



## THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

### MINUTES

Regular Council Meeting  
Tuesday April 11, 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  
Michele Lant, Director of Corporate Services/Treasurer  
Aaron Van Oorspronk, Director of Infrastructure & Development  
Services  
Kevin Goodhue, Water/Wastewater Compliance Superintendent  
Corey Pemberton, Director of Building and Community Services  
Jeff McArthur, Director of Emergency Services/Fire Chief  
Josh Mueller, Planner  
June McLarty, Corporate Services Clerk

---

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

**ADDENDUM TO AGENDA:** None

**DISCLOSURES:** None

#### **ADOPTION AND REVIEW OF MINUTES:**

##### **Council Minutes – Adopt**

**2023-128 Deputy Mayor Pennings – Councillor Fellows**

**THAT** the Minutes of the Regular Council Meeting of March 27, 2023

and the Minutes of the Special Council Meeting of April 4, 2023 are hereby adopted.

**CARRIED**

**Committee Minutes – Review**

**2023-129 Councillor Emons – Councillor Fellows**

**THAT** Council has reviewed the draft Committee Minutes of the Zero Waste Committee Meeting of March 9, 2023 and the Canada Day Committee Meeting of March 23, 2023.

**CARRIED**

**PLANNING:**

**PLA 2023-11 Review of Draft Elgin County Official Plan**

**2023-130 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council of the Township of Southwold receive Report PLA 2023-11 regarding County of Elgin Draft Official Plan Review; and

**THAT** Council direct staff to resubmit the comments attached as Appendix "A" and inquire with the County of Elgin about the status and incorporation of the requests.

**CARRIED**

**PLA 2023-12 Surplus Land in Iona**

**2023-131 Councillor Fellows – Deputy Mayor Pennings**

**THAT** Council of the Township of Southwold receive Report PLA 2023-12 regarding the disposition of surplus land in the Hamlet of Iona as information; and

**THAT** Council authorizes staff to organize an open house/drop-in format meeting with interested residents, Council and Staff for additional public consultation.

**CARRIED**

**REPORTS:**

**FIR 2023-04 Activity Report – March 2023**

Jeff McArthur presented this report.

## **ENG 2023-16 Activity Report – March 2023**

Aaron Van Oorspronk presented this report.

## **ENG 2023-17 Talbotville Shared Servicing Study Award**

### **2023-132 Deputy Mayor Pennings – Councillor Fellows**

**THAT** Report ENG 2023-17 relating to Talbotville Servicing Study, be received for information; and

**THAT** Council direct staff to award the proposal received from RV Anderson "St. Thomas Water Pollution Control Plant Wastewater Master Plan Update – Township of Southwold Study", dated March 9, 2023.

**CARRIED**

## **ENG 2023-18 Lynhurst Soil Relocation**

### **2023-133 Councillor Emons – Deputy Mayor Pennings**

**THAT** Report ENG 2023-18 relating to the Lynhurst Soil Relocation, be received for information.

**CARRIED**

## **ENG 2023-19 Lynhurst Area DWQMS Policy Endorsement**

### **2023-134 Councillor Emons – Councillor Fellows**

**THAT** Report ENG 2023-19, Lynhurst Area DWQMS Policy Endorsement, be received for information; and,

**THAT** Council approve the Drinking Water Quality Management Operational Plan and Policy.

**CARRIED**

## **ENG 2023-20 Township Design Guidelines Manual – Part 2**

### **2023-135 Deputy Mayor Pennings – Councillor Emons**

**THAT** Council approve and adopt the Township Design Guidelines Manual – Part 2.

**CARRIED**

## **ENG 2023-21 Talbotville WWTP Warranty Work and Upgrades**

### **STAFF DIRECTION**

Staff was directed by Council to investigate other options for the SCADA System.

#### **2023-136 Deputy Mayor Pennings – Councillor Emons**

**THAT** Report ENG 2023-21 relating to Talbotville WWTP Warranty Work and Upgrades, be received for information; and,

**THAT** Council direct staff to award the quotations received from NewTerra for completing warranty work and upgrades to the Talbotville Wastewater Treatment Plant.

**CARRIED**

## **PW 2023-04 Installation of Additional Luminaires on Talbotville Gore Road**

#### **2023-137 Councillor Fellows – Councillor Emons**

**THAT** Council direct staff to proceed with installation of five additional luminaires on Talbotville Gore, as set out in report PW 2023-04.

**CARRIED**

## **FIN 2023-08 Accrual Budget**

#### **2023-138 Deputy Mayor Pennings – Councillor Fellows**

**THAT** Council approve the 2022 Accrual Budget as presented for Financial Statement purposes.

**CARRIED**

## **FIN 2023-09 Investment Summary**

#### **2023-139 Councillor Fellows – Councillor Emons**

**THAT** Council receive Report FIN 2023-09 Investment Report as of December 31, 2022 for information.

**CARRIED**

## **CBO 2023-05 Building Department Deposits for Building Permits**

#### **2023-140 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council receives report CBO 2023-05 Building Department Deposits for Building Permits as information.

**CARRIED**



## **2023-06 Shedden Open Space Park Fencing and Netting**

### **2023-141 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council approve installation of chain link fence and one section of netting minus the gates at Shedden Open Space Park along Union Road.

**CARRIED**

### **CBO 2023-07 Activity Report – March 2023**

Corey Pemberton presented this report to Council.

### **CAO 2023-18 Activity Report – March 2023**

Jeff Carswell presented this report to Council.

### **CAO 2023-19 Updated Health and Safety Policies**

#### **2023-142 Councillor Emons – Deputy Mayor Pennings**

**THAT** Council adopt the following updated policies:

HS-01-01 Health and Safety Policy Statement

HS-01-02 Workplace Violence Policy

HS-01-03 Workplace Harassment Policy

**CARRIED**

### **CAO 2023-20 Office Renovations**

#### **STAFF DIRECTION**

Staff was directed by Council to make a few minor changes to design and obtain a budget for the renovations.

#### **2023-143 Councillor Emons – Councillor Fellows**

**THAT** Council endorse the Fingal Office Renovation/Office Space plans and authorize staff to proceed with detailed design and costing and to report back to Council prior to accepting quotes and moving forward with renovations.

**CARRIED**

## **CAO 2023-21 Zouling Tech IT Agreement**

### **2023-144 Councillor Fellows – Councillor Emons**

**THAT** Council pass By-law 2023-24 to enter into an agreement with Zouling Technologies Inc. for Technology Maintenance and Support Services.

**CARRIED**

## **County Council Highlights – March 28, 2023**

Mayor Jones presented this report to Council.

## **CORRESPONDENCE:**

### **Enbridge Gas Fee for Locates**

#### **2023-145 Councillor Emons – Deputy Mayor Pennings**

**WHEREAS** Enbridge recently announced its intention to charge third-party contractors and other utilities \$200 CAD (plus taxes) for utility locates requiring fieldwork;

**WHEREAS** Council reviewed correspondence from AORS regarding the issue of assessing fees for utility locates;

**WHEREAS** Council supports the resolutions within the received correspondence;

**THEREFORE BE IT RESOLVED THAT** the Township of Southwold opposes Enbridge's plan to charge third-party contractors and other utility locates requiring fieldwork;

**BE FURTHER RESOLVED THAT** this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, Rob Flack MPP, the Association of Ontario Good Roads Supervisors and the Association of Municipalities of Ontario.

**CARRIED**

### **Fee Waiver Request – Optimist Club of Talbotville**

#### **2023-146 Councillor Fellows – Deputy Mayor Pennings**

**THAT** Council of the Township of Southwold approves the \$80.00 fee

waiver request from the Optimist Club of Talbotville for the use of the Optimist Heritage Park, Talbotville.

**CARRIED**

**BY-LAWS:**

- By-law No. 2023-24, being a by-law to enter into an agreement for technology maintenance and support services

**By-law**

**2023-147 Councillor Emons – Deputy Mayor Pennings**

**THAT** By-law No. 2023-24 be read a first and second time, considered read a third time and finally passed this 11<sup>th</sup> day of April 2023.

**CARRIED**

**OTHER BUSINESS:**

**Bill 5 – Stopping Harassment and Abuse by Local Leaders Act**

**2023-148 Mayor Jones – Deputy Mayor Pennings**

**THAT** Council of the Township of Southwold supports Bill 5 – Stopping Harassment and Abuse by Local Leaders Act; and,

**THAT** a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; Rob Flack, MPP, Elgin-Middlesex-London.

**CARRIED**

Council reviewed the other items under Other Business.

**BY-LAW:**

- By-law No. 2023-25, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on April 11, 2023

**Confirming By-law**

**2023-149 Councillor Emons – Deputy Mayor Pennings**

**THAT** By-law No. 2023-25 be read a first and second time, considered

read a third time and finally passed this 11<sup>th</sup> day of April 2023.

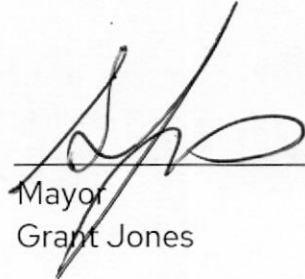
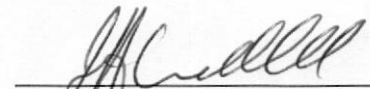
**CARRIED**

**ADJOURNMENT:**

**2023-150 Deputy Mayor Pennings – Councillor Fellows**

**THAT** Council for the Township of Southwold adjourns this Regular meeting of Council at **8:51 p.m.**

**CARRIED**

  
\_\_\_\_\_  
Mayor  
Grant Jones  
\_\_\_\_\_  
CAO/Clerk  
Jeff Carswell