice of levy provided in September 2022.

The meeting will be held virtually on Wednesday, February 22, 2023, beginning at 10:00 a.m. and streamed live at the following address: <https://www.facebook.com/KettleCreekCA/>. At the meeting, the proposed KCCA budget and enclosed levy apportionment will be subject to resolution according to the provincial regulations governing approval of 'non-matching' municipal levies and of Conservation Authority budgets.

Over the coming year, KCCA will be working with each of its member municipalities through a Transition Plan in order to enact changes to the budgeting and levy processes outlined in recent amendments to the *Conservation Authorities Act*.

Until the Transition Period ends on January 1, 2024, KCCA will continue with status quo program delivery and levy practices.

KCCA has always worked closely with its member municipalities to be fiscally responsible but still ensure the conservation, restoration, development and management of natural resources within the Kettle Creek watershed.

KCCA's full draft budget is available on its website in the January 18, 2022 Full Authority Package

Council is encouraged to communicate their questions and position regarding all levies to their KCCA Board representatives. Questions on any matter are also welcomed by the undersigned.

Yours truly,

Elizabeth VanHooren
General Manager/Secretary Treasurer

5% Levy Scenario

Kettle Creek Conservation Authority • 2023 Levies •

Municipality	Modified Current Value Assessment	% Municipality in Watershed	MCVA in Watershed	% Levy	2023 Matched Levy	2023 Non-Matched Levy	2022 Special Levy **	Proposed 2023 Total Levy	2022 Total Levy	Difference 2020/2021
Central Elgin	\$2,008,384,351.00	60	1,205,030,610	7.8570	\$36,584.84	\$42,602.08	\$9,799.98	\$88,986.90	\$83,984.74	\$5,002.16
Middlesex Centre	\$3,656,532,420.40	7	255,957,269	1.6689	\$7,770.89	\$9,048.99	\$958.56	\$17,778.43	\$16,714.49	\$1,063.94
London	\$58,028,058,304.35	15	8,704,208,746	56.7532	\$264,260.56	\$307,724.45	\$29,549.54	\$601,534.55	\$574,557.92	\$26,976.63
Thames Centre	\$2,574,729,165.45	8	205,978,333	1.3430	\$6,253.52	\$7,282.06	\$952.25	\$14,487.83	\$13,787.39	\$700.44
Malahide	\$1,303,286,034.75	8	104,262,883	0.6798	\$3,165.43	\$3,686.06	\$952.25	\$7,803.74	\$7,483.55	\$320.19
Southwold	\$782,164,183.40	78	610,088,063	3.9779	\$18,522.33	\$21,568.76	\$7,126.11	\$47,217.21	\$43,800.31	\$3,416.90
St. Thomas	\$4,428,568,044.60	96	4,251,425,323	27.7201	\$129,073.65	\$150,302.87	\$42,315.24	\$321,691.77	\$306,814.87	\$14,876.90
Total	\$72,781,722,504		15,336,951,227	100.00	\$465,631.22	\$542,215.28	\$91,653.94	\$1,099,500.00	\$1,047,143.00	\$52,357.00



**Footnote: Levy partially supports the costs of operating the provincially mandated responsibilities of municipal plan input and review. Province moved to greatly reduce grants in 1995. The levy is calculated based on past, existing and anticipated program activity. The municipality has the option of recovering the levy through application fees.



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY- LAW NO. 2023-12

Being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 11, January 19, and January 25, 2023.

WHEREAS Section 5(3) of the Municipal Act, 2001, Chapter 25, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it has been expedient that from time to time, the Council of the Corporation of the Township of Southwold should enact by resolution or motion of Council;

AND WHEREAS it is deemed advisable that all such actions that have been adopted by a resolution or motion of Council only should be authorized by By-law;

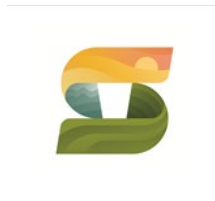
NOW THEREFORE the Council of the Corporation of the Township of Southwold hereby enacts as follows:

1. That the actions of the Council of the Township of Southwold at the Special Council Meetings held on January 11, 2023, January 19, 2023 and the Regular Meeting of Council held on January 25, 2023; in respect to each report, motion, resolution or other action passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action, or obtain approvals, where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the Corporate Seal of the Township of Southwold to all such documents.

READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME, AND FINALLY PASSED THIS 25th DAY OF JANUARY, 2023.

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

-ADDENDUM TO AGENDA-

Wednesday January 25, 2023

REGULAR MEETING OF COUNCIL

7:00 p.m., Council Chambers Fingal/Via Video Link

2. ADDENDUM TO AGENDA

Items Added:

7. PLANNING:

(c) PLA 2023-04 ZBA 2022-13 Consent Sketch, 35229 Third Line

(c) PLA 2023-05 ZBA 2022-14 Consent Sketch, 10518 Ford Road

PLA 2023-05 ZBA 2022-14 Consent Sketch, 10518 Ford Road

