



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Wednesday January 25, 2023
7:00 p.m. Council Chambers, Fingal/Via Video Link

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

COUNCIL ABSENT: Councillor John Adzija

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Peter Kavcic, Dir. of Infrastructure & Development Services
Josh Mueller, Planner
June McLarty, Corporate Services Clerk

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

ADDENDUM TO THE AGENDA:

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

DISCLOSURES: None

Councillor Fellows reported that there will be 2023 Winterfest on Saturday February 18th from 5:00 p.m. – 7:00 p.m. There will be interactive games, fireworks and if the weather cooperates the ice rink will be open. The Firefighters will serve hot dogs.

ADOPTION OF MINUTES:

Council Minutes – Adopt

2023-23 Councillor Fellows – Deputy Mayor Pennings

THAT the Minutes of the Special Council Meeting of January 5, 2023, the Regular Council Meeting of January 9, 2023, and the Special Council meeting of January 11, 2023 are hereby adopted.

CARRIED

Committee Minutes – Review

2023-24 Councillor Emons – Councillor Fellows

THAT Council has reviewed the draft minutes of the Zero Waste Committee Meeting of January 12, 2023.

CARRIED

PLANNING:

PLA 2023-02 Consent Application E47-22, Milcz, 37437 Lake Line

2023-25 Deputy Mayor Pennings – Councillor Fellows

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.

CARRIED

PLA 2023-03, Housekeeping Zoning By-law Amendment

2023-26 Councillor Fellows – Councillor Emons

THAT proposed Housekeeping By-law be deferred until such time as public consultation can be completed.

CARRIED

REPORTS:

County Council Highlights January 10 and 12 2023

Mayor Jones presented the report on County Council Highlights.

CORRESPONDENCE:

Fee Waiver Request – Elgin OPP

2023-27 Deputy Mayor Pennings – Councillor Emons

THAT Council of the Township of Southwold approves the \$450.00 fee waiver request from the Elgin OPP for the use of the Keystone Complex on March 25, 2023 for recruitment purposes.

CARRIED

Eastern Star Fee Waiver Reduction Request

2023-28 Councillor Fellows – Councillor Emons

THAT Council of the Township of Southwold approves the requested fee reduction from the Golden Acres Eastern Star Chapter totaling \$1,650.00 for the use of the Keystone Complex for their monthly meetings.

CARRIED

Elgin Group Police Services Board Appointee

2023-29 Councillor Emons – Deputy Mayor Pennings

THAT Council of the Township of Southwold appoints Ida McCallum as the representative to the Elgin Group Police Services Board as the Community Representative from Western Elgin.

CARRIED

Lunch with the Mayors

2023-30 Councillor Emons – Councillor Fellows

THAT Council of the Township of Southwold approves the purchasing eight (8) tickets for the Lunch with the Mayors sponsored by the St. Thomas & District Chamber of Commerce.

CARRIED

Terrace Lodge Redevelopment Fundraising Committee

STAFF DIRECTION

Staff was directed by Council to place a notice on the Township website asking for volunteers for the Fundraising Committee.

PLANNING:

Zoning By-law Amendments

In attendance: D. McKillop

P. Matkowski, Monteith Brown Planning Consultants

ZBA 2022-13, Pioneer Hay Sales Ltd, C/O Dan McKillop, 35229 Third Line

ZBA 2022-14 J. and J. Andrews, C/O Monteith Brown Planning Consultants, 10518 Ford Road

Opening of Public Meeting for ZBA 2022-13 and ZBA 2022-14

2023-31 Deputy Mayor Pennings – Councillor Emons

THAT Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider Zoning By-law Amendment file no. 2022-13, filed by Pioneer Hay Sales Ltd., C/O Dan McKillop, 35229 Third Line, and Zoning By-law file no. 2022-14, filed by J. and J. Andrews, C/O Monteith Brown Planning Consultants, 10518 Ford Road, opens at **7:30 p.m.**

CARRIED

The Mayor stated that this is a public meeting as a required by Section 34 of the Planning Act to afford any person an opportunity to make representation with respect to a proposed zoning by-law amendment. The purpose of the proposed zoning by-law amendment is to rezone the severed parcel from Agricultural 1 (A1) Zone to Agricultural 1 Special Provision Zone (A1-69) Zone to recognize lot area, lot frontage and reduced rear yard setback of the newly created lot. The retained parcel will be rezoned to Agricultural 3 (A3) Zone to prohibit future development.

The Mayor asked if any member of Council had a disclosure of interest concerning this proposal. None were declared.

The Mayor asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that a notice was mailed to neighbouring property within 120 m of the subject lands and emailed to commenting agencies on January 2nd, 2023. A sign was posted on the property prior to the deadline of January 5th, 2023.

Planner Josh Mueller presented his report.

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

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

The Mayor stated that before I open the floor to questions from the public, please be advised that if any person from the public wishes to receive further information on the action of Council regarding the decision on the application for zoning by-law amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by January 26, 2023. Any person that has contacted the Planner to be part of the public meeting will receive this further information automatically.

D. McKillop, agent identified himself. Mr. McKillop thanked Council for receiving this report and their support on this application.

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

ZBA 2022-13

2023-32 Deputy Mayor Pennings – Councillor Emons

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.

CARRIED

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

The public meeting is now concluded.

**ZBA 2022-14, J. and J. Andrews C/O Monteith Brown Planning Consultants,
de10518 Ford Road**

The Mayor stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make representation with respect to a proposed zoning by-law amendment.

The purpose of this zoning by-law amendment application is to rezone the subject property from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone for future single detached residential dwellings on each lot.

The Mayor asked if any members of Council had a disclosure of interest concerning the proposal. None were declared.

The Mayor asked what method of notice and when was the notice given to the public for this meeting. The Clerk responded that a notice was mailed to neighbouring property owners with 120 m of the subject lands and emailed to commenting agencies on January 3rd, 2023. A sign was posted on the subject property prior to the deadline of January 5th, 2023.

Planner Josh Mueller presented his report to Council. Mr. Mueller also reported that the schedule for the Zoning By-law was changed to accommodate the road widening area for the proposed roundabout located near Lot 5 on the Consent Sketch.

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

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

The Mayor stated that before I open the floor to questions from the public, please be advised that if any person from the public wishes to receive further information on the action of Council regarding the decision on the application for zoning by-law amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by January 26, 2023. Any person that has contacted the Planner to be part of the public meeting will receive this further information automatically.

Patrick Matkowski of Monteith Brown Planning Consultants, agent identified himself. He thanked staff for bringing this application forward. He agreed with the recommendations. Mr. Matkowski had no additional comments.

Deputy Mayor Pennings inquired that previously if a property is in the settlement area and split into more than 4 lots, we required a plan of subdivision because of the number of lots. Would this be something that will be done in the future or how does it fit for this application. Mr. Mueller responded that you could do up to 5 lots without a plan of subdivision. This is 1 retained lot and 4 building lots. It was done with numerous consent applications.

No additional questions were asked from Council or the public.

ZBA 2023-14

2023-33 Councillor Fellows – Councillor Emons

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.

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

The public meeting is now concluded.

Closing of Public Meeting for ZBA 2022-13 and ZBA 2022-14

2023-34 Deputy Mayor Pennings – Councillor Fellows

THAT the public meeting to consider the applications to amend the zoning on the properties owned by Pioneer Hay Sales Ltd., C/O Dan McKillop and J. and J. Andrews, C/O Monteith Brown Planning Consultants, closes at **7:47p.m.**

CARRIED

BY-LAWS:

- By-law No. 2023-08, being a by-law to amend By-law No. 2011-14- Pioneer Hay Sales Ltd., 35229 Third Line
- By-law No. 2023-09, being a by-law to amend By-law No. 2011-14, Andrews, 10518 Ford Road
- By-law No. 2023-10, being by by-law to amend By-law No. 2022-22, Hunter/Lake Road Cemetery By-law

By-laws

2023-35 Deputy Mayor Pennings – Councillor Emons

THAT By-law Nos. 2023-08, 2023-09 and 2023-10 be read a first and second time, considered read a third time and finally passed this 25th day of January 2023.

CARRIED

OTHER BUSINESS:

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

OTHER BUSINESS

2023-36 Councillor Emons – Deputy Mayor Pennings

THAT Council receive and file the items listed under Other Business.

CARRIED

CLOSED SESSION:

2023 –37 Councillor Fellows – Deputy Mayor Pennings

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at **7:52 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

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

CARRIED

Adjournment of Closed Session

2023-38 Councillor Emons – Councillor Fellows

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:10 p.m.**

CARRIED

STAFF DIRECTION

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

BY-LAW:

- 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, January 19, 2023 and January 25, 2023.

Confirming By-law

2023-39 Councillor Fellows- Deputy Mayor Pennings

THAT By-law No. 2023-12 be read a first and second time, considered read a third time and finally passed this 25th day of January 2023.

CARRIED


ADJOURNMENT:

2023-40

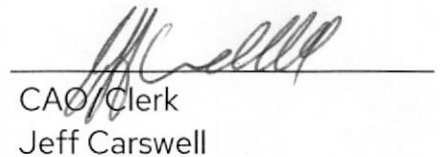
Deputy Mayor Pennings – Councillor Fellows

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **8:11 p.m.**

CARRIED



Mayor
Grant Jones



CAO/Clerk
Jeff Carswell