



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

- A G E N D A -

Monday July 10, 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 AND REVIEW OF MINUTES**
 - (a) Draft Minutes of Regular Council Meeting of June 26, 2023
 - (b) Minutes of the Economic Development Committee Meeting of August 17, 2021
 - (c) Draft Minutes of the Economic Development Committee Meeting of June 28, 2023
- 5. DELEGATION**
 - (a) **7:00 p.m.** Mark Peacock and Valerie Towsley, **Lower Thames Valley Conservation Authority RE: Categories of Programs and Services Agreement**
 - (b) **7:30 p.m.–** Aileen Murray, **Mellor Murray Consulting Inc. RE: Strategic Plan – Strategic Priorities Workshop**
- 6. DRAINAGE**
- 7. PLANNING**
 - (a) PLA 2023-24 Information Pertaining to Proposed Provincial Planning Statement – Natural Heritage Policies
- 8. REPORTS**
 - (a) ENG 2023-32 Activity Report – June 2023
 - (b) ENG 2023-33 Rose Ave Illumination Warrant
 - (c) ENG 2023-34 Additional Bag Tags
 - (d) ENG 2023-35 Sidewalk Construction Program

- (e) FIN 2023-10 Section 357/Tax Incentive Approval Applications
- (f) CBO 2023-12 Activity Report – June 2023
- (g) CBO 2023-13 Office Renovation
- (h) CAO 2023-34 Activity Report – June 2023
- (i) Elgin County Council Highlights – June 27, 2023

9. CORRESPONDENCE

- (a) Fee Waiver Request – Talbotville Optimist
- (b) Resolution from the Municipality of North Perth RE: Vacant Building Official Positions
- (c) Resolution from the Town of Petrolia RE: Increase in Licensed Child Care Spaces
- (d) Resolution from the Township of Selwyn RE: Short-term Rentals
- (e) Resolution from the Municipality of Chatham- Kent RE: Time for Change- Municipal Freedom of Information and Protection of Privacy Act

10. BY-LAWS

- (a) By-law No. 2023-40, being a by-law to enter into an agreement with LTVCA for non-mandatory programs and services.
- (b) By-law No. 2023-41, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on July 10, 2023

11. OTHER BUSINESS *(For Information Only)*

12. CLOSED SESSION

13. ADJOURNMENT: **NEXT REGULAR MEETING OF COUNCIL**
Monday August 14, 2023 @ 7:00 P.M.
Council Chambers, Fingal/Via Video Link



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday June 26, 2023
7:00 p.m. Council Chambers, Fingal/Via Video Link

COUNCIL PRESENT: Mayor Grant Jones (virtual)
Deputy Mayor Justin Pennings
Councillor John Adzija (virtual)
Councillor Scott Fellows

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Aaron Van Oorspronk, Director of Infrastructure & Development
Services
Jeff McArthur, Director of Emergency Services/Fire Chief
Brent Clutterbuck, Drainage Superintendent
Josh Mueller, Planner
June McLarty, Corporate Services Clerk

ABSENT: Councillor Sarah Emons

Deputy Mayor Pennings called the meeting to order at 7:02 p.m.

ADDENDUM TO AGENDA: None

DISCLOSURES: None

ADOPTION AND REVIEW OF MINUTES:

Council Minutes – Adopt

2023-209 Councillor Fellows – Mayor Jones

THAT the Minutes of the Regular Council Meeting of June 12, 2023
are hereby adopted; and,

THAT Council has reviewed the minutes of the Southwold Young at Heart Committee Meeting of June 15, 2023 and the draft minutes of the Southwold Young at Heart Committee Meeting of June 20, 2023.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

PLANNING:

Zoning By-law Amendments

7:00 p.m. ZBA 2023-05, J. and G. Milcz, 37437 Lake Line and ZBA 2023-06, Housekeeping- Additional Dwelling Units

In attendance: J. Milcz

Opening of Public Meeting for ZBA 2023-05 and ZBA 2023-06

2023-210 Councillor Fellows – Mayor Jones

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. 2023-05, filed by J. and G. Milcz, 37437 Lake Line and Zoning By-law Amendment file no. 2023-06, Housekeeping, Additional Dwelling Units opens at **7:05 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

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

a proposed Zoning By-law Amendment to rezone the subject property legally described as Plan 39 Lot R and described municipally as 37437 Lake Line.

The proposed Zoning By-law Amendment (ZBA) application would rezone the severed and retained parcels from Settlement Reserve (SR) Zone to Residential 1 (R1) Zone to permit residential development.

The Deputy Mayor asked if any member of Council has a disclosure of interest concerning the proposals. None were declared.

The Deputy Mayor asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that notices were mailed to neighboring property owners within 120 meters of the subject lands and emailed to commenting agencies on June 5th, 2023. A sign was posted on the subject property prior to the deadline of June 6th, 2023.

Planner Josh Mueller presented his report to Council.

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

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

The Deputy Mayor stated that before he opened the floor to questions from the public, please be advised 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 they email their name, address, postal code and phone number to the Planner or Clerk by June 27th, 2023. Any person that has contacted the Planner to be part of this public meeting will receive this further information automatically.

J. Milcz of 37437 Lake Line identified himself.

Mr. Milcz commented that this rezoning is a condition of his severance application. He is rezoning his property so he will be able to build a new home. He thanked Southwold staff for their assistance with his planning and building applications.

No questions were asked from Council or the public.

2023-211 Councillor Fellows – Mayor Jones

THAT Council approves the proposed Zoning By-law Amendment Application ZBA 2023-05, in accordance with the site-specific By-law contained within Appendix Two of Report PLA 2023-20.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

The Deputy Mayor stated that the decision may be appealed to the Ontario Land Tribunal. This public meeting is now concluded.

The Deputy Mayor stated that this was 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 proposed Zoning By-law Amendment is to amend the Township of Southwold Zoning By-law by making changes to the text and bringing the zoning by-law into compliance with the Planning Act.

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

The Deputy 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 placed on the Township website along with other social media platforms.

Planner Josh Mueller presented his report to Council.

The Deputy Mayor asked if any comments were received from staff. The Clerk responded yes. Staff comments were received and form part of the amended text

The Deputy Mayor asked if any written submissions were received on this application. The Clerk responded that no written submissions were received.

The Deputy Mayor stated that before he opened the floor to questions from the public, please be advised 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 they email their name, address, postal code and phone number to the Planner or Clerk by June 27th, 2023. Any person that has contacted the Planner to be part of this public meeting will receive this further information automatically.

No questions were asked from Council or the public.

PLA 2023-21 ZBA 2023-06, Housekeeping – Additional Dwelling Units

2023-212 Councillor Fellows – Mayor Jones

THAT Council of the Township of Southwold approves the proposed Housekeeping Zoning By-law Amendment, in accordance with the By-law contained within Appendix Two of Report PLA 2023-21.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

Closing of Public Meeting for ZBA 2023-05 and ZBA 2023-06

2023-213 Mayor Jones – Councillor Fellows jones – fellows

THAT the public meeting to consider the applications to amend the zoning on the property owned by J. and G. Milcz and the Housekeeping Zoning By-law Amendment, closes at **7:16 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

PLA 2023-22 Consent Applications E 42-23, E43-23 and E44-23 R. Pereira, 10117 Talbotville Gore Road

2023-214 Councillor Fellows – Mayor Jones

THAT Council recommends approval to the Land Division Committee of the County of Elgin for consent applications, E42-23, E43-23 and E44-23 subject to the Lower-Tier Municipal conditions in Appendix Two of Report PLA 2023-22.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

REPORT:

CAO 2023-33 Signage Branding

2023-215 Councillor Fellows – Mayor Jones

THAT Council approve Option 1 for branding on Township signs.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

DRAINAGE:

Gregory Drainage Works Petition

2023-216 Councillor Fellows – Mayor Jones

WHEREAS having received notice from Kettle Creek Conservation Authority stating they have no concerns; and

THAT Council appoints Spriet Associates to prepare the necessary reports for Section 78 request under the Drainage Act for the Gregory Drainage Works; and,

THAT notice of Council's decision to proceed with this petition be sent to all petitioners, Kettle Creek Conservation Authority, the Ontario Ministry of Agriculture, Food and Rural Affairs and Spriet Associates.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

Committee of Adjustment

MV 2023-02, Kreator Developments Inc. C/O MP Custom Homes, 18 Rea Court

2023-217 Councillor Fellows – Mayor Jones

THAT the regular Council meeting adjourn to sit as a Committee of Adjustment to hear minor variance application MV 2023-02, filed by Kreator Developments Inc. C/O MP Custom, 18 Rea Court at **7:30 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

MV 2023-02, Adjournment of Committee of Adjustment

2023-218 Councillor Fellows – Mayor Jones

THAT the meeting of the Committee of Adjustment to hear application MV 2023-02, filed by Kreator Developments Inc. C/O MP Custom Homes,

18 Rea Court adjourns and the regular meeting of council reconvenes at **7:37 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

REPORTS:

ENG 2023-30 Talbotville Firehall Update

2023-219 Councillor Fellows – Mayor Jones

THAT Report ENG 2023-30 relating to Talbotville Firehall Update, be received for information; and,

THAT Council direct Staff to engage BM Ross to proceed with the issuance of a design-build request for proposal for a new stand-alone fire hall; and,

THAT Council direct Staff to award engineering services for Site Servicing based on successful quotation meeting the purchasing policy.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

DRAINAGE:

Bogart Drain 'C' 2023

Meeting to Consider Report Bogart Drain 'C' 2023

2023-220 Councillor Fellows – Mayor Jones

THAT the Meeting to Consider the Report for the Bogart Drain 'C' 2023 forms at **7:45 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

The Chairperson stated that this the Meeting to Consider the Report for the Bogart Drain 'C' 2023 dates June 9, 2023, prepared by the Engineers Mike DeVos and George Vereyken of Spriet Associates. This report was submitted to the Clerk of the Township of Southwold on June 12, 2023. Council received this report and decided to proceed with this report at our meeting on June 12, 2023. The purpose of this meeting is to allow the landowners and other affected parties to be given the opportunity to voice their concerns relating to any aspect of this report. Matters dealing specifically with assessments including where any land or road has been assessed too high or too low, any land or road that should have h assessed but has not been, or the land use was not duly considered will be dealt with by the Court of Revision at a date to be determined after the passing of a Provisional By-Law.

The Chairperson asked if everyone was notified of this Meeting to Consider the Report of the Engineer in an appropriate way that were required to be notified under the Drainage Act. The Clerk responded, yes. On June 14, 2023, the required notice of this meeting was sent by regular mail, or by email to all landowners and affected parties required to be notified under Section 41 of the Drainage Act. Included with the notice was a copy of the Report of the Engineer for the Bogart Drain 'C' 2023 dated June 9, 2023.

Drainage Superintendent Brent Clutterbuck presented the report on behalf of Mike DeVos.

The Chairperson asked if any landowner or affected parties had any questions or concerns. No questions were asked.

Bogart Drain 'C'2023

2023-221 Councillor Fellows – Mayor Jones

THAT Council consider provisional By-law No. 2023-38 for the Bogart Drain 'C' 2023; and

THAT Council authorizes staff to initiate the tender process, if required, for the improvement of the Bogart Drain 'C' 2023; and

THAT Court of Revision for the Bogart Drain 'C' 2023 will be held virtually/in-person at 7:00 p.m. on August 14, 2023.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

The Chairperson stated that later during this meeting, Council will be passing provisional by-law 2023-38. The Clerk will be mailing a copy of the Provisional By-Law duly passed tonight to the Landowner and affected parties as required by Section 46 of the Drainage Act along with the notice of The Court of Revision for the Bogart Drain 'C' 2023 can be attended in person or virtually on August 14, 2023 at 7:00pm. Any owner of land assessed for the drainage works may appeal to the Court of Revision on any of the following grounds:

1. Any land or road has been assessed an amount that is too high or too low.
2. Any land or road that should have been assessed has not been assessed.
3. Due consideration has not been given to the use being made of the land.

by a written notice setting out the grounds of the appeal at least 10-days before the first sitting of the Court of Revision to the Chief Administrative Officer/Clerk of the Township of Southwold

And further under section 48 of the Drainage Act Any owner of land or any public utility affected by a drainage works, if dissatisfied with the report of the engineer on the grounds that,

(a) the benefits to be derived from the drainage works are not commensurate with the estimated cost thereof.

(b) the drainage works should be modified on grounds to be stated

(c) the compensation or allowances provided by the engineer are inadequate or excessive and may appeal to the Tribunal, and in every case a notice of appeal shall be served within 40 days of the mailing of the Provisional By-Law.

A fact sheet is available that explains the appeals that are available to landowners under the Drainage Act as well as the required forms are available for pick up at the Township of Southwold Office or they could be sent to you by regular mail or email. If anyone has any questions regarding appeals or any other aspect of this work, please contact the Drainage Superintendent Brent Clutterbuck

Adjournment of Mtg to Consider Report – Bogart Drain ‘C’ 2023

2023-222 Councillor Fellows – Mayor Jones

THAT the Meeting to Consider the Report for the Bogart Drain ‘C’ 2023 hereby adjourns and the regular meeting of Council reconvenes at **7:52 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

CORRESPONDENCE:

Council reviewed the items under Correspondence.

Joint Annual Accessibility Status Report 2022

2023-223 Councillor Fellows – Mayor Jones

THAT the report titled “Joint Annual Accessibility Status Report 2022” dated June 13, 2023 from the Elgin County Accessibility Coordinator be received and filed as information; and,

THAT the Council of the Township of Southwold approves the Joint Annual Accessibility Status Report 2022.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

Elgin County and Local Municipal Partners Joint Multi-Year Accessibility Plan 2021-2026

2023-224 Councillor Fellows – Mayor Jones

THAT the Council of the Township of Southwold receives the Elgin County and Local Municipal Partners Joint Multi-Year Accessibility Plan 2021-2026 as information; and,

THAT Council approves the amendments to the Elgin County and Local Municipal Partners Joint Multi-Year Accessibility Plan 2021-2026 which includes accessibility progress, goals and timelines specific to the Elgin County Heritage Centre.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

BY-LAWS:

- By-law No. 2023-36, being a by-law to amend By-law No. 2011-14, Milcz, 37437 Lake Line
- By-law No. 2023-37, being a by-law to amend By-law No. 2011-14, Housekeeping By-law
- By-law No. 2023-38, being a by-law to provide for drainage works – Bogart Drain 'C' 2023

By-laws

2023-225 Councillor Fellows – Mayor Jones

THAT By-law Nos. 2023-36 and 2023-37 be read a first and second time, considered read a third time and finally passed this 26th day of June 2023.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

2023-226 Councillor Fellows – Mayor Jones

THAT By-law No. 2023-38 be read a first and second time this 26th day of June 2023.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

OTHER BUSINESS:

No business

CLOSED SESSION:

2023-227 Councillor Fellows – Mayor Jones

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at **7:57 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)) – Shedden/Fingal Sanitary Sewers

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

Adjournment of Closed Session

2023-228 Councillor Fellows – Mayor Jones

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:31 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

STAFF DIRECTION

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

BY-LAW:

- By-law No. 2023-39, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on June 26, 2023

Confirming By-law

2023-229 Mayor Jones – Councillor Fellows

THAT By-law No. 2023-39 be read a first and second time, considered read a third time and finally passed this 26th day of June, 2023.

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

ADJOURNMENT:

2023-230 Councillor Fellows – Mayor Jones

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **8:32 p.m.**

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		
S. Fellows	√	
G. Jones – Mayor	√	
J. Pennings	√	

CARRIED

Deputy Mayor
Justin Pennings

CAO/Clerk
Jeff Carswell



Southwold Economic Development Committee

Meeting Minutes

Tuesday, August 17th, 2021 at 8:30 am
Webex Meeting

Voting Members

Present: Councillor Justin Pennings
Steve Bushell
Jim Carder
Hiba Arabi
Barry Harrison
Grayden Laing

ABSENT: Councillor Peter North

Staff: Lisa Higgs, CAO/Clerk
Jeff Carswell, Treasurer

1. Call to order

Vice-Chairperson Justin Pennings called the meeting to order at 8:35 a.m.

2. Confirmation of Agenda

Moved by Steve Bushell – Seconded Jim Carder

Resolved that the Agenda for the April 27, 20021 meeting be approved as printed and circulated.

CARRIED.

3. Minutes from Previous Meeting

Moved by Jim Carder – Seconded by Steve Bushell

Resolved that the minutes from the April 27, 2021 meeting be approved as printed and circulated.

CARRIED.

4. New Business

New Brand

Township CAO/Clerk Lisa Higgs presented the new Township Brand and Website to the Committee. The presentation included examples of where and how the brand can be used and the associated tag line for the brand. The Township's new website with the Brand applied was reviewed with the Committee. The Committee discussed various options to further promote the brand and the Township of Southwold. Staff was directed to inquire about the large billboard on the Luyks property on the southside of the 401, as it has not been updated for sometime.

Other Updates:

CAO/Clerk Lisa Higgs provided updates on:

- former Ford property and sale to Broccolini, development activity, site plan agreement and cooperation with the County and Province on moving this project forward
- Other industrial development opportunities and inquiries
- Elgin County OP Review
- Talbotville Residential Development

Community Economic Development Plan

The committee reviewed the update on the Community Economic Development Plan Action Items.

There were no updates from Business Visits.

The next meeting is scheduled for June 1, 2021 at 8:30 a.m.

5. Adjournment

Moved by Grayden Laing – Seconded Barry Harrison

That the meeting does now adjourn at 9:28 a.m.

CARRIED.

Vice Chair, Justin Pennings

Staff Resource, Jeff Carswell



Southwold Economic Development Committee

Meeting Minutes

Wednesday, June 28th, 2023 at 8:00 am
Council Chambers/Webex Meeting

Voting Members

Present: Deputy Mayor Justin Pennings
Councillor John Adzija
Steve Bushell
Barry Harrison
Grayden Laing

ABSENT: Hiba Arabi

Staff/Resource: Jeff Carswell, CAO/Clerk
Aaron Van Oorspronk, Director of Infrastructure and Development
Josh Mueller, Planner
Carolyn Krahn, Manager of Economic Development
and Strategic Initiatives
Rod Rattray, Elgin Business Resource Centre

1. Call to order

CAO/Clerk Jeff Carswell called the meeting to order at 8:10 am.

2. Introductions

Since there was a considerable amount of time since the last meeting and there have been some staff changes, committee members and staff introduced themselves. The CAO/Clerk advised that Jim Carder has resigned from the

Committee.

3. Election of Chairperson and Vice Chairperson

Being the inaugural meeting since the 2022 Municipal Election and reappointment of Committee Members, the CAO/Clerk called for nominations for Committee Chairperson and Vice-Chairperson.

Deputy Mayor Justin Pennings was elected as Chairperson and Councillor John Adzija was elected Vice-Chairperson.

Deputy Mayor Pennings assumed the Chair.

4. Confirmation of Agenda

The committee approved the agenda for the June 28, 2023 meeting.

5. Minutes from Previous Meeting

The committee approved the minutes from the August 17, 2021 meeting.

6. EDC Terms of Reference

The Terms of Reference for the EDC were circulated with the agenda and reviewed by the committee. The Terms of Reference provide guidance, objectives and the role of the committee.

7. Updates from Staff and Committee Members

The Committee and support staff discussed and provided updates a wide range of items including:

- Amazon / Broccolini Property Development – Occupancy should be issued before the end of the month; however, the latest understanding is the site will not be operational until mid/late 2024. Staff provided some updates on additional property owned by Broccolini and a current severance application for the southwest corner.
- Surrounding Economic Development Activity – St. Thomas Volkswagon Battery Plant – The Committee had a general discussion about the potential impact and news related to the Volkswagon Battery Plant.

- Provincial Direction on Housing – More Homes Built Faster Act – Josh Mueller and Aaron Van Oorspronk provided an update and potential impact for the Township.
- MTO Highway 3 / 4 Study – The Notice of Study document was circulated to the Committee for information. The Study will explore a new Highway 3 alignment bypassing Talbotville and widening the existing Highway 4 from the bypass to Clinton Line. The potential impact on the surrounding area, including potential opportunities for the area were discussed.
- Development Updates – Josh Mueller and Aaron Van Oorspronk provided updates on the various development activities taking place in the Township. Based on current proposals and inquiries, the Township's population could potentially double.
- Sanitary System Updates – Aaron Van Oorspronk provided updates on Sanitary Systems. In particular, the challenges with the Talbotville Wastewater Treatment Plant and the need for expansion for future development in the Talbotville area, participation in the City of St. Thomas Sanitary Study and investigation of options for pumping Shedden/Fingal sanitary to the Central Elgin Plant north of Port Stanley.
- Strategic Plan Update – Key Findings Report – Next Steps/Input to Council – Following the election, Council directed that the Strategic Plan be reviewed and updated. This project started in the spring with community workshops conducted by a facilitator. Council will be having a Priorities Workshop shortly, after which the consultant will prepare a Strategic Plan document. The Key Findings Report was provided in the agenda package for members.
- Key points raised throughout the discussion items included:
 - Workforce – where will employees come from and will there be a negative impact on local, small businesses if they must compete with Amazon, Volkswagen, Etc.
 - Transportation – for employees, but also people living in the Township
 - Impact on Taxation – will the growth help to maintain/lower tax burdens
 - High costs associated with Sanitary Sewers, especially for smaller systems

8. Community Economic Development Plan

The CAO/Clerk provided information on the Community Economic Development Plan Action and how progress on the Plan is being tracked and documented. This will be further reviewed at a future meeting.

9. Direction/Focus for Upcoming Meetings

This meeting included a wide range of updates and items to re-engage the committee after a length break. The committee expressed interest that the upcoming meetings include items that are forward looking and will move economic development ahead in the Township.

In order to maintain a diverse committee membership and in light of the recent member resignation, there was discussion about including additional members. Committee members will reach out to potential new members that may be interested in serving on the committee.

10. Next Meeting

The next meeting will be held on Wednesday, August 2, 2023 at 8 am.

11. Adjournment

The meeting adjourned at 9:31 am.

Chairperson, Justin Pennings

Staff Resource, Jeff Carswell



Bill 229
Inventory of Programs
and Services and Categories of
Programs and Services Agreement
July 10, 2023

Presentation by:
Mark Peacock, P.Eng.
CAO / Secretary-Treasurer

Inventory of Programs and Services

- ▶ Required to be reported to the minister, member municipalities and made public by Feb. 28, 2022 - **Completed**
- ▶ The Inventory is a “living” document and changes can be made as the province provides more information and consultation of document with municipalities is completed
- ▶ Staff have prepared the most up-to-date document possible, however details will change as the province continues to provide guidance

Categorizing all Programs and Services

- ▶ Category 1: Mandatory programs and services where municipal levy could be used without any agreement
- ▶ Category 2: Non-mandatory programs and services at the request of a municipality with **municipal funding through an agreement**
- ▶ Category 3: This category includes other non-mandatory programs and services the CA determines are advisable. These may use **municipal levy through an agreement**

Providing Current and Ongoing Costs for Categorized Programs and Services of the LTVCA

- ▶ Changes to the budget have been occurring as the LTVCA responds to the strategic plan
- ▶ Significant changes have occurred to the LTVCA budget in response to COVID-19
- ▶ Many elements of these changes will continue into future budgets
- ▶ Significantly more funding through self generated revenue has occurred over the last 3 years

Assumptions for Preparation of Inventory

- ▶ Surplus non-mandatory funds will not be used to offset mandatory programs
- ▶ Where possible surplus funds will be used in the area of business that they are generated within

Types of Funding for Programs

- ▶ Municipal Levy
- ▶ Self-Generated – includes fees, grants, donations
- ▶ Special Levy – Flood Control Structures, CK Greening
- ▶ Provincial Funding – Section 39 and CMOG (museum grant)
- ▶ Note: Non-mandatory programs have significant self generated and grant funding

Example of Lower Thames Valley Conservation Authority

Inventory of Programs and Services, Draft: Feb 16, 2022

LTVCA Code(s)	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Average Annual Costs	Funding mechanism and percentage of costs
Natural Hazard Management Program Program Description: Conservation Authorities are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes: development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education and public awareness.						
GENREGS (1)	Section 28.1 Permit Administration	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, consultants and legal costs.	1	CA Act	\$190,500	Municipal Levy – 34%, Self-Generated – 66%
REGSPPLAN-OPS39 (2), REGPLAN-WPP39(2), REGSPPLAN (3) 80%	Municipal Plan Input and Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances). Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of MNRF (delegated to CAs in 1983). Input to the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses and Sec. 28 permit requirements. Include property inquiries here	1	CA Act	\$110,000	Municipal Levy – 87%, Self-Generated – 13%
REGSPPLAN (3) 20%	Plan Review Not Related to Natural Hazards	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).	2	CA Act	\$17,300	Municipal Levy – 100%,
Flood-Comm (4), Flood-Data (4), Flood-Train (4), Flood-Oper (4), Flood-Res (4)	Flood Forecasting and Warning	Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow course. Flood event forecasting. Flood warning, communications and response. Equipment maintenance. Annual meeting with municipal flood emergency coordinator.	1	CA Act	\$165,100	Municipal Levy – 51%, Provincial – 49%

Developing the Municipal Agreement for Category 2 and 3 Levy - Background

- ▶ Have been and will be meeting with municipal staff and neighbouring CA staff regarding format
- ▶ Used the format proposed by Ausable-Bayfield Conservation Authority – that shares one our the LTVCA municipalities
- ▶ Same general format being used by neighbouring CAs
- ▶ Agreement asks for continued funding for all program areas

Specifics of Agreement - Changes

- ▶ Was brought to the board for initial approval in October 2022 – prior to new board sitting
- ▶ Bill 23 resulted in changes to the agreement which include removal of non-permitted services e.g. natural heritage
- ▶ Amended Agreement was approved by LTVCA Board on April 20, 2023

Recommendation

- ▶ Recommend Approval of LTVCA Inventory of Programs and Categories of Programs and Services Agreement

CAO/Clerk Comments:

Township Staff have reviewed the agreement and would also recommend approval.

Questions

ABOUT US

Our Vision

The LTVCA...for
a balanced &
healthy
watershed

Our Mission

Leading by example
in environmental
protection in
partnership with
the community

Our Core Values

Respect, integrity,
commitment, objectivity, &
collaboration





Township of Southwold Strategic Plan

Strategic Priorities Workshop July 10, 2023





Agenda

- Review key findings
- Your thoughts on key findings
- Narrow down and confirm strategic priorities
- Identify strategic actions



Strategic Planning Process



KEY FINDINGS



4



Key findings: Demographics



5



The population was 4,990 in 2022, up 9% over 5 years



The Township is younger than many rural communities. 46% of households have children compared to 37% across the country.



26% of the 2021 population did not live in the Township in 2016



Southwold's population is not as diverse as the province overall
80% of residents are at least 3rd generation Canadian

Key findings: Housing & income



6



92% of households own their home



Dwellings are relatively large
72% have 7+ rooms compared to 40% across Canada



Average dwelling costs higher than benchmark communities
\$655,000 in 2021



Southwold has relatively high income levels, 26% of households reported over \$150,000, just 4% were below the poverty line

Key findings: Employment



7



Southwold has a high workforce participation rate
69% of the adult population was in the workforce in 2021



18% self employment (higher than benchmark communities)



The vast majority of the workforce leave the Township for work.
Only 12% of commuters, work in Southwold.



22% of residents worked from home in 2021 compared to 10% in 2016



Southwold has the lowest share without grade 12 education (6%).
49% age 25-64 have college or non university post secondary education

Key findings: Business Profile



8



There were 156 employer businesses in Southwold in 2022 up from 143 in 2019



Most businesses are small. Only 5 had 50 or more employees



Agriculture is a key component of the economy (150+ farms as of 2021)



Top employer establishments are agriculture (35), construction (30), transportation (14) and personal services (12)

Consultation

Included: Staff, Council, community stakeholders, residents



4

Focus Groups



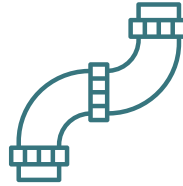
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Completed Surveys

Workshops Themes



**Rural lifestyle &
population growth**



**Infrastructure
needs**



**Protecting
farmland**



**Fiscal responsibility
and accountability**

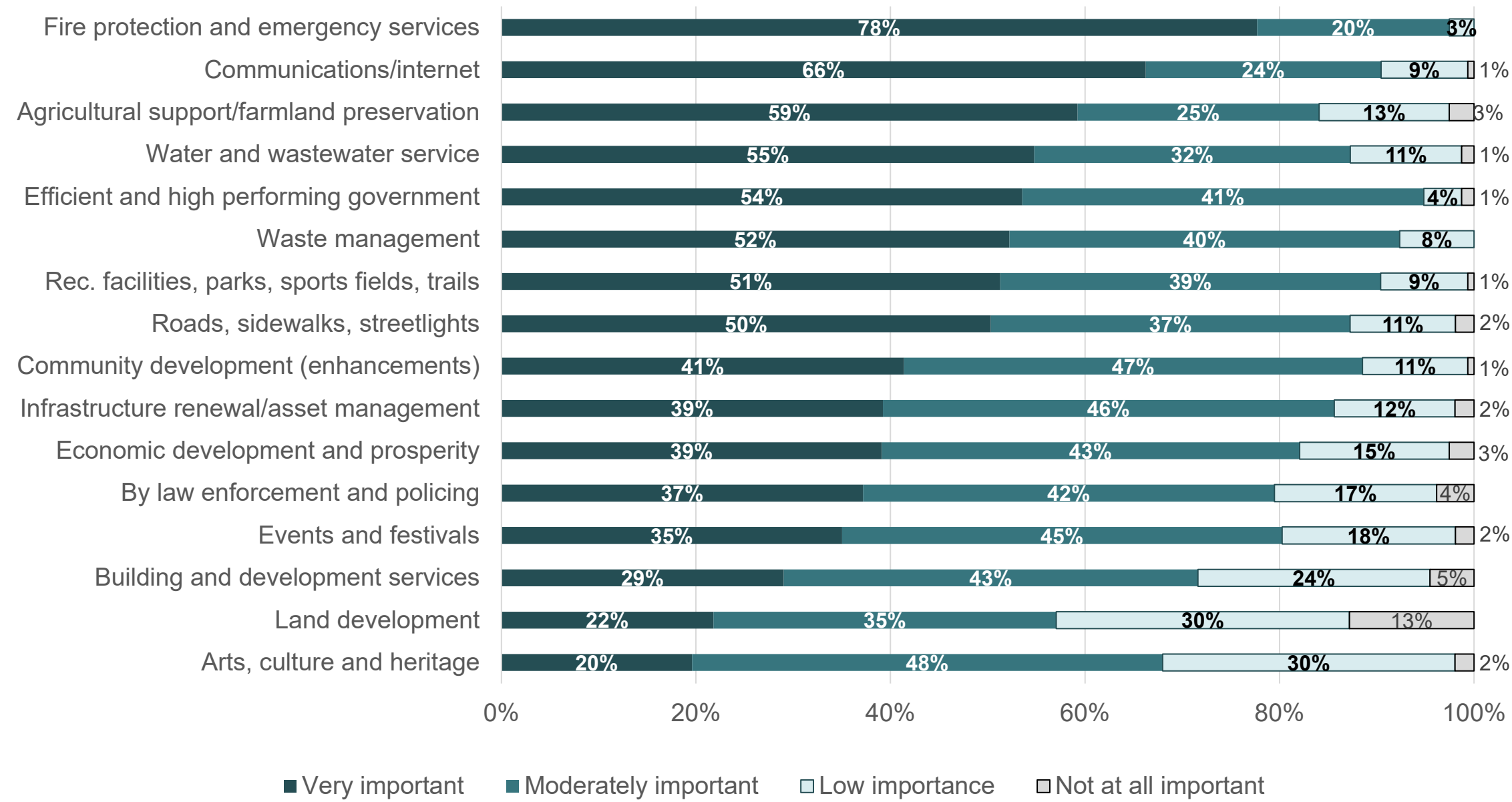


**Complete
communities**

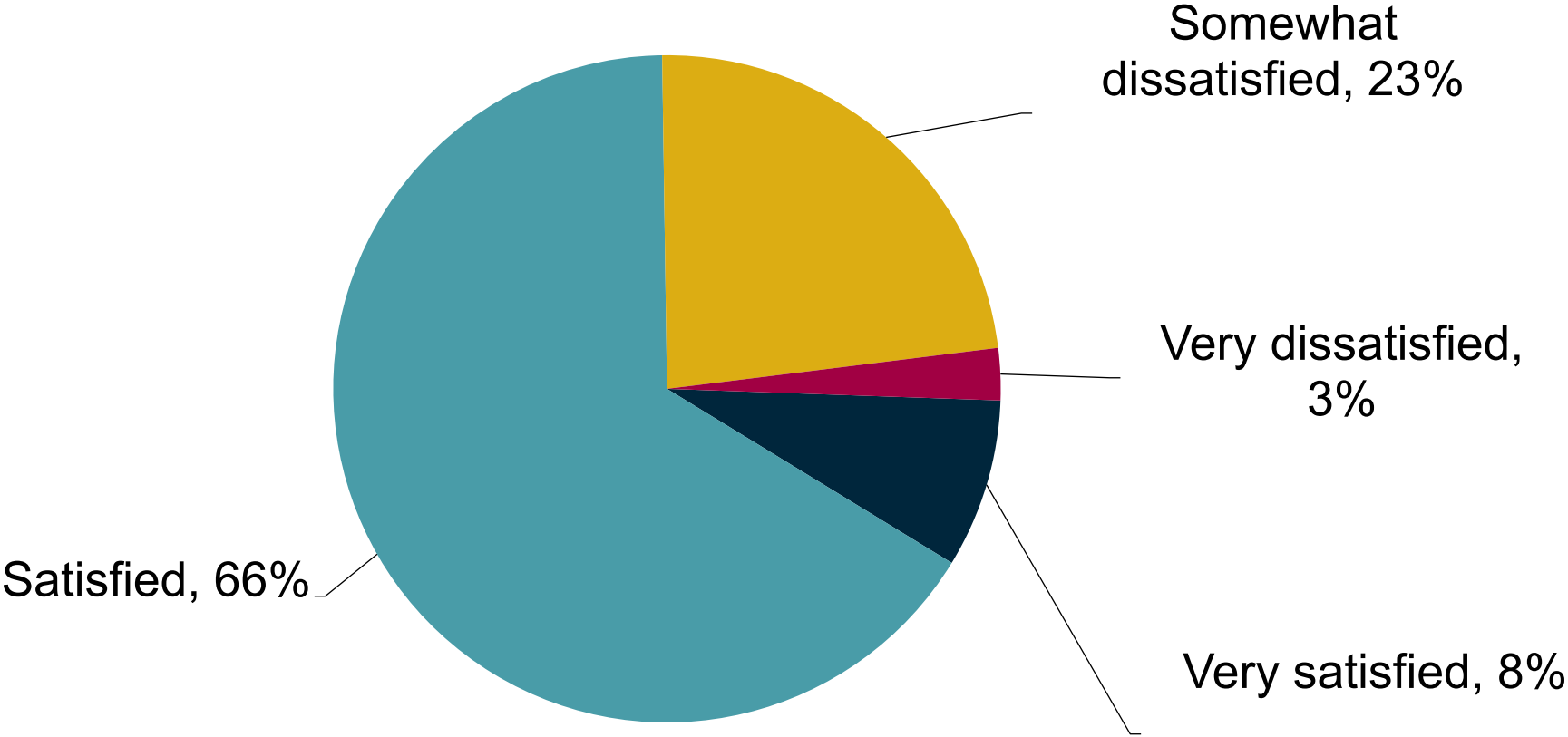


**Economic development
and tourism**

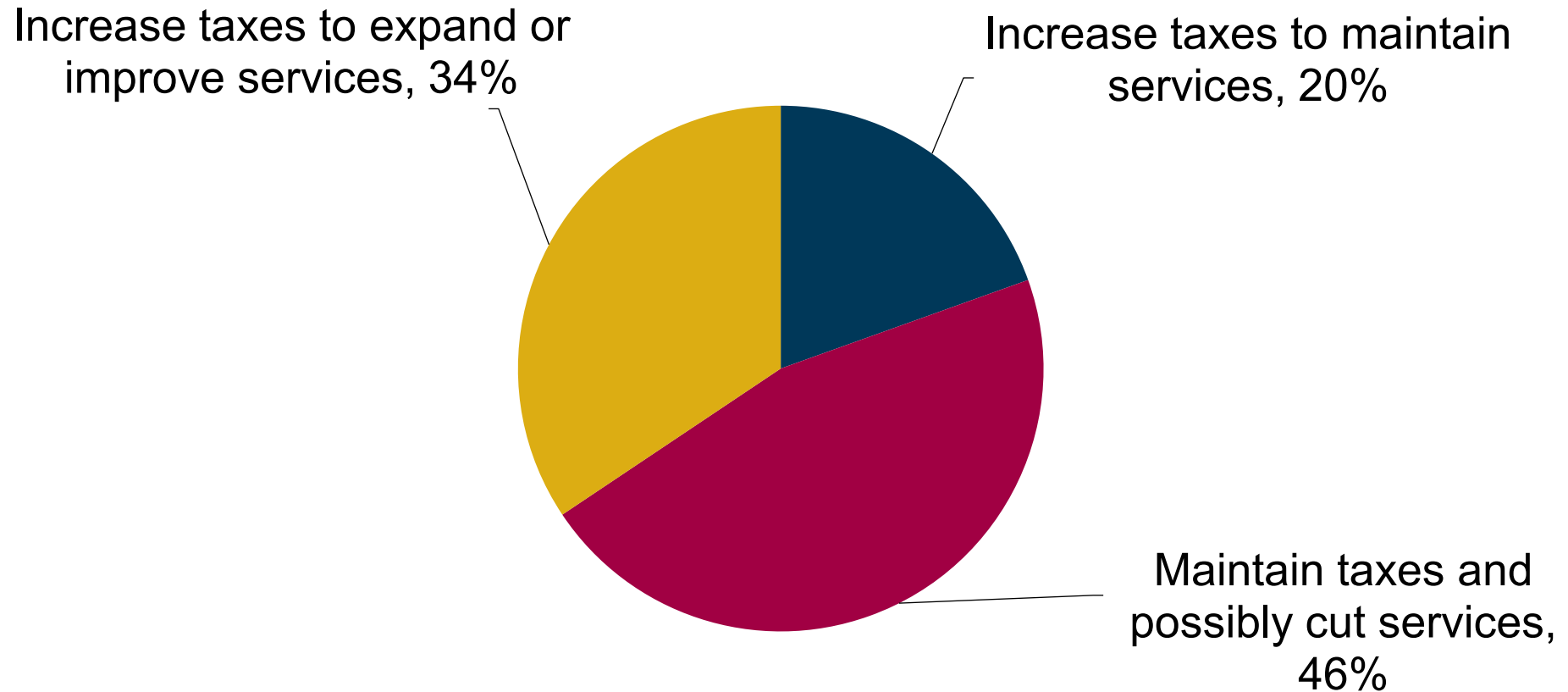
Which of the services provided by the Township are most important to you?



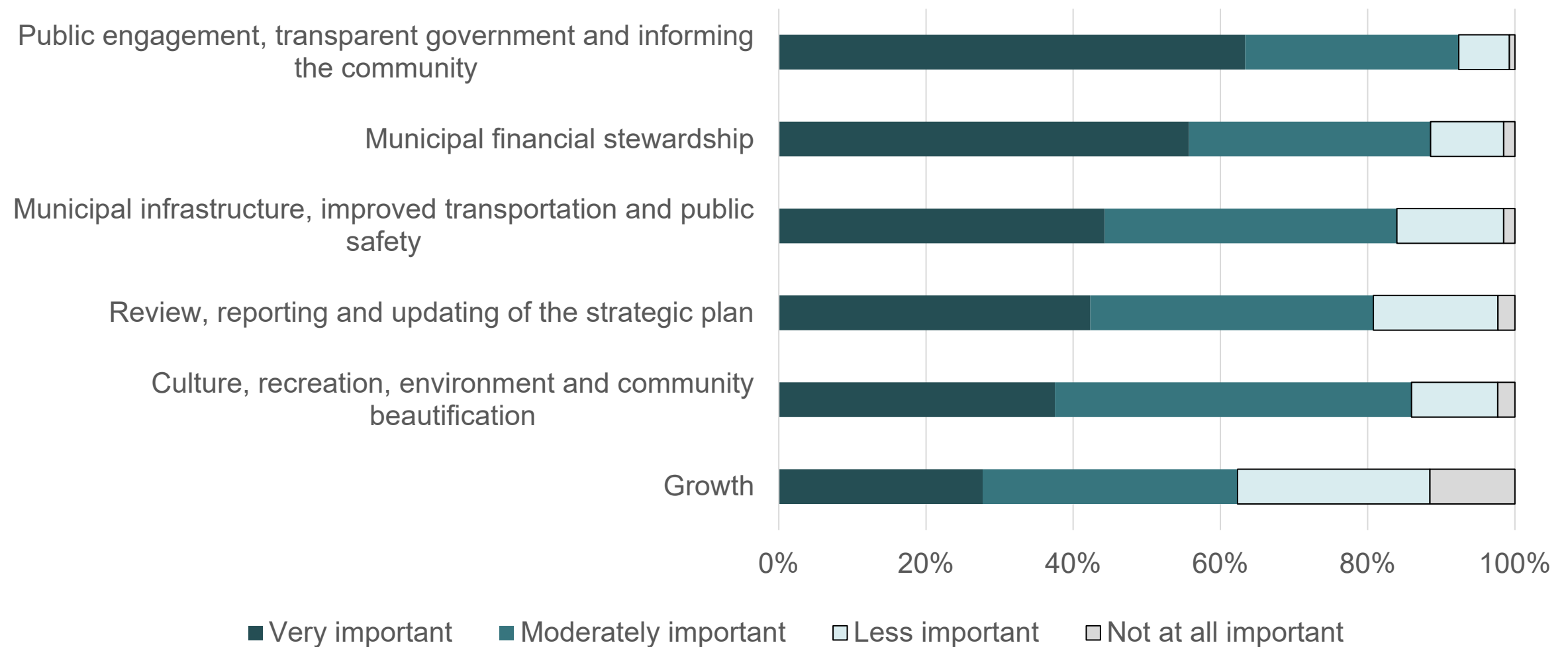
What is your level of satisfaction with current Township services?



Which option would you most prefer?



How important are these goals to you?



Priorities for Council – key themes

Mentions



Vision for the Township of Southwold

Key Themes



SOUTHWOLD'S STRATEGIC PLAN



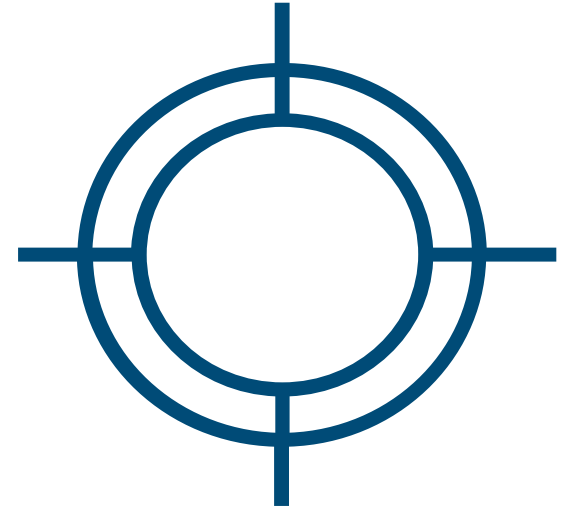
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Strategic Priorities



Areas of focus that will
provide the foundation
for the strategic plan



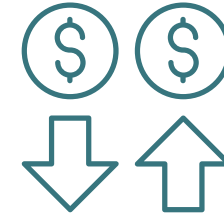
Strategic Priority Considerations



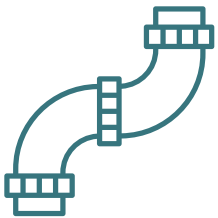
Managing growth



Farmland protection



**Cost management and
accountability**



Infrastructure



**Complete
communities**



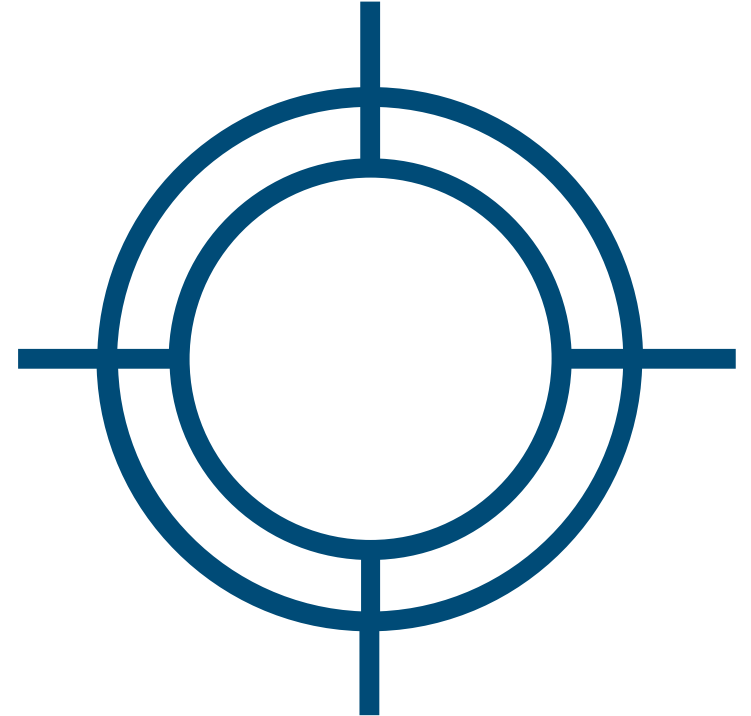
**Economic
development**

Focus



How can we narrow down the priority areas?

Where can Southwold Council have the most impact?



Strategic Actions



What are the most obvious solutions to address these strategic priorities?

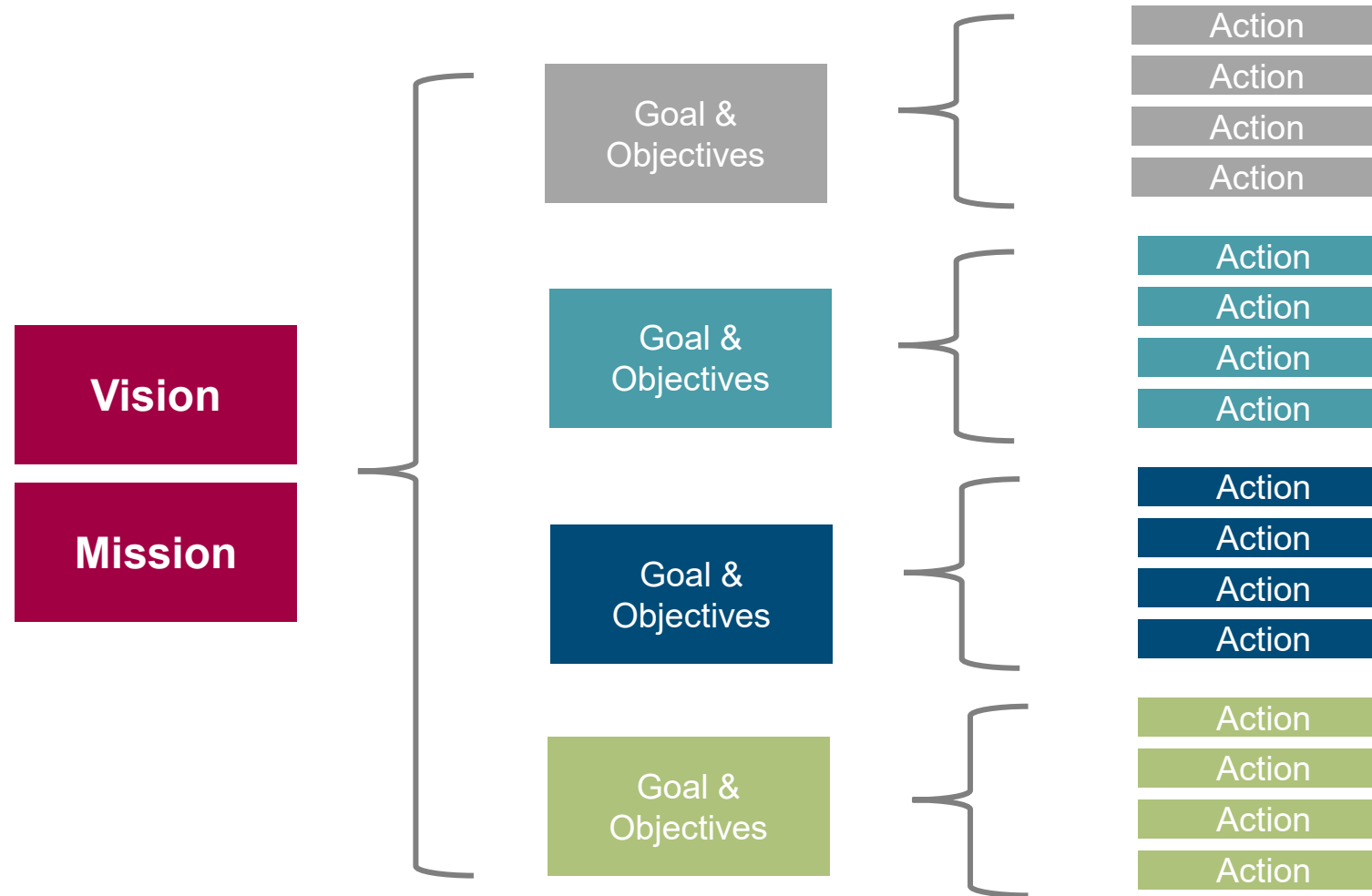
How will we know if we got it right?



Strategic Planning Process



Strategic Plan Elements



Final Thoughts



Your thoughts on today's discussion



Thank you!



Aileen Murray B.Comm, Ec.D. (F)

Mellor Murray Consulting Inc.

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TOWNSHIP OF
Southwold



TOWNSHIP OF SOUTHWOLD

Updated Strategic Plan

Key Findings Report

June 2023

 **mellor
murray**
CONSULTING INC.

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1. Introduction

The Township of Southwold has initiated the process to update the Municipal Strategic Plan. The Strategic Plan will provide direction for the new term of Municipal Council.

This Initial Findings Report provides the context for the updated Strategic Plan. It includes the results of the research and analysis in Phase 1 of the strategic planning process and the community consultation in Phase 2.

Figure 1: Strategic Planning Process



2. Document Review

A detailed review of the previous strategic plan, policies and other documents provides context for the development of the new Strategic Plan. A review of the following documents provides a foundation for the new strategic plan. A summary of these documents is included in the appendix.

Township of Southwold

- Strategic Plan 2018 - 2022
- Strategic Plan Updates 2019, 2020, 2021, 2022
- Township of Southwold Official Plan
- Economic Development Plan, 2020
- Southwold Parks Strategic Plan, 2014
- Development Activity as of April 11, 2023

Elgin County

- Official Plan Housing and Affordability Discussion Paper, 2021
- Draft Official Plan, 2023
- Transportation Master Plan Needs and Opportunities, 2022
- Vacant Employment Land Inventory



3. Economic and Demographic Analysis

3.1 SUMMARY OF KEY FINDINGS

Table 1: Key Economic and Demographic Findings

Key finding:	Summary:
Population has increased by 9% over 5 years	<ul style="list-style-type: none">Based on Canada's annual population projections, after a number of years of population decline, the population began to rise in 2015. Southwold's five-year growth rate was second among 7 benchmark communities (2017-2022).
Southwold is younger than many rural communities	<ul style="list-style-type: none">46% of Southwold's households have children compared to just 37% across the country.Southwold ranked 1st among 7 benchmark communities for the share of residents reporting child tax benefits in 2020 (14% above the country overall).
Southwold is home to large households	<ul style="list-style-type: none">There are 2.8 residents per household, which is well above the benchmark communities as well as Ontario and Canada.
Southwold has relatively high income levels	<ul style="list-style-type: none">Southwold has the highest median personal income among the benchmark communitiesThe second highest median employment income (full time workers).10% of tax filers from Southwold reported at least \$100,000 in employment income.Southwold has the highest average household income (\$121,600) and the highest average income taxes paid among the benchmarks.26% of households reported at least \$150,000 income; 2nd among the benchmark communities.
Southwold has rock bottom poverty rates	<ul style="list-style-type: none">4% of Southwold residents were below the poverty line in 2021 (10% across Ontario).Only 3% of residents below the age of 18 were below the poverty line.Only 2% of Southwold residents reported earning social assistance benefits in 2020.
Southwold has considerably more self-employed	<ul style="list-style-type: none">As a share of tax filers, 66% more reported self-employment income in 2020 (2nd among the benchmark communities).18% of tax filers defined themselves as self-employed in the Census.



Key finding:	Summary:
The Township's population is not as diverse as the province overall	<ul style="list-style-type: none"> • Immigrants make up 7% of the population (6th of the 7 benchmarks). • Nearly 80% of residents are at least 3rd generation Canadian. • Only 2% are visible minorities (Southwold ranks 4th of the 7 benchmarks). • Only 2% of residents are of Indigenous heritage.
Most people own their housing	<ul style="list-style-type: none"> • 92% of households are owned vs. rented, placing Southwold 1st among the benchmark communities.
New construction has been robust	<ul style="list-style-type: none"> • Between 2016-2021, there were more houses built than any other five-year period since 1960.
Dwellings in Southwold are relatively large	<ul style="list-style-type: none"> • 72% of dwellings have at least 7 rooms compared to 40% across the country.
Shelter costs are not a major concern but...	<ul style="list-style-type: none"> • Only 6% of households spend 30% or more on shelter costs – the lowest share among the 7 benchmarks compared to 18% across Ontario. • That is mainly due to the higher incomes. The cost of an average dwelling was higher in Southwold than any of the benchmark communities (\$655,000 in 2021). The average monthly shelter costs were also higher at \$1,432/month.
People are moving to Southwold	<ul style="list-style-type: none"> • As of 2021, 26% of the population aged 5 and older did not live in the Township in 2016. Almost all new residents moved from elsewhere in Ontario.
Southwold's population has the lowest share without grade 12 education	<ul style="list-style-type: none"> • At 6% of the 25-64 population, the share of the population without high school is the lowest among the benchmark communities. • 49% of the 25-64 population have college or other non-university post-secondary education (1st among the benchmark communities).
Southwold has relatively high workforce participation	<ul style="list-style-type: none"> • Nearly 7 in 10 (69%) of the adult population were in the workforce in 2021 (1st among the benchmark communities). • Southwold's unemployment rate in 2021 was high (12%) but that was influenced by the COVID-19 pandemic. (It was 4% in 2016).



Key finding:	Summary:
Southwold residents are more likely to work in agriculture, construction, manufacturing and health care	<ul style="list-style-type: none"> The vast majority leave the Township each day for work. Only 12% of those who commute to work each day (excluding home-based workers and those with no fixed workplace address), work in Southwold.
Southwold workers have a relatively short commute to work	<ul style="list-style-type: none"> Only 28% have a 30 minute one-way commute each day, the lowest share among the benchmarks.
Home-based work was up in 2021 but likely due to the pandemic	<ul style="list-style-type: none"> 22% of workers worked from home in 2021 compared to only 10% in 2016.
The number of employer businesses in Southwold has been increasing since 2019	<ul style="list-style-type: none"> There were 156 employer businesses in Southwold in 2022 up from 143 in 2019. There were only 5 businesses with 50 or more employees.
There has been an increase in construction and transportation businesses	<ul style="list-style-type: none"> The top sectors for employer establishments are agriculture (35), construction (30), transportation (14) and personal services (12). There are 4 more construction firms and 3 more transportation firms compared to 2019.
Agriculture is the backbone of the economy	<ul style="list-style-type: none"> Southwold has 150+ farms (2021 Census of Agriculture). There are 32 farms per 1,000 population in Southwold compared to 15 farms per 1,000 across Elgin County and just three farms per 1,000 across the province. Southwold farmers produced 2.2 million eggs and 1.6 million kgs of poultry in 2020. Soybeans and winter wheat are the main crops. There is a large greenhouse operation producing cucumbers. Southwold farmers raise 1,776 cattle – three times as many as the province overall (per capita). Southwold farmers reported 29,893 pigs in 2021 which is 22 times more per capita compared to the province overall.



3.2 INTRODUCTION

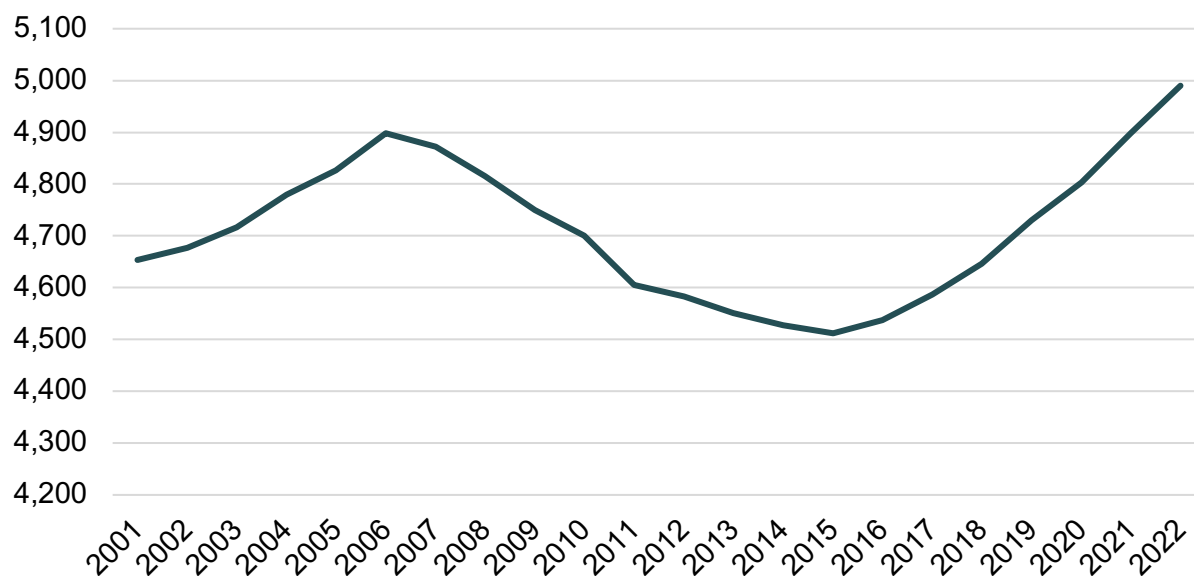
This economic and demographic review is based primarily on Statistics Canada data. It includes a variety of analytical tools to set the community's economic and demographic situation in context including historical context and location quotient (LQ). The Township of Southwold is compared to six benchmark communities: Strathroy-Caradoc, North Middlesex, Southwest Middlesex, Central Elgin, West Elgin, Dutton/Dunwich as well as Ontario and Canada to provide context. The benchmark communities were chosen because they are similar to the Township of Southwold in size, location or proximity to the City of London. Unless otherwise indicated, the geographic area used is the Township (Census subdivision).

3.3 POPULATION AND HOUSEHOLD TRENDS

Population change

There are two Statistics Canada sources of population data for the Township of Southwold: annual population estimates and five-year Census counts. Using the annual estimates, the population of Southwold increased by just under 2% between 2021 and 2022. There were an estimated **4,990** people living in the community as of July 1, 2022. As shown in Figure 1, this is a continuation of solid population growth in recent years. After a number of years of population decline, the municipality has experienced consistent population growth since 2015. The population is up by nearly 9% in the past five years

Figure 2: Population growth by year, using annual estimates, Southwold



Source: Statistics Canada Table 17-10-0142-01.



Table 2 compares Southwold's population growth to the benchmark jurisdictions. On a one-year basis, Southwold ranks third among the seven comparator municipalities and on a five-year basis, it ranks second. Over five years, the population increased faster than both the provincial and national growth rates. However, over the 10-year period, Southwold ranked fourth out of seven jurisdictions.

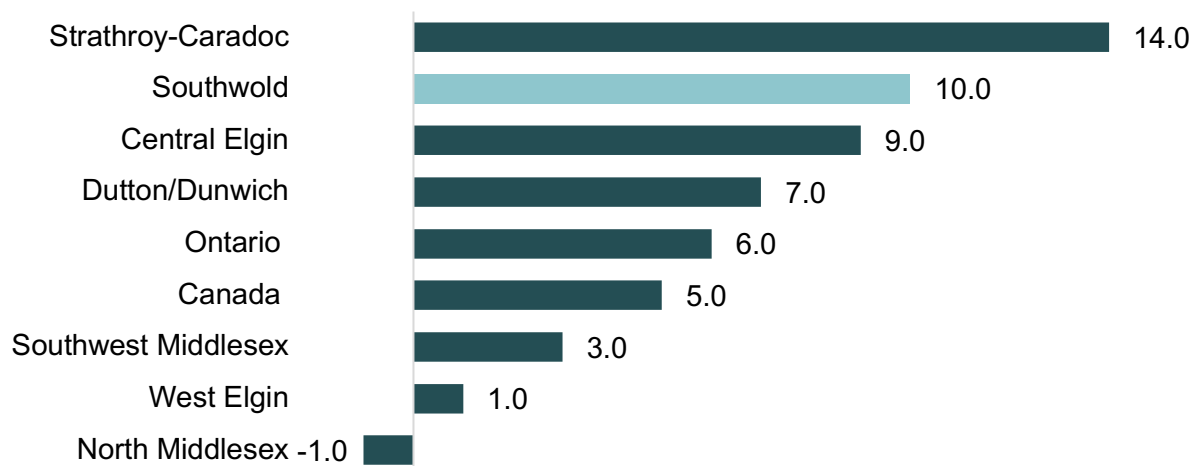
Table 2: Population growth rates, benchmark communities

	1 Year	5 year	10 year
Southwold	1.9%	8.8%	8.9%
Strathroy-Caradoc	3.0%	10.2%	11.6%
North Middlesex	1.0%	3.0%	-0.4%
Southwest Middlesex	2.4%	6.6%	9.6%
Central Elgin	1.4%	7.2%	7.9%
West Elgin	0.7%	2.4%	-1.4%
Dutton/Dunwich	1.2%	6.9%	9.6%
Ontario	2.0%	7.4%	12.8%
Canada	1.8%	6.5%	12.1%

Source: Statistics Canada Table 17-10-0142-01.

Using the 2021 Census data, Southwold benefited from solid population growth of 10%, making it the second fastest among the seven benchmark communities and faster than both the provincial and national growth rates. The Census counted 4,851 people living in the community as of July 1, 2021 (similar to the 4,898 using the annual population estimates).

Figure 3: Population growth (% change), Census data, 2016-2021



Source: Statistics Canada 2021 Census



Population by age group

Table 3 shows the population breakdown by age group. Southwold is older than the province overall measured by median age and by the share of the population under the age of 15. However, compared to the benchmark communities, Southwold is one of the youngest. Only 20% of the population is aged 65 and older, the lowest share among the seven benchmark communities.

Table 3: Population by age group, 2021

	Population	% of total 0 to 14	% of total 15 to 64	% of total 65 +	Median age
Southwold	4,850	18%	62%	20%	44
Central Elgin	13,745	15%	63%	23%	49
Dutton/Dunwich	4,150	18%	63%	20%	44
West Elgin	5,060	15%	61%	24%	49
Southwest Middlesex	5,895	18%	61%	21%	45
Strathroy-Caradoc	23,870	17%	62%	22%	44
North Middlesex	6,310	18%	60%	22%	44
Canada	36,991,980	16%	65%	19%	42
Ontario	14,223,945	16%	66%	19%	42

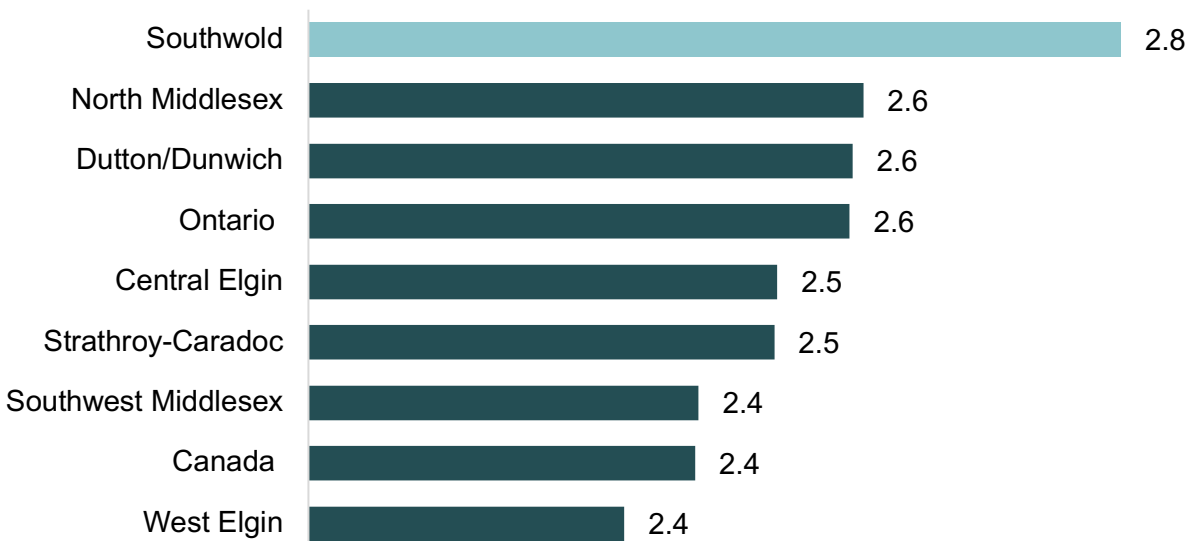
Source: Statistics Canada 2021 Census

Household size and presence of children

One of the key differentiating features of Southwold is the average household size. As shown in Figure 4, there were 2.8 people per household which was considerably higher than the benchmark jurisdictions.



Figure 4 Average household size, 2021



Source: Statistics Canada 2021 Census

Table 4 provides further insight into the size of households. In Southwold, only 17% of households have only one occupant compared to 29% across the country. On the other end of the spectrum, 12% of households in Southwold have five or more persons compared to only 8% across the country. In other words there are 50% more households with five or more persons in Southwold compared to the country overall.

Table 4: Households by size, % of total, 2021

	Southwold	Canada
1 person	17%	29%
2 persons	37%	34%
3 persons	17%	15%
4 persons	18%	13%
5 or more persons	12%	8%

Source: Statistics Canada 2021 Census

The higher number of residents per household is related to the higher share of households with children in Southwold. Figure 5 shows that nearly half (46%) of households have children compared to 40% or less among the benchmark municipalities.



Figure 5: Percentage of households with children, 2021



Source: Statistics Canada 2021 Census

3.4 INCOME PROFILE

The Census provides detailed information on personal and household income based on the annual tax filing information. The 2021 Census data was likely influenced by the COVID-19 pandemic.

Personal income profile

Table 5 shows several key income characteristics for Southwold and the benchmark jurisdictions. The median indicates the income level at which half the workers are above, and half are below. Average income considers the influence of earners at the higher and lower end of the spectrum.

Southwold has the second highest median personal income among the benchmark jurisdictions at \$46,800, 14% higher than the median personal income across the country. There is a considerable variation between the municipalities with West Elgin's median personal income level at level 7% below the national level.

The table also shows the median employment income and the median employment income for full time, full year workers. Southwold ranked third among the benchmark municipalities for median employment income, behind Central Elgin and Strathroy-Caradoc. Southwold was second among the benchmark municipalities for full time and full year workers.



The average employment income in Southwold for a full time, full year worker was \$75,300, higher than all benchmark municipalities, but lower than the Ontario and Canada levels.

Table 5: Personal income profile, 2021

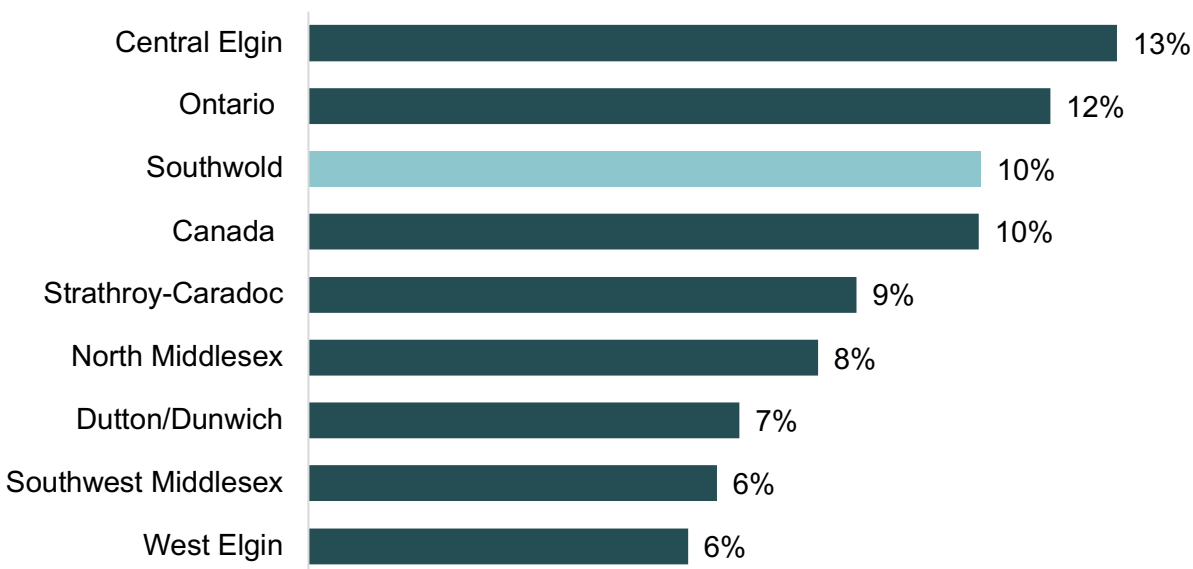
	Median personal income	CAN= 1.00	Median employment income	Median employment income for full time, full year workers	Avg. employment income for full-year full-time workers	CAN= 1.00
Southwold	\$46,800	1.14	\$38,800	\$64,500	\$75,300	0.98
Central Elgin	\$48,000	1.17	\$41,200	\$66,500	\$75,200	0.97
Dutton/ Dunwich	\$42,800	1.04	\$38,400	\$61,600	\$67,400	0.87
West Elgin	\$38,400	0.93	\$32,000	\$54,800	\$58,600	0.76
Southwest Middlesex	\$40,000	0.97	\$34,400	\$55,200	\$61,850	0.80
Strathroy-Caradoc	\$42,800	1.04	\$39,600	\$60,400	\$68,400	0.89
North Middlesex	\$43,200	1.05	\$36,800	\$56,800	\$62,250	0.81
Ontario	\$41,200	1.00	\$38,000	\$67,000	\$82,400	1.07
Canada	\$41,200		\$37,200	\$63,600	\$77,200	

Source: Statistics Canada 2021 Census

The Census also provides a breakdown of personal income by range of income. Figure 8 shows the share of the population age 15 and over that reported at least \$100,000 in personal income in 2021. Southwold was second among the benchmark municipalities behind Central Elgin. The share of individuals earning \$100,000 or higher was 10%.



Figure 6: Percentage of individuals reporting \$100,000+ income, 2021



Source: Statistics Canada 2021 Census

Household income profile

When it comes to household income, Southwold leads the benchmark communities on most indicators. As shown in Table 6, the average household income in the Township was \$121,600, 14% above the average household across the country. As with personal income there was a wide spread among the benchmark municipalities with West Elgin households reporting average income 20% below the national level. Southwold households contribute the most income tax revenue to governments. The average household paid \$20,500 in income tax (net of all deductions). All households combined contributed over \$35 million.

The average income for two or more person households in Southwold was \$135,200, the highest amount the benchmark communities.



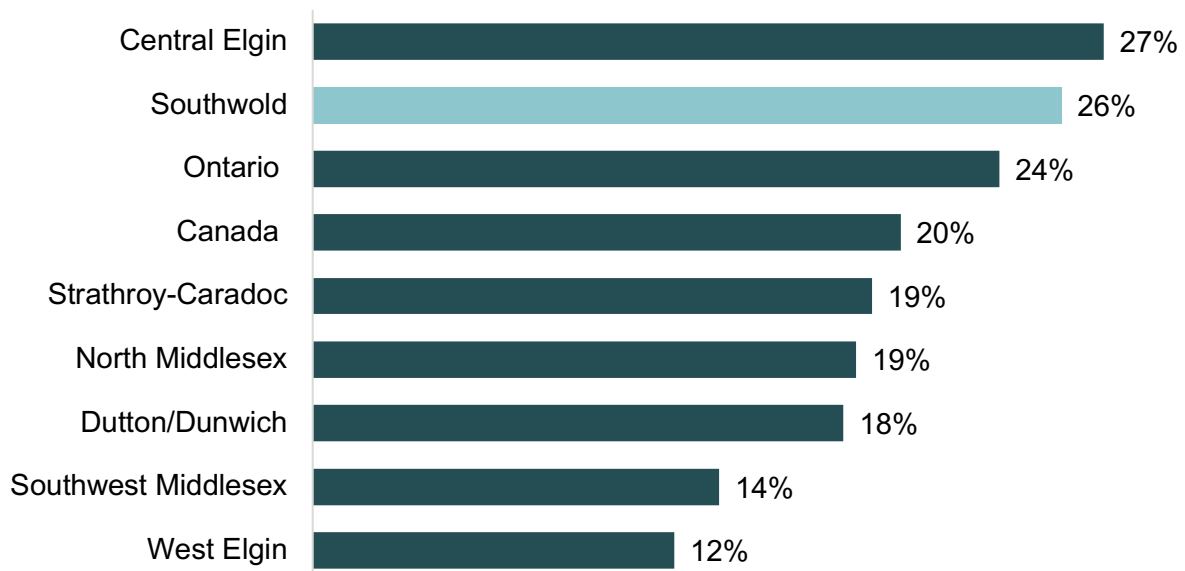
Table 6: Household income profile, 2021

	Avg. household income	Canada =1.00	Avg. household income taxes paid	Avg. income two-or-more- person households	Canada =1.00
Southwold	\$121,600	1.14	\$20,500	\$135,200	1.05
Central Elgin	\$118,500	1.11	\$19,500	\$132,000	1.03
Dutton/Dunwich	\$105,400	0.99	\$16,100	\$123,800	0.97
West Elgin	\$85,500	0.80	\$11,300	\$97,900	0.76
Southwest Middlesex	\$89,200	0.84	\$11,800	\$103,600	0.81
Strathroy-Caradoc	\$102,900	0.97	\$15,500	\$119,800	0.93
North Middlesex	\$104,500	0.98	\$15,300	\$120,600	0.94
Ontario	\$116,000	1.09	\$20,700	\$137,000	1.07
Canada	\$106,300		\$18,600	\$128,200	

Source: Statistics Canada 2021 Census

Figure 7 shows the share of households that reported at least \$150,000 in total income in each jurisdiction. In Southwold, over one in four households (26%) reported over \$150,000 in total household income ranking Southwold second only to Central Elgin among the benchmark jurisdictions.

Figure 7: Percentage of households reporting \$150,000+ income, 2021



Source: Statistics Canada 2021 Census



Poverty rates

The following table shows the share of the population living below the poverty line as measured by the Low Income Measure After Tax (LIM-AT) which refers to a fixed percentage (50%) of median adjusted after-tax income of private households. The household after-tax income is adjusted by an equivalence scale to take the size of households into account. This adjustment for different household sizes reflects the fact that a household's needs increase, but at a decreasing rate, as the number of members increases.

Southwold has the lowest share of residents below the poverty line in the benchmark communities using the LIM-AT, and 64% below the average across the country. The Township also has the lowest child poverty and older resident poverty rates at 3% and 5% respectively.

Table 7: Prevalence of low income based on the low-income measure, after tax (LIM-AT), 2021

	Prevalence of low income	CAN= 1.00	0 to 17 years	0 to 5 years	18 to 64 years	65+
Southwold	4%	0.36	3%	3%	4%	5%
Central Elgin	5%	0.45	5%	6%	4%	6%
Dutton/Dunwich	8%	0.73	7%	9%	6%	14%
West Elgin	11%	1.00	11%	13%	10%	16%
Southwest Middlesex	10%	0.91	10%	9%	9%	16%
Strathroy-Caradoc	7%	0.64	7%	8%	6%	12%
North Middlesex	8%	0.73	7%	9%	6%	14%
Ontario	10%	0.91	12%	12%	9%	12%
Canada	11%	0.36	12%	13%	10%	15%

Source: Statistics Canada 2021 Census

3.4 Income by source

The personal income profile in Southwold is considerably different when compared to the country as a whole, as measured by the share of the adult population reporting income by source. As shown in Table 8, Southwold has a much larger share of taxfilers reporting self-employment income, private retirement income and workers compensation benefits. Southwold is also fairly unique in that it has both an above average share of taxfilers reporting CPP income and reporting child benefits income.



When compared to the other benchmark municipalities, Southwold has the highest concentration of taxfilers reporting employment income and child benefit income and the second highest reporting self-employment income and private retirement income.

Less than 2% of taxfilers reporting social assistance benefits and only 4% reported Guaranteed Income Supplement (GIS)/seniors' spousal allowance.

Table 8: Income by source, % of total, Southwold residents

Income source:	% Southwold taxfilers declaring income	CAN=1.00	Rank (out of 7)
Market income			
Employment income	77%	1.11	1
Net self-employment income	18%	1.66	2
Investment income	32%	1.06	3
Private retirement income	20%	1.25	2
Market income not included elsewhere	22%	1.30	1
Government transfers			
Old Age Security pension (OAS)	21%	1.08	7
Guaranteed Income Supplement (GIS)/spousal allowance	4%	0.56	7
Canada Pension Plan (CPP) benefits	27%	1.09	7
Employment Insurance (EI) benefits	9%	0.81	5
Child benefits	15%	1.14	1
Social assistance benefits	2%	0.46	6
Workers' compensation benefits	2%	1.16	4
Canada workers benefit (CWB)	3%	0.85	6
HST credit	30%	0.71	6

Source: Statistics Canada 2021 Census

3.5 POPULATION DIVERSITY

Immigrants, visible minorities, and Indigenous population

Southwold has not attracted many immigrants. As of the 2021 Census there were 320 immigrants and non-permanent residents living the Township. That represented 7% of the total population. Compared to the benchmark communities, the immigration rate in Southwold ranked sixth out of the seven.



In recent years, the number of immigrants to Ontario has been rising but few have settled in Southwold. There were 25 immigrants living in the Township in 2021 that did not live in Canada five years earlier and another 10 non-permanent residents¹. In fact, 80% of immigrants living in Southwold arrived in Canada before 2000.

Most immigrants living in Southwold came from the United Kingdom and Europe. Only 15 of the 320 were born in Asia.

Table 9: Immigrant profile, 2021

	Immigrants and NPRs*	% of population	Recent immigrants (% of population)
Southwold	320	7%	1%
Central Elgin	1,365	10%	1%
Dutton/Dunwich	230	6%	0%
West Elgin	545	11%	0%
Southwest Middlesex	410	7%	1%
Strathroy-Caradoc	2,735	12%	1%
North Middlesex	415	7%	1%
Ontario	4,594,435	33%	7%
Canada	9,286,355	26%	6%

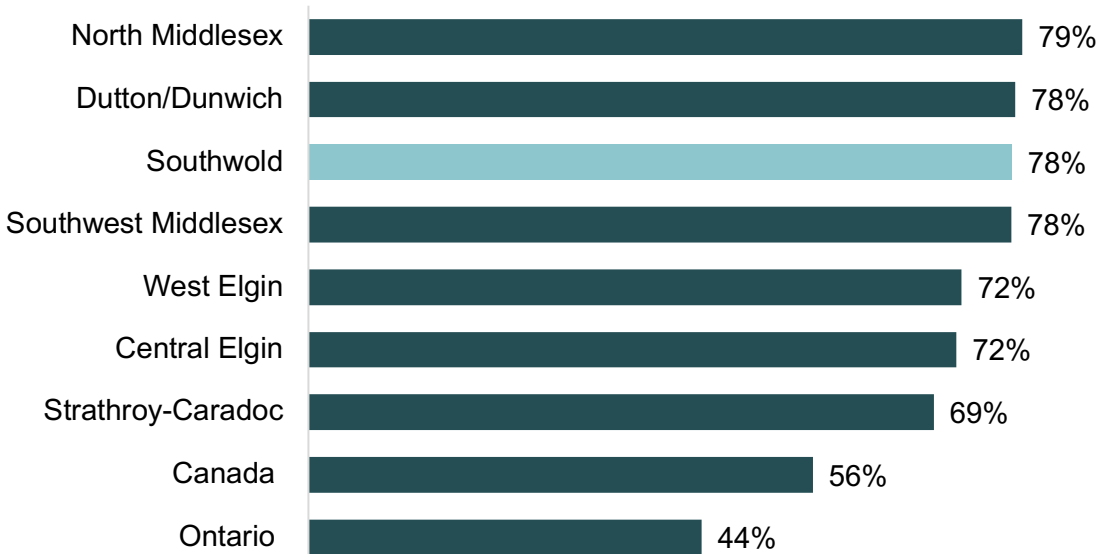
*Non-permanent residents. Source: Statistics Canada 2021 Census.

Figure 8 shows the share of the population that is at least a third generation Canadian in each benchmark jurisdiction. In Southwold, 78% of residents are third generation, among the highest rate compared to other municipalities in Ontario. Across Ontario, only 44% are third generation (56% across the country).

¹ Note that Census population figures are rounded to the nearest 5.



Figure 8: Share of the population at least third generation Canadian, 2021



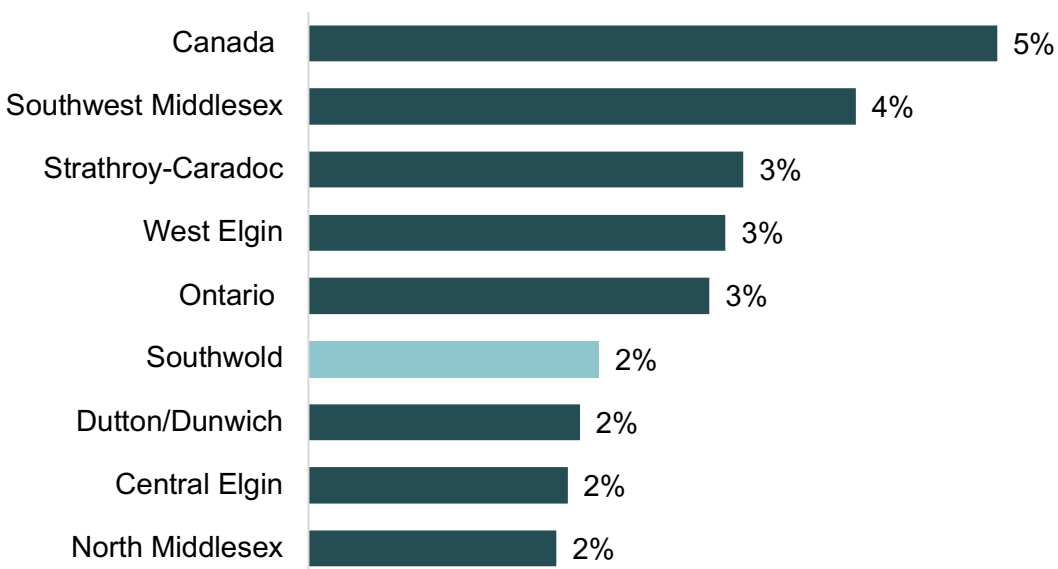
Source: Statistics Canada 2021 Census.

The visible minority population is comparative low in Southwold. In 2021, there were 105 persons who identified as a visible minority, 2% of the total population. Most of the benchmark municipalities had a similar visible minority share of the population. However, across Ontario, over 34% identify as a visible minority (27% across the country).

Likewise, there are few Indigenous persons living in Southwold. Based on Census data, a little over 2% identify as Indigenous in the Township compared to 5% across the country.



Figure 9: Indigenous population as a percentage of the total, 2021



Source: Statistics Canada 2021 Census

3.6 HOUSING PROFILE

Housing characteristics

There were 1,710 occupied private dwellings in Southwold as of 2021. Table 10 provides a comparative profile for several key housing-related metrics. In Southwold, 92% of all dwellings are owned, which is the highest rate among the benchmark jurisdictions. Fifty-eight percent of dwellings were built before 1980 which was similar to Central Elgin and Dutton/Dunwich but considerably higher than Strathroy-Caradoc. Across Ontario, less than half of all dwellings were constructed before 1980. Eight percent of all dwellings in the Township were built between 2016 and 2021, the second highest rate among the benchmark jurisdictions. Very few of the homes require major repairs.



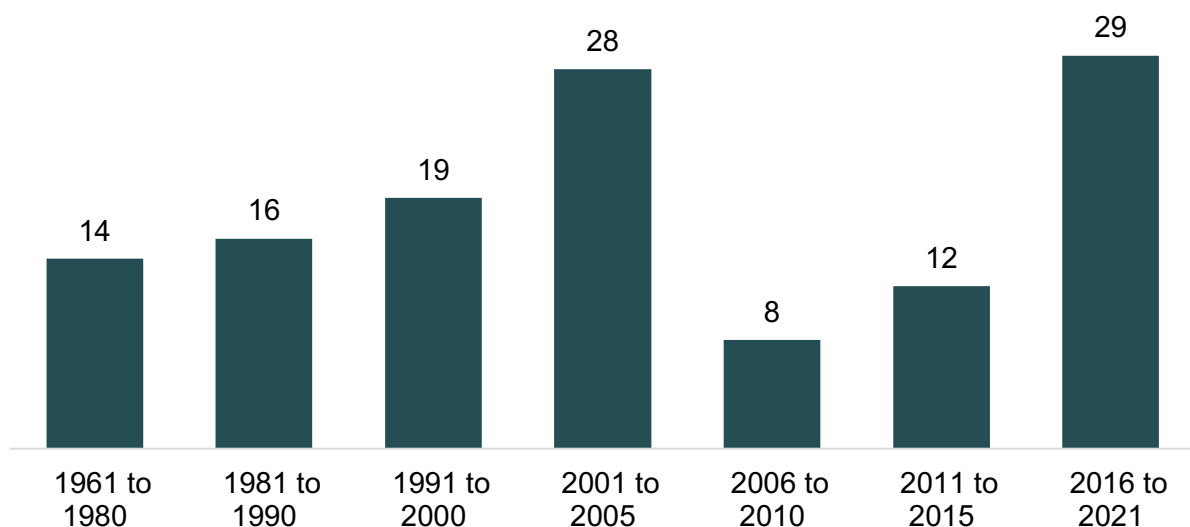
Table 10: Housing profile, 2021

	% owned	% built before 1980	% built between 2016-2021	Major repairs needed
Southwold	92%	58%	8%	5%
Central Elgin	90%	58%	8%	4%
Dutton/Dunwich	83%	61%	6%	7%
West Elgin	84%	72%	1%	10%
Southwest Middlesex	79%	69%	3%	11%
Strathroy-Caradoc	78%	48%	12%	4%
North Middlesex	82%	68%	4%	5%
Ontario	68%	49%	7%	6%
Canada	66%	48%	7%	6%

Source: Statistics Canada 2021 Census

Unlike many rural municipalities, Southwold has seen an increase in the number of dwellings constructed in recent years. Figure 10 shows the average number of dwellings constructed per year going back to 1961 (based on Census data). After a decade with limited construction between 2006 and 2015, there were an average of 29 dwellings built per year between 2016 and 2021, the highest level of annual housing construction since at least the 1950s.

Figure 10: Average annual dwelling construction by year and timeframe, Southwold

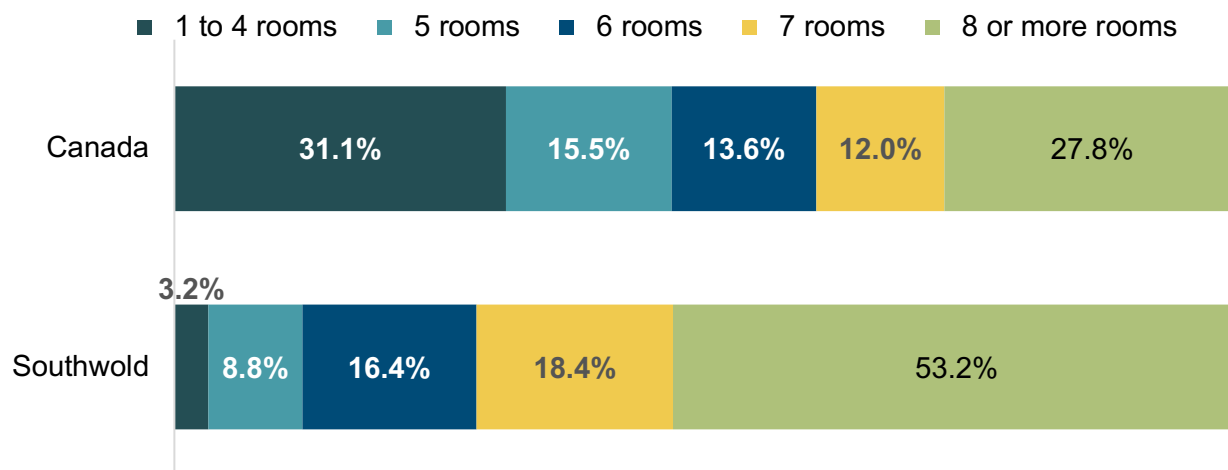


Source: Statistics Canada 2021 Census



Southwold residents live in larger homes compared to the country overall. As shown in Figure 11, over 53% of dwellings have at least eight rooms compared to less than 28% across the country. Across Canada, 31% of all dwellings have one to four rooms compared to only 3.2% in Southwold. This sizeable difference is, in part, due to the lack of apartments or condominiums in Southwold.

Figure 11: Size of dwellings by number of rooms, % of total, 2021



Source: Statistics Canada 2021 Census

Housing and shelter costs

Table 11 compares housing and shelter costs in Southwold to the benchmark communities. Only 6% of owner households in Southwold spend over 30% of household income on shelter costs. Shelter costs include mortgage payments, property taxes and condominium fees, along with the costs of electricity, heat, water and other municipal services. Southwold's shelter costs were the lowest share among the benchmark jurisdictions and nearly 70% less than across Ontario.

The average value of a dwelling in Southwold, however; was the highest among the benchmark municipalities (although lower than the average across the province). The average monthly shelter costs for households that own their dwellings was \$1,432, the highest among the benchmark municipalities.



Table 11: Housing and shelter costs, 2021

	% of owner households spending 30%+ income on shelter costs	Average value of dwellings	CAN=1.00	Average monthly shelter costs for owned dwellings
Southwold	6%	\$655,000	1.06	\$1,432
Central Elgin	11%	\$623,500	1.01	\$1,398
Dutton/ Dunwich	10%	\$497,000	0.80	\$1,340
West Elgin	13%	\$444,400	0.72	\$1,063
Southwest Middlesex	9%	\$467,600	0.76	\$1,135
Strathroy-Caradoc	8%	\$531,500	0.86	\$1,271
North Middlesex	10%	\$569,500	0.92	\$1,316
Ontario	18%	\$807,000	1.30	\$1,700
Canada	15%	\$618,500		\$1,498

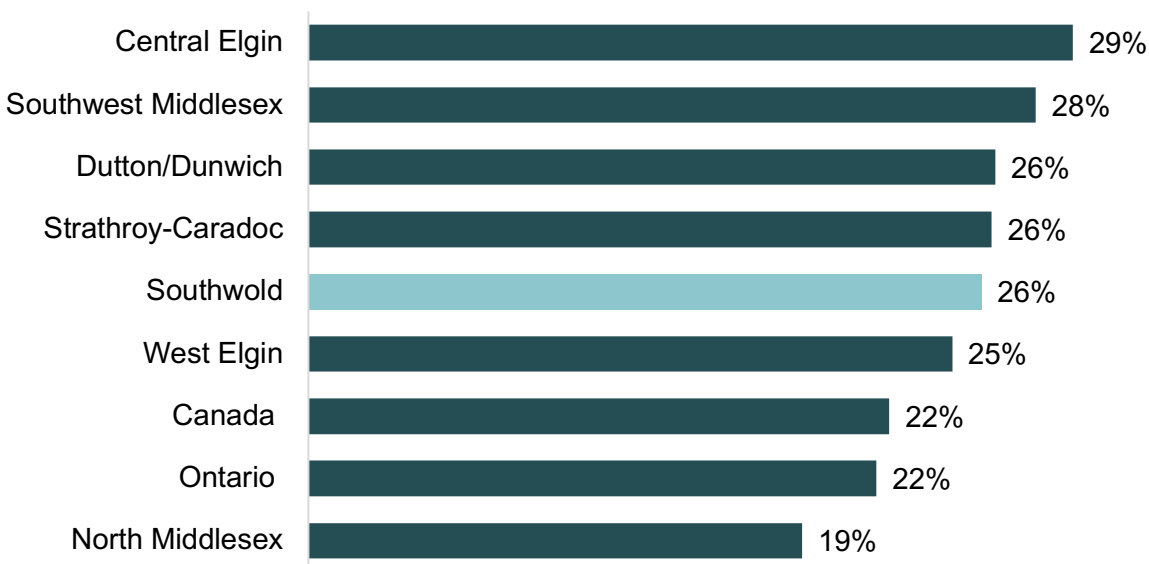
Source: Statistics Canada 2021 Census

3.7 MOBILITY AND MIGRATION

There is considerable migration in and out of Southwold on an annual basis. As shown in Figure 12, 26% of the population aged five and older in 2021 did not live in Southwold five years previous in 2016. These new residents had moved in either from other municipalities in Ontario, from across the country or from outside Canada. Central Elgin had the highest inward migration rate at 29% of the population age five and over and North Middlesex had the lowest at 19%.



Figure 12: Percentage of the 2021 population aged 5+ that lived outside the municipality in 2016



Source: Statistics Canada 2021 Census.

Table 12 shows the sources of the inward migration. Of the nearly 4,500 people aged five and older, 3,100 (69%) did not move between 2016 and 2021. Most inward migrants moved to Southwold from elsewhere in Ontario. A few moved within the municipality (225 or 5% of the total) but most moved from outside Southwold. Twenty-six percent of the population aged five and over moved in from elsewhere in Ontario and less than 1% moved from elsewhere in Canada or from outside the country.

Table 12: Five-year mobility status, Southwold population aged 5+

Total - Mobility status 5 years ago	4,485	% of total
Non-movers	3,100	69%
Movers	1,380	31%
Non-migrants	225	5%
Migrants	1,155	26%
Internal migrants (within Canada)	1,150	26%
Intraprovincial migrants	1,135	25%
Interprovincial migrants	20	<1%
External migrants (outside of Canada)	10	<1%

Source: Statistics Canada 2021 Census.



3.8 EDUCATION PROFILE

Among the benchmark jurisdictions, Southwold has the lowest share of the population aged 25 to 64 without any formal education (less than high school). Six percent of Southwold's population did not complete secondary school compared to 9% across Ontario and 10% across the country.

A relatively large share of the Southwold population has some post-secondary education. Nearly half (49%) have a college diploma or some other form of non-university education such as a trades diploma. This rate is substantially higher than the province overall (31%) and the country (34%).

One in five of Southwold residents aged 25 to 64 have a university degree well below the provincial level (37%) or the national level (33%). This is related to the structure of the economy. Compared to the other benchmark municipalities, only one has a higher share of university educated residents.

There are also relatively few residents aged 25 to 64 with advanced degrees (3% compared to 11% across the province).

Table 13: Education profile, population aged 25-64, % of total (2021)

	Less than high school	High school only	College and other non-university PSE*	University degree	Master's and higher
Southwold	6%	25%	49%	20%	3%
Central Elgin	7%	25%	45%	22%	5%
Dutton/Dunwich	11%	27%	48%	14%	3%
West Elgin	14%	32%	42%	11%	2%
Southwest Middlesex	14%	30%	43%	13%	2%
Strathroy-Caradoc	10%	28%	43%	20%	4%
North Middlesex	9%	29%	47%	15%	3%
Ontario	9%	23%	31%	37%	11%
Canada	10%	23%	34%	33%	9%

* PSE Post-secondary education. Source: Statistics Canada 2021 Census.

3.9 LABOUR FORCE PROFILE

Workforce participation

According to Statistics Canada, there were 2,665 residents of Southwold participating in the workforce in 2021. There were 2,350 employed and another 315 unemployed as of July 2021. There were also 1,205 other adults aged 15 and over not participating in the workforce, including those over the age of 65.



Southwold's workforce participation rate has increased since the last Census in 2016. At that time there were 2,490 participating in the workforce. This translates into a 7% increase in the size of the workforce between 2016 and 2021.

As shown in Table 14, Southwold had the highest labour force participation rate among the benchmark communities. The participation rate is the share of adults either working or looking for work. However, the unemployment rate was relatively high at 12%. This was likely due to the temporary impact of the pandemic as the municipality's unemployment rate in the 2016 Census was only 4.2%.

Note on unemployment: Statistics Canada does not publish unemployment data for small municipalities between Census periods. However, Southwold is part of the London CMA area and the direction of unemployment in this region is likely indicative of what is happening in Southwold. In June 2021, the employment rate across the London CMA was 10.2%. By March of 2023, the rate had dropped to only 4.9%.

The share of the labour force working full time and year-round in 2020 was only 36% (compared to 56% in the 2016 Census). Again, the pandemic likely influenced this number.

Nearly one in five (18%) of the workforce was self-employed in 2021, up from 15% in the 2016 Census. There were 375 self-employed in 2016. By 2021 that number of self-employed jumped to 470.

Table 14: Labour force profile, population aged 15+, % of total

	Participation rate	Employment rate	Unemployment rate	% full time/ full year	% self-employed
Southwold	69%	61%	12%	36%	18%
Central Elgin	63%	57%	9%	36%	17%
Dutton/ Dunwich	66%	60%	9%	37%	14%
West Elgin	60%	54%	9%	32%	19%
Southwest Middlesex	62%	56%	10%	33%	18%
Strathroy-Caradoc	63%	58%	9%	36%	13%
North Middlesex	68%	63%	7%	38%	20%
Ontario	63%	55%	12%	34%	15%
Canada	64%	57%	10%	34%	14%

Source: Statistics Canada 2021 Census.



Employment by occupation

Table 15 shows the breakdown of employment by major occupational group. The largest share of employment is in NOC² 7 Trades, transport and equipment operators and related occupations followed by NOC 6 Sales and service occupations. Relative to the workforce across the country, Southwold has a much higher percentage of workers in NOC 8 Natural resources, agriculture and related production occupations (nearly three times as many) and a higher concentration in NOC 0 Legislative and senior management occupations (55% more), NOC 7 Trades, transport and equipment operators and related occupations (38% more) and NOC 3 Health occupations (19% more).

Table 15: Employment by occupational group, Southwold

Occupational group:	#	% of total	CAN=1.00
0 Legislative and senior management occupations	55	2%	1.55
1 Business, finance and administration occupations	365	14%	0.79
2 Natural and applied sciences and related occupations	135	5%	0.61
3 Health occupations	250	10%	1.19
4 Occupations in education, law and social, community and government services	305	12%	0.94
5 Occupations in art, culture, recreation and sport	25	1%	0.30
6 Sales and service occupations	530	20%	0.82
7 Trades, transport and equipment operators and related occupations	625	24%	1.38
8 Natural resources, agriculture and related production occupations	225	9%	2.98
9 Occupations in manufacturing and utilities	110	4%	0.92
Total	2,625		

Source: Statistics Canada 2021 Census.

Employment by industry

The breakdown of the Southwold workforce by industry is shown in Table 16. This data is based on where people live (in Southwold) and not where they work. The top five employment sectors for Southwold residents were NAICS³ 62 Health care and social assistance (435), NAICS 23 Construction (300), NAICS 31-33 Manufacturing (280), NAICS 11 Agriculture, forestry, fishing and hunting (260) and NAICS 44-45 Retail trade

² NOC is the National Occupation Classification

³ NAICS is the North American Industry Classification System



(195). A large share of the Southwold workforce commutes to neighbouring municipalities for employment.

Location quotient (LQ) measures a region's industrial specialization relative to the country overall. The LQ is computed as an industry's share of total employment locally compared to the share in the national workforce. For example, the Southwold workforce has an LQ value of 4.28 for agriculture and related sectors meaning there are 4.28 times as many workers in that sector relative to the overall workforce compared to the country overall. Other sectors in Southwold with high LQ values include:

- NAICS 23 Construction: LQ value 1.46
- NAICS 31-33 Manufacturing: LQ value 1.30
- NAICS 62 Health care and social assistance: LQ value 1.27
- NAICS 53 Real estate and rental and leasing: LQ value 1.14

The Southwold workforce has very low concentrations of workers in information services, professional services, wholesale trade, retail trade and finance/insurance.

Table 16 also shows the change in employment by industry between 2016 and 2021. On an absolute basis, health care added the most workers (+95) followed by construction (+85). The accommodations and food sector added 35 workers as did the real estate sector. The real estate sector went from only 20 workers in 2016 to 55 workers in 2021 (a 175% increase). The sectors that shed employment between 2016 and 2021 included agriculture (-35), transportation and warehousing (-40) and wholesale trade (-50).



Table 16: Employment by industry, Southwold

Industry:	% of total employment	LQ CAN=1.00)	% change (2016-21)	Rank (out of 7)
11 Agriculture, forestry, fishing and hunting	10%	4.28	-12%	2
21 Mining, quarrying, and oil and gas extraction	0%	-	-	-
22 Utilities	1%	0.73	+50%	6
23 Construction	11%	1.46	+40%	3
31-33 Manufacturing	11%	1.30	-5%	6
41 Wholesale trade	2%	0.59	-50%	6
44-45 Retail trade	7%	0.65	+3%	7
48-49 Transportation and warehousing	5%	0.95	-24%	3
51 Information and cultural industries	1%	0.27	0%	4
52 Finance and insurance	3%	0.66	+36%	4
53 Real estate and rental and leasing	2%	1.14	+175%	1
54 Professional, scientific and technical services	4%	0.50	-8%	5
56 Administrative and support*	4%	0.90	0%	4
61 Educational services	7%	0.91	+13%	2
62 Health care and social assistance	17%	1.27	+28%	2
71 Arts, entertainment and recreation	2%	1.12	0%	1
72 Accommodation and food services	5%	0.89	+35%	3
81 Other services (except public administration)	4%	0.85	-5%	6
91 Public administration	5%	0.72	0%	3

*includes waste management and remediation services.

Source: Statistics Canada 2021 Census.

8.3 Employment by place of work and commuting patterns

Table 17 shows the place of work for the workforce living in Southwold in 2021. Just over one in five worked from home (22%), a number likely influenced by the COVID-19 pandemic (the share was 10% in 2016). The share of the Southwold workforce working from home was slightly higher than the benchmark communities but will be below the provincial level (again heavily influenced by the pandemic as in 2016 only 7% of the provincial workforce was working from home). Among those with a usual place of work,



only 12% worked within the municipality, 49% commuted to a different municipality within Elgin County and the rest commuted to a different county.

Table 17: Employment by place of work, % of total

	Worked at home	No fixed workplace address	Usual place of work	Worked within municipality	Worked outside municipality but in same county	Worked in a different county
Southwold	22%	11%	66%	12%	49%	40%
Central Elgin	23%	13%	64%	14%	42%	44%
Dutton/Dunwich	19%	15%	65%	27%	24%	48%
West Elgin	20%	13%	68%	41%	17%	42%
Southwest Middlesex	18%	17%	65%	30%	51%	20%
Strathroy-Caradoc	18%	13%	68%	52%	38%	10%
North Middlesex	23%	13%	64%	28%	45%	27%
Ontario	30%	12%	58%	59%	17%	23%
Canada	24%	13%	63%	59%	22%	19%

Source: Statistics Canada 2021 Census.

Compared to the rest of Canada, Southwold has one of the lowest shares of the population living and working in the same municipality (at 12%). This is not specifically related to the pandemic. Table 18 shows the share of the population living and working in Southwold was only 11% in 2016. People are choosing to live in Southwold even though their employment is elsewhere in the County and beyond.

Table 18: Employment by place of work, comparison of 2016 and 2021 (percentage shares), Southwold

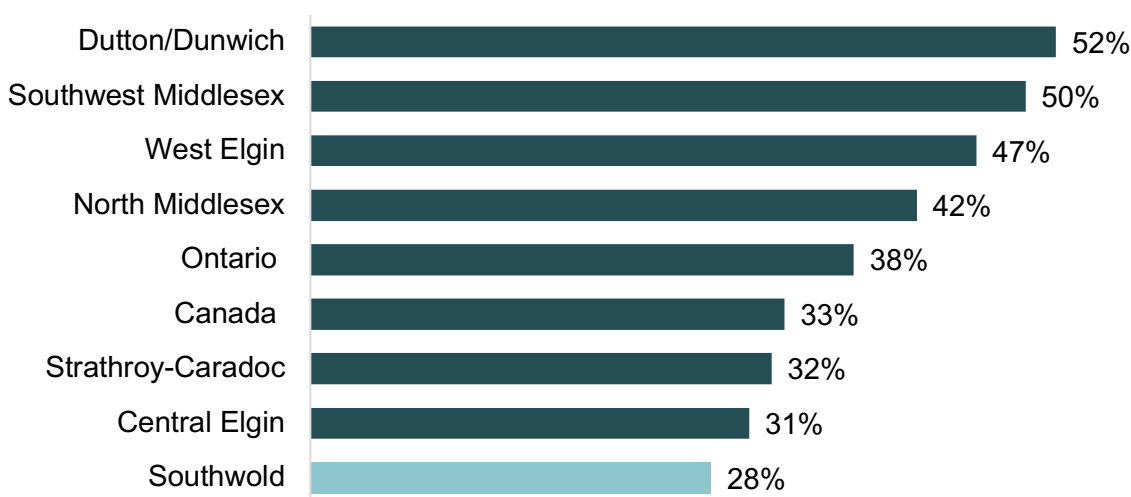
	2016	2021
Worked at home	10%	22%
Worked outside Canada	0%	0%
No fixed workplace address	14%	11%
Usual place of work	77%	66%
Work within municipality	11%	12%
Work outside municipality but in County	45%	49%
Work in a different county	44%	40%

Source: Statistics Canada 2016, 2021 Census.



Despite this very high share of workers who leave Southwold for work each day, a relatively small share have a long commute to their place of employment. Among those with a usual place of work outside the home, only 28% spend 30 minutes or more on their daily commute. This was the lowest share among the benchmark municipalities. Over half of all workers with a usual place of work outside the home in Dutton/Dunwich and Southwest Middlesex spend at least 30 minutes on their one-way commute.

Figure 13: Percentage of the workforce with a 30-minute one-way commute each day*



*Among those with a usual place of work (outside the home).

Source: Statistics Canada 2021 Census.

Table 19 shows the commuting pattern for workers living in Southwold. This data could have been influenced by the COVID-19 pandemic but the impact was likely limited as the 2016 Census found similar patterns. St. Thomas is the top destination – attracting nearly four out of 10 that live in Southwold and commute to a usual place of work every day. On the flip side, St. Thomas is also the source of the most workers who are employed in Southwold (24% of the total). Interestingly, Chatham-Kent is a top source of workers for Southwold employers but the Census did not find any Southwold residents commuting to Chatham-Kent for work among those with a usual place of work outside the home.



Table 19: Commuting for work - sources/destinations, Southwold (2021)*

Live in Southwold, work in:	#	%	Work in Southwold, live in:	#	%
St. Thomas	580	39%	St. Thomas	310	24%
London	480	32%	Chatham-Kent	275	21%
Southwold	175	12%	London	270	21%
Central Elgin	85	6%	Southwold	175	14%
Dutton/Dunwich	55	4%	Central Elgin	60	5%
Strathroy-Caradoc	30	2%	Lakeshore	40	3%
Aylmer	20	1%	Malahide	30	2%
Malahide	15	1%	Aylmer	25	2%
Middlesex Centre	15	1%	Middlesex Centre	20	2%
Ottawa	10	1%	Windsor	15	1%
Mississauga	10	1%	St. Clair	15	1%
Waterloo	10	1%	South-West Oxford	15	1%
Ingersoll	10	1%	Strathroy-Caradoc	10	1%
Total outward commuters	1,495		Leamington	10	1%
			Dutton/Dunwich	10	1%
			Bayham	10	1%
			Total inward commuters	1,290	

*Among those with a usual place of work (outside the home). Minimum 10 persons.

Source: Statistics Canada 2021 Census.

Women in Southwold were far more likely to be working from home in 2021 than men. As shown in Table 20, 27% of women and 18% of men worked from home. Among the benchmark municipalities, Southwold had the highest share of women working from home (tied with Central Elgin).



Table 20: Percentage working at home by gender

	Men	Women
Southwold	18%	27%
Central Elgin	18%	27%
Dutton/Dunwich	17%	23%
West Elgin	16%	24%
Southwest Middlesex	17%	18%
Strathroy-Caradoc	15%	22%
North Middlesex	20%	26%
Ontario	26%	33%
Canada	22%	27%

Source: Statistics Canada 2021 Census.

3.10 INDUSTRIAL PROFILE

This section reviews the industrial profile of Southwold based on Statistics Canada's business counts survey. As of June 2022, there were 156 employer establishments in Southwold (all industries, including the public sector) and another 437 non-employer establishments (these are typically micro-businesses with no formal employment, who have reported at least \$30,000 in annual sales to the Canada Revenue Agency). The industries that have the most of these non-employer businesses include agriculture (e.g., small farms), construction (e.g. sole proprietors without employees), real estate agents and personal services providers (e.g. hair stylists).

Establishments by size

According to the business counts data, there was a decline in the number of both employer and non-employer establishments operating in Southwold between 2015 and 2022. The number of employer establishments dropped by 24 (13%). There were three large employers (100+ employees) in 2022 down from five in 2015. These losses occurred before 2019 and were not a result of the pandemic. Table 21 also shows that between 2019 (pre-pandemic) and 2022 the number of employer establishments increased by 13.

Like most places across Canada, Southwold's economy is made up of mostly small firms. In 2022, 60% of employer establishments had less than five employees and 92% had less than 20 employees. There were only three employers in Southwold with 200 or more employees.

**Table 21: Establishments by employment level, Southwold**

	2015	2019	2022	# change (2015-22)	# change (2019-22)
Without employees	595	424	437	-158	+13
Total, with employees	180	143	156	-24	+13
1-4	108	84	93	-15	+9
5-9	41	32	34	-7	+2
10-19	15	11	15	0	+4
20-49	10	11	9	-1	-2
50-99	1	0	2	+1	+2
100-199	3	2	0	-3	-2
200-499	2	3	3	+1	0
500 +	0	0	0	0	0

Source: Statistics Canada business counts, 2015, 2019 and 2022.

Table 22 shows the profile of the largest employers in the Southwold. There is one large manufacturer, a facility providing support activities for crop production and an aboriginal public administration operation⁴. In 2019 and 2015 there was a large nursing home and community care facility shown in the report. By 2022, the nursing home was shown as having less than 100 employees and the community care facility was not shown as an active establishment.

Table 22: Change in the number of large employers (2015-2022), Southwold

Year:	#	Largest employers (at least 100 staff)
2015	5	Plastic window and door manufacturer, Aboriginal public administration, greenhouse operation, nursing home, community care facility for the elderly
2019	5	Plastic window and door manufacturer, Aboriginal public administration, greenhouse operation, nursery and tree production facility, nursing home, community care facility for the elderly
2022	3	Plastic window and door manufacturer, Aboriginal public administration, and support activities for crop production*

*The nursing home dropped to below 100 employees in 2022 and the community care facility was not included as an active establishment in 2022.

The greenhouse operation in 2019 could have been reclassified into the support activities for crop production in 2022. Source: Statistics Canada business counts, 2015, 2019 and 2022.

⁴ The Aboriginal public administration employer is included in the Southwold Census sub-division based on Statistics Canada data although it is actually located in the Oneida Nations of the Thames, an independent Nation with a population of 2,179 residents.



Establishments by industry sector

Table 23 shows the business counts for Southwold by top level industry group in 2022, 2019 and 2015. Most industries saw a decline in the number of employer businesses before 2019, and an uptick in most since. The industries with an increase in the number of businesses included construction firms, transportation firms, health care establishments and accommodations and food services firms.

The sectors with the most employer establishments in 2022, in order are:

- Agriculture, forestry, fishing and hunting (35)
- Construction (30)
- Transportation and warehousing (14)
- Other services (personal services) (12)
- Administrative and support, waste management and remediation services (9)
- Health care and social assistance (9)
- Professional, scientific and technical services (8)
- Retail trade (7)
- Manufacturing (6)



Table 23: Business counts by main industry groups and year, Southwold

NAICS Code	2015	2019	2022	# change 2015-2022	# change 2019-2022
Total	180	143	156	-24	+13
Unclassified	5	5	5	0	0
Sub-total, classified	175	138	151	-24	+13
11 - Agriculture, forestry, fishing	42	33	35	-7	+2
21 - Mining, quarrying, oil and gas	0	0	0	0	0
22 - Utilities	0	0	1	+1	+1
23 - Construction	28	26	30	+2	+4
31-33 - Manufacturing	8	6	6	-2	0
41 - Wholesale trade	7	5	6	-1	+1
44-45 - Retail trade	12	10	7	-5	-3
48-49 - Transportation and warehousing	12	11	14	+2	+3
51 - Information and cultural industries	1	0	1	0	+1
52 - Finance and insurance	3	1	2	-1	+1
53 - Real estate and rental and leasing	7	6	4	-3	-2
54 - Professional, scientific and technical services	15	7	8	-7	+1
56 - Administrative and support*	6	10	9	+3	-1
61 - Educational services	0	0	0	0	0
62 - Health care and social assistance	7	7	9	+2	+2
71 - Arts, entertainment and recreation	1	1	1	0	0
72 - Accommodation and food services	4	1	4	0	+3
81 - Other services (except public administration)	19	12	12	-7	0
91 - Public administration	2	2	2	0	0

NAICS North American Industry Classification System

*includes waste management and remediation services

Source: Statistics Canada business counts, 2015, 2019 and 2022.



3.11 MANUFACTURING PROFILE

In 2015, there were eight manufacturing firms with employees in Southwold. By 2019, the number had dipped to six and remained at six in 2022. Table 24 lists the number of employer manufacturing firms by detailed sector in 2015, 2019 and 2022. All but one manufacturer is relatively small having less than 20 employees. There is one firm in the plastic window and door manufacturing sector with more than 200 employees.

Table 24: Manufacturing firms by detailed sector and year, Southwold

2015 Counts	2019 Counts	2022 Counts
<ul style="list-style-type: none">• Other animal food manufacturing• Wineries• Wood container and pallet manufacturing• Digital printing• Plastic window and door manufacturing*• All other miscellaneous fabricated metal product manufacturing• Other metalworking machinery manufacturing• Wood kitchen cabinet and counter top manufacturing	<ul style="list-style-type: none">• Other animal food manufacturing• Wood container and pallet manufacturing• Plastic window and door manufacturing*• Glass product manufacturing from purchased glass• Other metalworking machinery manufacturing• Motor vehicle gasoline engine and engine parts manufacturing	<ul style="list-style-type: none">• Other animal food manufacturing• Wood container and pallet manufacturing• Plastic window and door manufacturing*• Glass product manufacturing from purchased glass• Other metalworking machinery manufacturing• Motor vehicle gasoline engine and engine parts manufacturing

*Reported at least 200 employees. All other manufacturers reported less than 20 employees in each period.

Source: Statistics Canada business counts, 2015, 2019 and 2022.

Agriculture

Farming represents the backbone of the Southwold economy. There were 156 farms in Southwold enumerated in the 2021 Census of Agriculture. There are 32 farms per 1,000 population in the Township. By comparison, there were 15 farms per 1,000 population in Elgin County and only three per 1,000 across the province.

The breakdown of farms by size (acreage) is similar in Southwold to the province overall. There is a slightly larger share at the largest farm size (1,120 acres and larger) with eight farms in total (Table 25).



Table 25: Farms by size, % of total, 2021

	Ontario	Elgin	Southwold
Less than 70 acres	32.9%	37.3%	32.1%
70 to 239 acres	40.0%	34.8%	40.4%
240 to 399 acres	11.2%	11.0%	10.9%
400 to 1,119 acres	12.7%	12.2%	9.0%
1,120 acres and larger	3.0%	4.0%	5.1%

Source: Statistics Canada Census of Agriculture, 2021.

Less than half of the farms reported hiring paid agricultural workers. There were 177 agricultural workers in 2020 of which 110 were seasonal or temporary workers. The agricultural worker numbers does not include family members in the farming workforce.

Southwold farmers produce a wide range of crops and animals. There are nearly 45,000 acres dedicated to field crops and hay of which Southwold has a particular focus on winter wheat, soybeans and alfalfa. Southwold farmers produce a relatively large number of chickens, eggs, pigs, sheep and cattle (more beef cows than dairy). There is relatively little fruit production with the exception of apples and only a modest amount of vegetable production with the exception of green peas and greenhouse cucumbers.

Table 26 shows the commodities for which Southwold has a high concentration of production. The production levels are compared to the County and the province overall.

A few highlights:

- Relative to population size, Southwold farmers produce 22 times more eggs, nine times more chickens, 22 times more pigs and six times as many beef cows as the province overall.
- Adjusted for population size, Southwold farmers have 15 times as many acres allocated for field crops and hay of which there is a relatively high concentration of winter wheat, soybean and alfalfa production.
- Southwold has over 100,000 square metres of greenhouse space allocated to cucumber production (82 times more than the province overall, adjusted for population size).
- Southwold has 27 times as much land allocated to apple production (relative to population size) as the province overall.

**Table 26: Southwold Agricultural Profile, 2021**

Agricultural Product	Amount:	Comparative analysis	Southwold	Elgin	Ontario
Egg production (#)	2.2 million	Per capita	445	57	20
Poultry (Broilers, roasters and Cornish production) (kg)	1.6 million	Kilograms per capita	321	106	38
Pigs (#)	29,893	Per 1,000 population	6,162	1,294	286
Total sheep (#)	480	Per 1,000 population	99	78	23
Cattle (#)	1,776	Per 1,000 population	366	308	113
Beef cows (#)	471	Per 1,000 population	97	31	16
Total area of field crops & hay (acres)	44,987	Acres per 1,000 pop.	9,274	3,397	621
Winter wheat (acres)	5,682	Acres per 1,000 pop.	1,171	391	80
Soybeans (acres)	16,734	Acres per 1,000 pop.	3,450	1,107	197
Alfalfa and alfalfa mixtures (acres)	1,863	Acres per 1,000 pop.	384	181	69
Greenhouse cucumbers (square metres)	101,269	Sq. metres per 1,000 pop.	20,876	n/a	255
Green peas (acres)	300	Acres per 1,000 pop.	62	16	1
Apples (acres)	148	Acres per 1,000 pop.	31	13	1

Source: Statistics Canada Census of Agriculture, 2021.

3.12 OTHER SECTORS: SUMMARY PROFILE

Construction

Statistics Canada reported there were 30 construction businesses with employees in 2022 and another 39 business without employees. The employer businesses by detailed sector are shown in Table 27. While the Statistics Canada counts database only provides employment in ranges, there were an estimated 180+ workers in the employer businesses in 2022. Among the non-employer establishments there were multiple trades-related companies including plumbers, painters, roofers and residential construction contractors.



Table 27: Employer establishments in the Southwold construction sector, 2022

Sector (NAICS):	Firms	Employees			
	Total*	1-4	5-9	10-19	20-49
236110 - Residential building construction	7	3	3	1	0
236210 - Industrial building and structure construction	1	1	0	0	0
237310 - Highway, street and bridge construction	1	0	0	1	0
238110 - Poured concrete foundation & structure contractors	1	1	0	0	0
238130 - Framing contractors	1	1	0	0	0
238140 - Masonry contractors	1	1	0	0	0
238150 - Glass and glazing contractors	1	1	0	0	0
238220 - Plumbing, heating and air-conditioning contractors	4	2	0	1	1
238320 - Painting and wall covering contractors	1	1	0	0	0
238330 - Flooring contractors	3	2	1	0	0
238350 - Finish carpentry contractors	1	1	0	0	0
238910 - Site preparation contractors	4	3	0	1	0
238990 - All other specialty trade contractors	4	2	2	0	0
Total	30	19	6	4	1

*with employees. Source: Statistics Canada business counts, 2022.

Transportation and warehousing

There were 14 employer firms in the transportation and warehousing sector in 2022. This included 11 mostly small truck transportation firms (only one had between 10 and 20 employees), two support firms and one warehouse operation (with less than five employees). There has been an increase in the number of employer firms in this sector between 2015 and 2022.

Accommodation and food services

Statistics Canada counted two restaurants with employees in 2022 and three restaurants without any formal employment. There was one motel and one RV park (with employees). Statistics Canada reported four restaurants with employees in 2015.

Trade

In Southwold, there were seven retail trade firms (employer businesses) in 2022 down from 12 in 2015. The seven firms included two motor vehicle dealers and one parts store, two food stores, one gas station and one clothing store. There were another six wholesale trade firms including two farm products wholesalers, an agricultural suppliers wholesaler, a food wholesaler and a recyclable material wholesaler.



The business count survey included two more gas stations with employees in 2015, a florist and two building supplies/home improvement related employer businesses.

Professional and personal services

Statistics Canada counted eight professional services firms with employees in 2022 and 16 without any formal employment. The employer businesses included one legal services firm, an accounting firm, three architectural, engineering and related services firms, two firms in management, scientific and technical consulting services and one other firm. In 2015 there were two employer firms in the accounting sector, one IT services employer firm and six employer firms in management, scientific and technical consulting services.



4. Stakeholder Consultation

3.13 COMMUNITY WORKSHOPS/ FOCUS GROUPS

The Township of Southwold held four workshops with Council, staff and residents on May 9, 11 and 18, 2023, to seek feedback and identify gaps, opportunities and priorities for the Township's Strategic Plan.

Each workshop started with a presentation outlining the purpose of the Strategic Plan and the process through which it was being developed. Workshop participants heard some of the highlights of the economic and demographic analysis detailed earlier in this report. The workshops then turned into a discussion where participants were asked to provide their views on the current state of the Township, opportunities and their vision for the future and the main priorities moving forward. The key themes of the various workshops are summarized below.

Balancing a rural lifestyle with growing population

The workshop participants all valued Southwold's small-town feel, the rural landscapes and green spaces. They want to ensure that the increased demand for residential development does not impact the rural culture and unique identity of the communities in Southwold. Several expressed concerns that current by-laws were insufficient or were not enforced. They suggested offering more community events to welcome new residents. There was also a call for the diversity, equity and inclusion initiatives to support the growing diversity in the population.

Infrastructure needs

Additional infrastructure is needed to support the growing population in Southwold. Participants expressed concern about the significant capital and ongoing maintenance costs of the additional wastewater and road enhancements associated with the increased development. There was also wide recognition of the need for expanded and enhanced internet service throughout the Township. They advocated for the establishment of a growth plan to manage the infrastructure installation and expenses.

Protecting farmland

Concerns about retaining and protecting farmland in Southwold was a major theme. The participants recognize that agriculture is a key economic driver and important part of the cultural makeup of the community. Many of the participants said that the demand for residential development combined with recent provincial government policies threaten the Township's ability to support farmers and farming activity.



Complete communities

The participants identified a variety of family friendly programs and services that could be enhanced to address the needs of a growing population. They recognized a need for lower cost housing for young families and options for seniors. They would like residential development to fit with the rural character of the community.

Recommendations included establishing town squares, expanding programming and recreational facilities, and offering more community events. They also identified needs for enhanced road maintenance, snow removal and more frequent garbage pickup. The participants want greater focus on environmental practices and green spaces. They called for additional health care services to support the growing communities in Southwold.

Fiscal responsibility and accountability

Several participants expressed concerns about taxes and affordability. They would like to receive regular communications from Council with updates on programs and services, implementation of the strategic plan and efforts to manage costs.

Economic development and tourism

There is a strong desire for Southwold to be a prosperous, progressive, and desirable destination for business and visitors. Several participants noted the need for industrial and commercial development to support municipal capital and services expenditures. They see an opportunity for more commercial businesses to support the growing population. Several expressed a desire to contain the industrial development in the Talbotville area.

Priorities

Participants recommended the following areas as priorities for Southwold Council:

- Infrastructure
- Management of proposed development (by-law enforcement)
- Economic Development
- Communication and accountability
- Creating complete communities



Opportunities for enhancement

The participants also noted some specific areas for enhancement including the maintenance and upgrades of road including gravel road, tar and chip programs, traffic signals and snow clearing. Several participants called for efforts to address Shedden's four corners. There were also several recommendations to monitor and address the odour from the Green Lane Landfill and to restrict its expansion.

Detailed results of each of the workshops are included in Appendix D.

3.14 COMMUNITY SURVEY

An online survey was conducted between April 20 and May 22, 2023, to solicit public opinion and priorities related to the Township of Southwold Strategic Plan. The survey was available via the Township website and advertised using municipal social media pages, e-mail messages and postcards mailed to residents.

A total of 167 surveys were submitted and analyzed. The following section provides a summary of key findings from the survey with more detail included in Appendix C. This survey is non-random, self-administered survey and as such is not statistically significant or representative of the opinions of all residents. It does however provide an indication of resident perceptions and should be considered within the context of other input and engagement.

The majority (70%) of respondents live in Southwold with another 21% of participants who live and work in Southwold. Four percent of respondents work or own a business in Southwold but don't live Southwold. The majority of respondents (61%) were female and 35% were male. The largest share of respondents was between the age of 45 and 64 with 35% age 25 to 44 and 14% age 65 or older.

The resident tenure of the respondents is reflective of the changing nature of the community. The largest share (43%) has lived in Southwold for over 20 years. The next largest cohort has lived in Southwold between one and five years (23%), followed by 15% for six to ten years. A full 90% of respondents indicated that they owned their own residence with 4% reporting that they were renting.

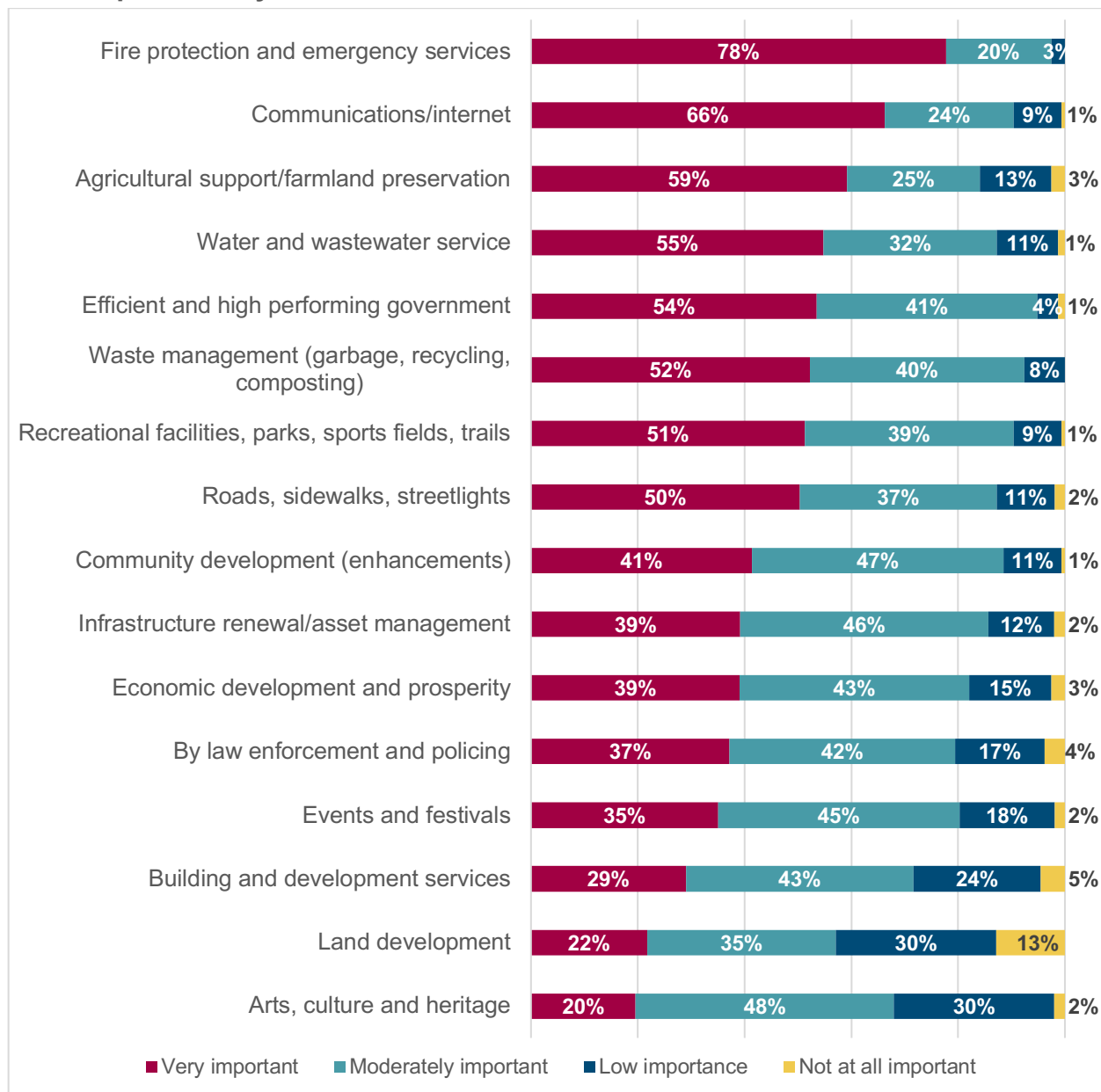
Over half of all households did not include any children under the age of 18. Of the 46% of households that included children, 20% had two children. Nine percent had one child and 9% had 3 children. Another 4% of households had four children and 4% included five or more children.



The most important services provided by the Township, as ranked by the respondents were:

- Fire protection and emergency services
- Communications/internet
- Agricultural support/farmland preservation
- Water and wastewater service
- Efficient and high performing government

Figure 14: Which of the services provided by the Township of Southwold are most important to you?

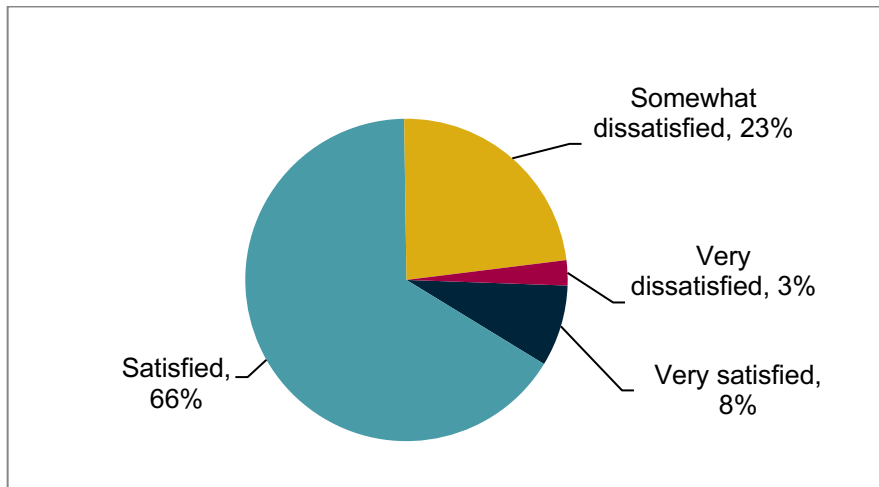


N= 167



The majority of respondents (66%) are **satisfied** with current Township services with another 8% who are **very satisfied**. Almost one quarter or 23% indicated that they were **somewhat dissatisfied**.

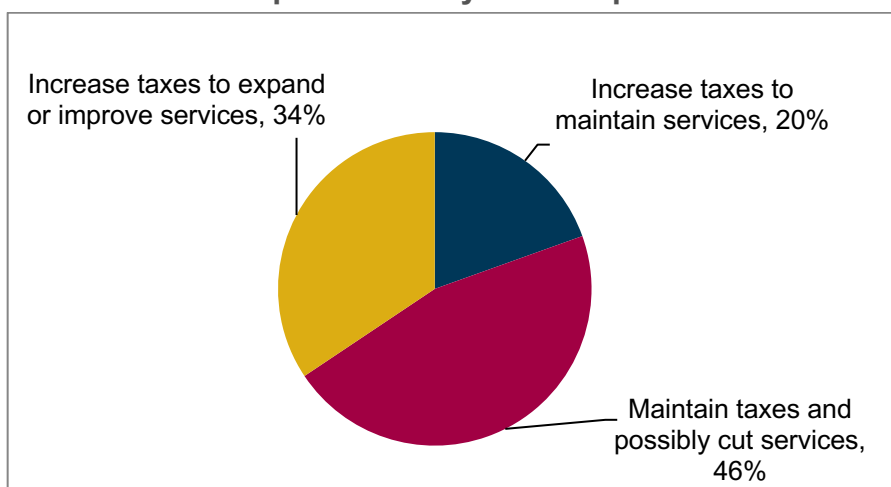
Figure 15: What is your level of satisfaction with current Township services?



N=159

When asked to consider that balance between taxes and services, just under half (46%) would prefer to maintain taxes and possibly cut services, 20% would favour increasing taxes to maintain the current level of services and one third (34%) would favour increasing taxes to improve services (Figure 16).

Figure 16: Local governments must balance the cost of delivering services with taxation. Which option would you most prefer in the Township of Southwold?



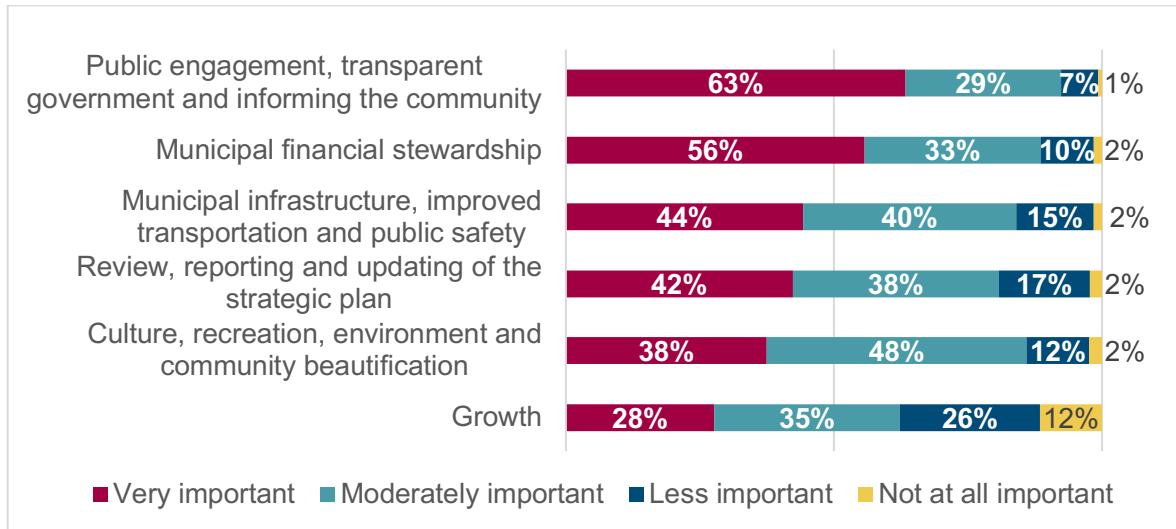
N=128

The respondents were asked to assess the goals established during the previous strategic plan. All the goals remained very important or moderately important to the majority of respondents. Public engagement, transparent government and informing the



community was the most important to the survey respondents, followed by financial stewardship and municipal infrastructure.

Figure 17: How important are these goals to you?



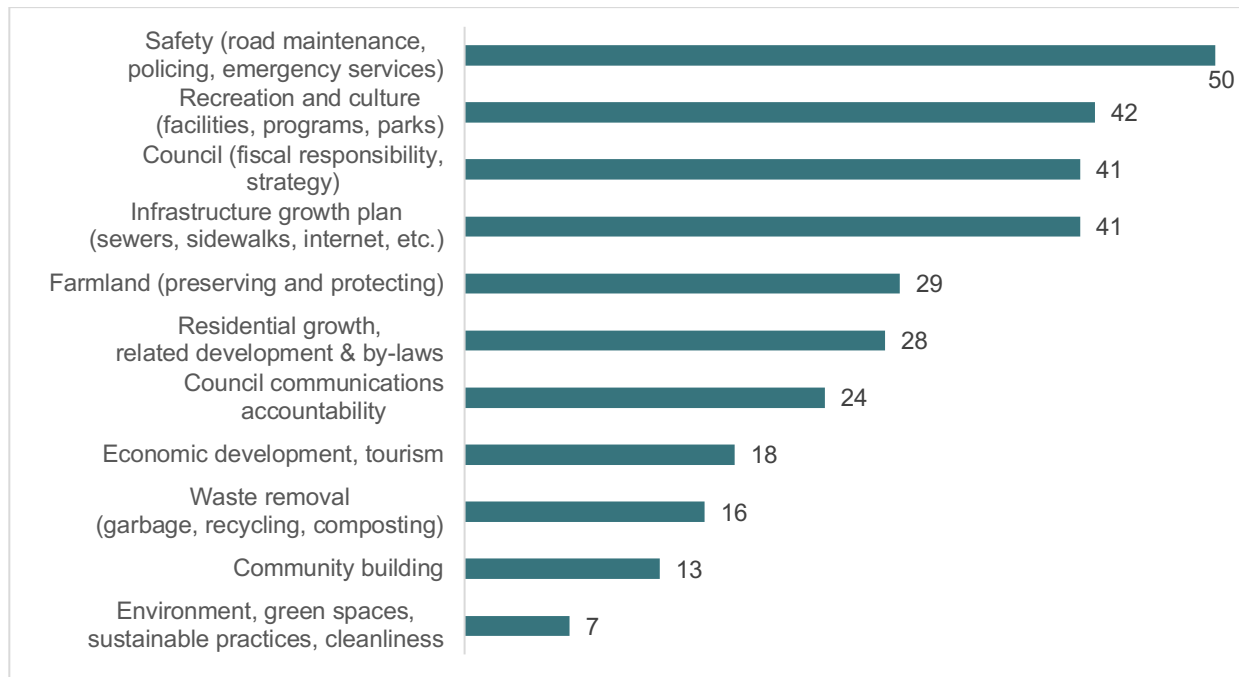
N=131

According to the survey respondents, safety should be a top priority for Southwold Council in the next term including road maintenance, traffic lights on some key intersections, policing and emergency services. They also identified a need for enhanced or expanded recreation and culture facilities, programs, and parks. There was a strong theme of fiscal responsibility including low taxes and efficient use of municipal resources. Many of the respondents referenced the need for a growth strategy to address the growing demand for infrastructure including sewers, sidewalks in key areas and internet services throughout the Township.

Protecting and preserving farmland was a common theme, often coupled with the need to effectively manage residential growth, related commercial activity and enforcing by-laws to manage the residential development. Council accountability and regular communications was a priority for many of the respondents. Other themes included greater activity in economic development and tourism development and waste management, including garbage, recycling and composting. There was also a call for place making and community building activities, beautification and environmental stewardship.



Figure 18: What are the top priorities for Southwold Council to focus on over the next Council term?



N=112

Several themes emerged when the respondents were asked to describe their vision for Southwold. They envision a welcoming rural community that has balanced residential development while protecting farmland. They want a prosperous community with the necessary infrastructure to support families and business. The Township should be safe and family oriented with recreational programs and activities to support the growing population across Southwold's small towns.



Figure 19: What would you like Southwold to look like in four years? Describe your vision for the community.











5.Strategic Priorities for Consideration

Strategic priorities are those factors that will have the most significant impact on the Township of Southwold's ability to best support its residents, businesses, and other community stakeholders.

The proposed strategic priorities, listed in no particular order, are key issues that have the potential to create a strong and resilient community that supports a superior quality of life for Southwold's residents.

	Managing growth	The community is experiencing unprecedented population growth. The Township should ensure new housing supports all residents' needs.
	Farmland protection	There is growing concern about the ability to maintain and protect farmland. Agriculture and farming are key drivers of the local economy and the community's culture and should be supported.
	Cost management and accountability	Residents want a clear understanding of Council's actions and efforts to manage costs. Regular reporting will be critical to building trust.
	Infrastructure	Addressing the demand and scale of needed infrastructure is a key issue. A growth plan would provide Council and staff with a long-range framework for the infrastructure needed to support anticipated growth.
	Complete communities	Residents are seeking a range of retail services, housing options, education, health services and community programs and amenities.
	Economic development	Southwold has the potential to attract commercial and industrial development to build its assessment base to support municipal services.



6. Next Steps

The Key Findings report marks the completion of Phase 2 of the strategic planning process. It provides a detailed review of Southwold's past economic and demographic conditions and the aspirations of its residents, businesses, staff and Council.

The next phase of the strategic planning process is to identify and confirm Council's strategic priorities. These strategic priorities, once confirmed, will be the foundation of the Strategic Plan developed in Phase 3.

Figure 20: Strategic Planning Process



The Township of Southwold Strategic Plan will include the following elements:

Vision: The future state that the Township of Southwold is ultimately working towards.

Mission: The purpose of the Township, outlining what it does and why.

Goals: The broad end states Council wants to achieve.

Objectives: The desired outcomes as a result of the end state.

Actions: Specific actions that are assigned to individuals or organizations to achieve.



Appendix A Definitions

Commuting and commuting duration	Commute times are only for those who have a formal place of work (not working from home or with no fixed workplace address).
CPP	Canada Pension Plan.
CRA	Canada Revenue Agency. Data from CRA provides insight into income trends by source.
EI	Employment Insurance. In this report, the EI figures are based on CRA data and include all EI programs (including parental leave).
Employment by industry	The number of people employed in specific industries using the North American Industrial Classification System (NAICS). This is based on where people live and not where they work.
Employment by occupation	The number of people employed in specific occupations using the National Occupational Code system. This is based on where people live and not where they work.
Employment rate	The share of the adult population (aged 15+) that is employed.
Firm intensity index	Compares the number of firms in a particular industry to the provincial level adjusted for population size.
Labour force	The adult population in a community that is working or actively seeking work at a given point in time. Annual labour force estimates (used in this report) for employment, unemployment, etc. are based on the average monthly figures for the year.
Location Quotient (LQ)	A location quotient (LQ) measures a region's industrial specialization relative to a larger geographic unit (usually the nation). An LQ is computed as an industry's share of a regional total for some economic statistic (earnings, GDP by metropolitan area, employment, etc.) divided by the industry's share of the national total for the same statistic.
Migration characteristics (% 5-year migrants by sources)	The share of the current 5+ population (2021) that was not resident in the community in 2016 – by source. Intraprovincial migrants came from other Census Divisions (counties) in Ontario; Interprovincial migrants came from other provinces; and External migrants came from outside Canada.



NAICS	The North American Industry Classification System or NAICS is used by business and government to classify business establishments according to type of economic activity in Canada, the U.S. and Mexico.
NOC	The National Occupational Coding (NOC) system is used by business and government to classify workers by occupational groups.
Participation rate	The share of the adult population (aged 15+) that is 'participating' in the labour market (either working or actively looking for work).
Unemployment rate	The share of the adult population (aged 15+) that is actively looking for work but not employed.



Appendix B: Document Review

TOWNSHIP OF SOUTHWOLD

Strategic Plan 2018 – 2022

The Township of Southwold 2018 to 2022 Strategic Plan was developed in 2018 by the previous municipal Council. The strategic plan included the following vision and mission, seven strategic goals with 21 strategies and 81 specific actions as summarized below.

Mission:

The Township of Southwold is committed to providing a healthy, safe community to all residents, businesses and visitors by providing services in an economical manner to further growth and prosperity.

Vision:

We envision the Township of Southwold as a thriving, community-oriented municipality that continues to grow and prosper by enabling and pursuing residential, agricultural and commercial growth opportunities through expansion of key municipal services.

The sense of community will be strengthened by promoting a wide variety of consumer-friendly services, such as health, culture, connectivity, parks and recreation.

Council and staff will serve the ratepayers of the community with a caring attitude focused on customer service.

	Goal	Strategic Goal
1	Growth	To promote residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.
2	Culture, Recreation, Environment, & Community Beautification	Promote 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
3	Municipal Infrastructure, Improved Transportation, and Public Safety	Provide improved transportation and a strong commitment to asset management with a goal of maintaining the Township's infrastructure in the promotion of public safety
4	Municipal Financial Stewardship	To exercise good financial stewardship in the management of Township expenditures and revenues.



	Goal	Strategic Goal
5	Public Engagement, Transparent Government, and Informing the Community	To promote public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation
6	Review, Report and Updating of Strategic Plan	To ensure the plan is implemented in a timely manner and results are reported to the residents of the Township.

Each of the 81 actions were further defined by priority (low, medium and high) and proposed completion timeline.

Strategic Plan Updates 2019, 2020, 2021, 2022

The Township of Southwold has completed a report every year since the adoption of the 2018 Strategic Plan which provides an update on the 21 strategies outlined in the plan and the specific actions undertaken to fulfill the plan.

Township of Southwold Official Plan

The official plan sets out the Township of Southwold's vision and goals and ensures that new development and land use planning decisions reflect local values.

Southwold's Official Plan projected that Southwold Township would grow from 1730 households in 2019 to 2780 households by 2041. Employment was projected to grow from 1520 jobs in the Township in 2019 up to 1770 by 2041.

The greatest growth is anticipated in the settlement areas of Talbotville, Shedden, Fingal and North Port Stanley as outlined in the table below:

Community	Opportunities for expansion
Talbotville	Housing, employment, urban development based on full municipal services
Shedden, Fingal	Secondary focus, infilling and uptake of remaining greenfield areas. Full services to be extended in alignment with infrastructure policies
North Port Stanley	Moderate development growth on partial services for infilling.
Hamlets	Future growth is limited to small scale infilling

The Official Plan indicated there is a sufficient supply of land within the settlement areas to accommodate the 2041 growth forecast.

The Township's employment areas are located in the communities of Talbotville and Shedden. Talbotville is the primary centre for commercial and industrial development.

The Official Plan stipulates that Southwold will work with its neighbouring municipalities and the County to protect the City of Toronto waste disposal facility from incompatible land uses while ensuring that there are no undue social and environmental costs.



The Official Plan recognized that Southwold is part of a larger regional market area it should support housing compatible with the scale of the development in the region. A review of housing supply indicated that there is sufficient land designated for a minimum of 15 years and zoned residential land in draft approved and registered plans for a minimum of 3 years. The Official Plan has established targets for new residential and mixed-use development to include a target of 20% affordable housing units. The 2041 housing demand is projected at 1050 residential units which will provide approximately 210 new affordable housing units.

The Township includes a policy framework to address the impacts of climate change. It includes promoting the settlement areas' structure, active transportation network, supporting County efforts to reduce greenhouse gas emissions and climate change action plans such including tree planting and enhancing tree cover.

The Township's environment and resource policies recognize the Township's natural heritage features. It includes policies to protect the habitat of endangered and threatened species, wetlands and watercourses.

Southwold's Land Use policies specify that agricultural uses have the highest priority in designated agricultural areas and discourage non-agricultural uses. The minimum farm lot size is 40 hectares. On-farm diversified uses must be secondary to the principle agricultural uses.

The Official plan supports home occupations which are subordinate to residential use with restrictions for uncharacteristic traffic, outdoor storage or other factors that would disturb peaceful enjoyment of other residential properties.

The Elgincentive Community Improvement Plan provides a range of incentives to stimulate economic growth and diversification, improve quality of place for residents and visitors and sustainability of the tax base. It also includes guidelines for the establishment of new Community Improvement Plans as required.

Economic Development Plan, 2020

The Township of Southwold Economic Development Plan was completed in two phases. A market threshold analysis was completed in 2017 and the strategic plan was completed in 2020. The plan included a vision, goals. Objectives and actions as summarized below.

Vision: Southwold Township is a thriving centre of economic opportunity for business and residents and a welcoming destination for visitors.



The Economic Development Plan included the following goals and objectives with 35 specific actions.

	Goal	Objective
1	Community Engagement	Leverage resident and business volunteer efforts to implement Southwold's economic development plan.
2	Investment Readiness	Provide the required elements to facilitate investment.
3	Branding/ Communication	Establish professional branding, marketing tools and messages to share Southwold's value proposition for residents and businesses.
4	Business Development	Bring increased commercial and community activity to the settlement areas in Fingal and Shedden. Attract and support a diversified business base. Expand Southwold's Tourism product offering.
5	Enhanced Infrastructure	Support business and residential infrastructure needs.

Southwold Parks Strategic Plan, 2014

The Parks Strategic Plan was created to establish a long-term plan for the five parks and the community centre owned by the Township. The plan noted an increased interest in active living with a desire for variety in fitness programming, easy to use facilities and pleasant physical activity environments.

The vision for Southwold Parks is as follows:

"We envision the Township of Southwold as a thriving, community-oriented municipality that continues to grow and prosper by enabling and pursuing residential, agricultural and commercial growth opportunities through expansion and delivery of key municipal services.

The sense of community will be strengthened by promoting a wide variety of consumer-friendly services, such as health, culture, connectivity, parks and recreation. Council and staff will serve the residents of the community with a caring attitude focused on customer service."

The plan included the following recommended actions:

- Establish a Parks and Recreation Supervisor.
- Complete site plans for all outdoor facilities.
- Establish regular preventative maintenance and regular turf and grounds management programs.
- Replace diamond lights to LED fixtures at all three baseball parks.
- Location Specific Actions were also identified for all recreational assets.



The plan also recommended replacing the Fingal and Talbotville park committees with one committee with representatives from both communities, Council representatives and staff.

Development Activity as of April 11, 2023

The status of residential development in the Township of Southwold as of April 11, 2023, is summarized in the following table.

Settlement Area	Units Confirmed	Est. pop. for Confirmed	Units Estimate	Population Estimate
Ferndale	5	15	532	1596
Fingal	-	-	122	366
North Port Stanley	-	-	218	654
Shedden	-	-	344	1032
Talbotville	333	999	437	1311

The status of the estimated units ranges from background information and pre-consultation through to site plan agreement and construction of underground infrastructure. Proposed developments include a mixture of single-family dwellings, semi-detached, townhomes and condominiums.

ELGIN COUNTY

Official Plan Housing and Affordability Discussion Paper, 2021

For the purposes of this report affordable housing encompasses a range of housing types including low-cost market housing for homeowners and renters and on-market housing available at subsidized rates. This report provided possible policy options for the County's consideration including refinement of current policies and implementing new tools to encourage more affordability.

According to the report, the County is experiencing "a stronger demand for a larger variety of housing types and sizes to meet the diverse range and needs of residents and workers". As of the 2016 Census, single detached homes accounted for 78% of housing with 14% of units and apartment buildings or multi-unit buildings. At that time 75% of housing in Elgin was owner-occupied and the remaining 25% of housing stock was rented.

The report references the County's Official Plan which established a minimum target of affordable housing at 20% of the housing stock.



The report references recommendations from the Long-Term St. Thomas Elgin Affordable & Social Housing Strategy including:

- Implementing an Affordable Housing Community Improvement Plan
- Incentives such as a development charge waiver, tax increment financing, amendments to municipal official plans to permit secondary residential units and garden suites
- Strengthening affordable housing targets
- Implementing inclusionary zoning policies

The Elgin County Housing & Homelessness Needs Assessment included a series of recommendations to address housing and homelessness in the rural municipalities of Elgin County. The policy recommendations include the following:

- Establishing a requirement for a minimum of 20% of development in municipal to be affordable housing in municipal official plans
- Amending bylaws to support greater housing density, multi-use residential as of right and reducing parking requirements
- Supporting the creation of second units
- Exploring incentives for affordable housing
- Establishing policies to review municipal and County land for housing suitability prior to selling.

Draft Official Plan, 2023

The draft Official Plan is intended to provide a County-wide planning framework for managing growth and land use until 2043 and provide direction to local municipalities in their official plans, zoning by-laws, planning documents and local infrastructure decisions.

The Official Plan identifies the settlement area of Talbotville in the Township of Southwold as a Strategic Employment Area. Strategic Employment Areas are defined as follows:

- Large in scale and designed to accommodate large industrial users and/or operations with significant employment requirements;
- Located in close proximity to major transportation corridors or routes, including highways, railways, airports, and marine ports; and
- Ideally serviced by both municipal water and sanitary sewer service.



The Official Plan directs that Strategic Employment Areas be protected from conversion and incompatible development. Residential, large format retail commercial uses and large format office uses are not permitted in strategic employment areas. Local municipalities are encouraged to develop and implement high standards of urban design, architecture and landscape architecture in the strategic employment areas to attract high quality employment opportunities.

The following section outlines the Official Plan strategic directions and objectives in nine categories:

Economic Development

- a. Identify and protect regionally significant employment areas, transportation corridors, and infrastructure facilities.
- b. Ensure that the County has an ample supply of industrial lands to accommodate all forms and scales of industrial uses.
- c. Encourage a strong and vibrant agricultural industry by protecting both agricultural operations and associated facilities and corridors needed for their operation.
- d. Reinforce the function of the County's main streets and downtown areas as cultural, administrative, entertainment, retail, and social focal points.
- e. Preserve and enhance historic, unique, and scenic routes, buildings, and communities that are defining features of the County and important to attracting tourism.

Housing

- a. Ensure a healthy supply of residentially designated lands, including redevelopment lands, for new housing opportunities.
- b. Ensure an adequate mix of housing types and tenures to address the current and future needs of households in the County.
- c. Ensure the development of housing that is affordable for most County households, including the protection of rental housing supply.
- d. Support and encourage the development of special needs and supportive housing types.
- e. Identify public real estate assets and funding opportunities from higher levels of government that could assist in the development of affordable housing



The Rural Area

- a. Preserve the agricultural and rural character of the County.
- b. Identify and protect the County's agricultural land base and protect agricultural operations from conflicting land uses.
- c. Ensure that lots are sized appropriately for servicing and sufficiently large enough to protect rural character and maintain flexibility for the agricultural industry.
- d. Ensure a vibrant rural area by permitting appropriate and compatible on-farm diversified uses and agriculturally related uses.
- e. Encourage the use of environmental best practices for development and redevelopment.

Settlement Areas

- a. Protect the unique small-town character of the County's settlement areas.
- b. Facilitate the creation of compact, complete, and pedestrian-friendly communities that provide equitable access to a range of local economic and social opportunities, centred around a vibrant main street or commercial core.
- c. Ensure that development and redevelopment utilizes land efficiently, as servicing will permit.
- d. Ensure that development and is appropriately located, safely accessed, and adequately serviced.
- e. Encourage the use of environmental best practices for development and redevelopment.

The Natural System

- a. Identify, protect, restore, and enhance, where possible, the natural system including its ecological features and functions.
- b. Require development proposals within, or adjacent to, the natural system to demonstrate that there will be no negative impact on the natural system, in some cases prohibiting development outright.
- c. Minimize negative changes to the quality and hydrological/hydrogeological functions of watercourses, lakes, aquifers, and wetlands.
- d. Recognize that watersheds are the ecologically meaningful scale for planning and use it as the foundation for considering cumulative impacts of development.



Transportation and Infrastructure Systems

- a. Establish an integrated transportation system that safely and efficiently accommodates various modes of transportation including automobiles, trucks, public transit, cycling and walking.
- b. Ensure that the construction of all infrastructure, or expansions to existing infrastructure, occurs in a manner that is compatible with adjacent land uses and with a minimum of social and environmental impact.
- c. Encourage the development of public facilities in appropriate locations at the right time to meet the needs of present and future residents.
- d. Protect the function of County Roads by only permitting development that would be compatible with that function, recognizing that local context needs to be taken into account where a County Road is located in an urban area.

Natural Resource Management Areas

- a. Identify and protect, where possible, natural resources deposits, areas where potential deposits exist, and extraction operations throughout the County.
- b. Encourage sustainable extraction practices and incorporate responsible rehabilitation of natural resource extraction operations into County planning approvals where possible.
- c. Ensure that extractive activities are carried out in a manner that minimizes environmental and social impacts.

Development Hazards

- a. Direct development to areas outside hazardous lands regulated by conservation authorities;
- b. Prohibit development on, or adjacent to, contaminated sites or former landfills except in accordance with provincial guidelines and regulations; and
- c. Respect the guidelines and regulations of conservation authorities, and the Province, as it related to both natural and humanmade hazards.

Cultural Heritage

- a. Encourage the identification of cultural heritage resources and protect, conserve, and enhance them.
- b. Ensure that all new development occur in a manner that respects the County's rich cultural heritage.



- c. Support the identification of archaeological resources and areas of archaeological potential.
- d. Ensure archaeological resources are conserved in accordance with Provincial requirements.

Transportation Master Plan Needs and Opportunities, 2022

The purpose of the Transportation Master Plan was to identify transportation needs and opportunities in Elgin County that will respond to contemporary and anticipated mobility needs, aligned with the County's growth management strategies.

The plan identifies 12 "Tier1" settlement areas which are places where homes, jobs, schools, services and parks are located in close proximity and may be the most suitable for public transit services or hubs. The County has not identified any Tier 1 Settlement areas in the Township of Southwold.

Driving is the predominant travel mode in the County. The County does not currently operate public transit services. There are several private companies that provide limited transit services in some areas in the community.

The trail network in Southwold consists of the following:

- Elgin Hiking trail – A north south corridor on the east side of the Township
- Trans Canada Trail – moving diagonally from St. Thomas to Lake Erie
- Great Lakes Waterfront Trail – along the south coast of the Township
- Other small municipal and conservation area trails

The Vision Statement is:

Elgin County's transportation network will be efficient, dependable and flexible in meeting the evolving needs of residents, businesses and visitors in travelling to, from and within the County, while reducing its impact on the environment. The network will support safe multi-modal travel options regardless of age, income or ability.

The goals of the Transportation Master Plan are as follows:

- Efficient County and Inter-Regional Connections
- Healthy Communities
- Economic Prosperity
- Environmental Protection
- Future Readiness
- Fiscal Responsibility



Preliminary recommendations that will be studied in subsequent reports include the following:

- Ensure the existing road network is optimized for efficient and safe movement of different travel modes.
- Expand active transportation network to address the needs of residents and visitors.
- Elevate the role of cycling for everyday travel.
- Explore the provision of transit to improve access and reduce single occupant vehicle trips.
- Establish a robust framework of supporting strategies and policies to maximize transportation infrastructure investment.

Vacant Employment Land Inventory

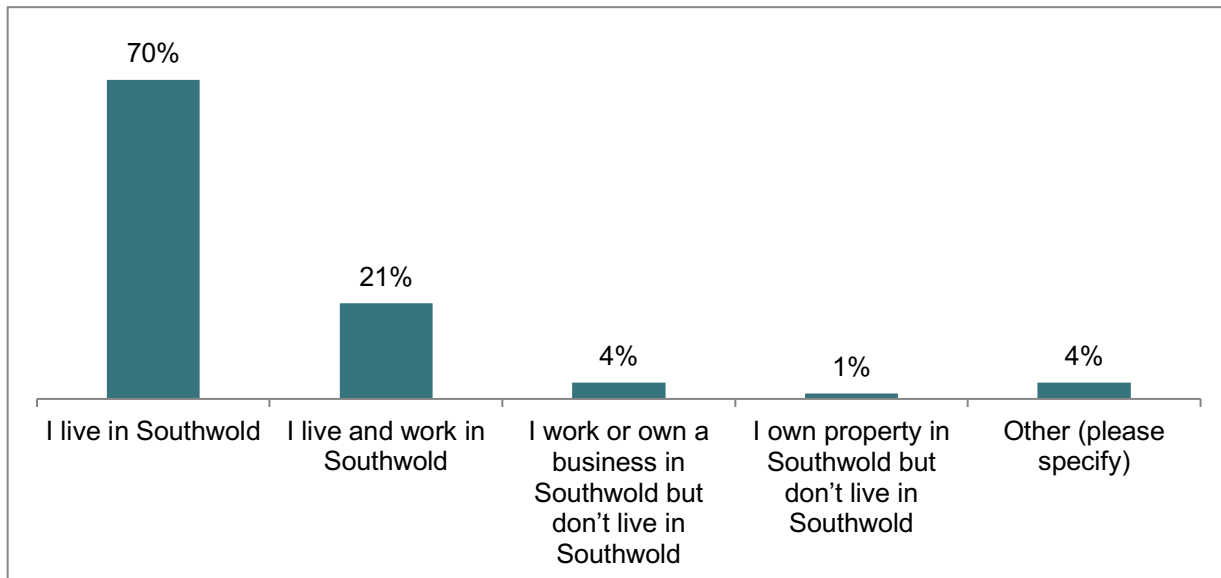
This document provided a directory of employment land throughout Elgin County. The following table provides a summary of the vacant employment land in the Township of Southwold at the time the inventory was completed.

Community	Residential area (ha)	Commercial area (ha)	Industrial area (ha)
Fingal	50.55	0.14	-
Frome	0.32	-	-
Iona	0.19	-	-
Lawrence Station	0.3	-	-
Paynes Mills	6.27	-	-
Shedden	55.24	0.05	4.5
Talbotville	135.23	3.32	881.57
Total	248.1	3.51	886.07



Appendix C: Detailed survey results

Figure 21: What best describes you? Living and working in Southwold



N=166

Figure 22: What is your gender and age?

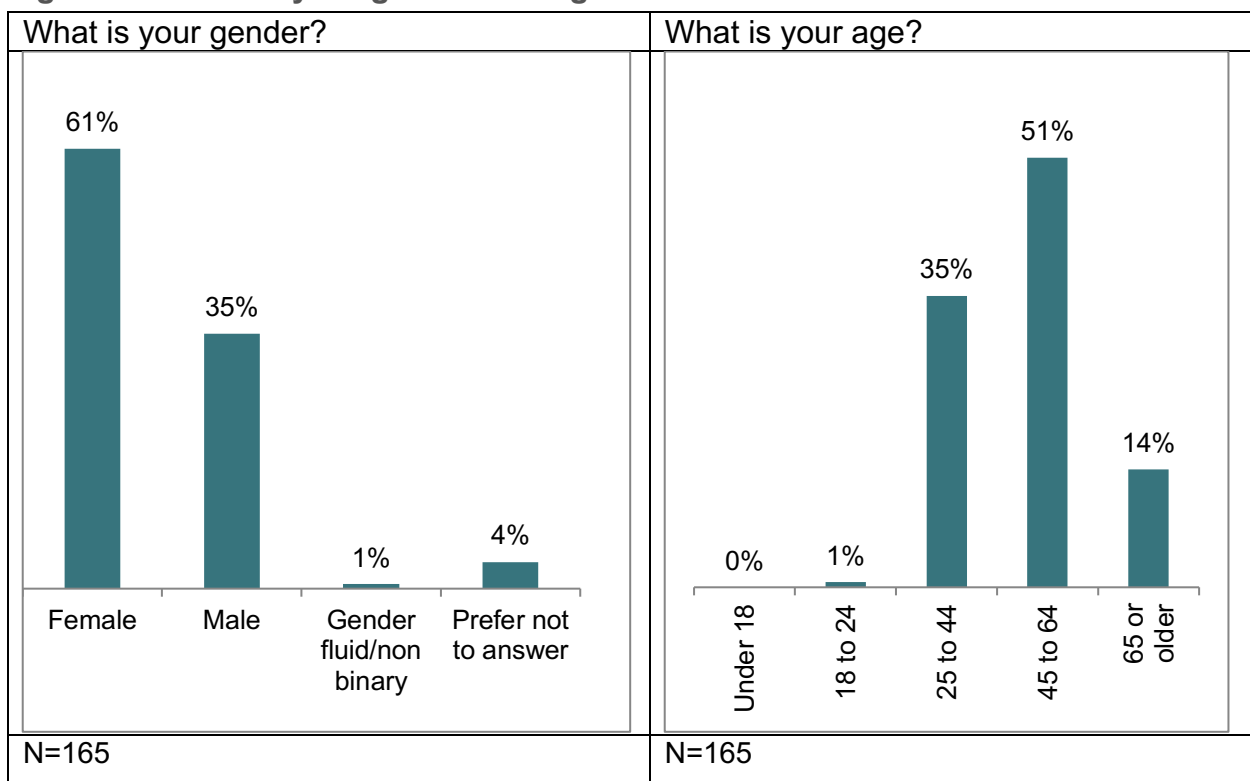
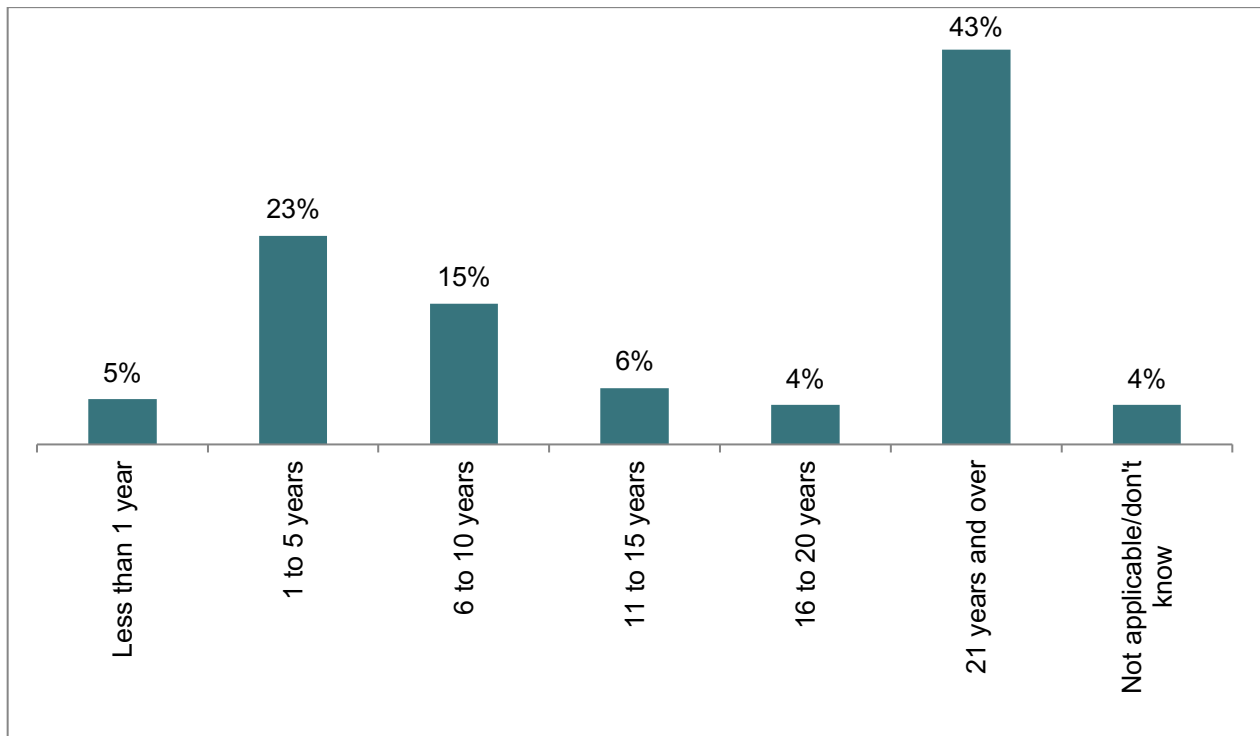


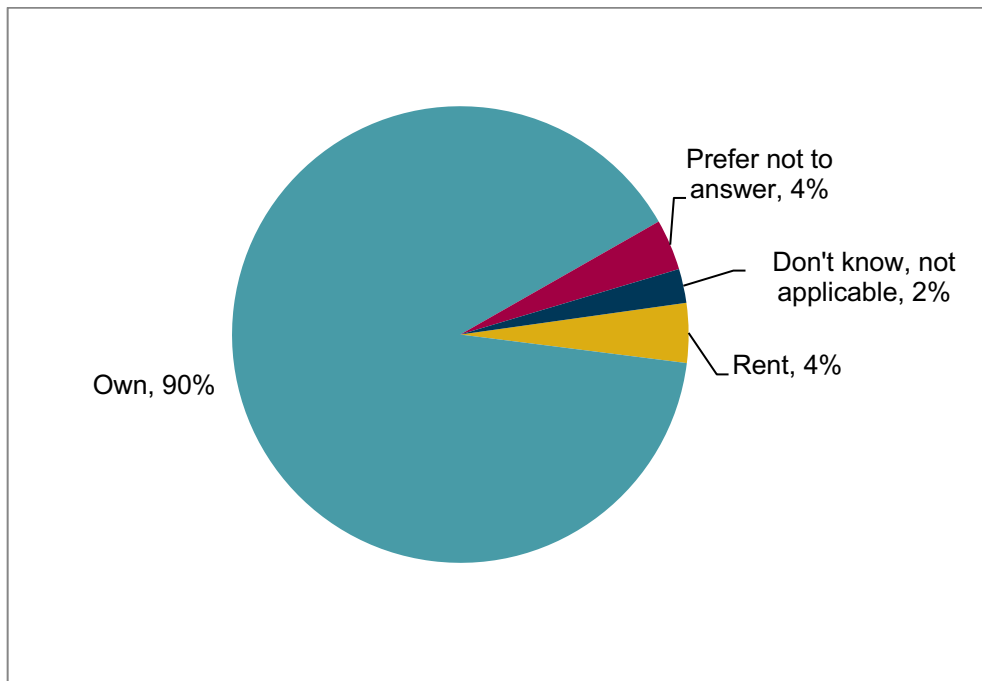


Figure 23: If you live in the Township of Southwold, how long have you been a resident?



N=164

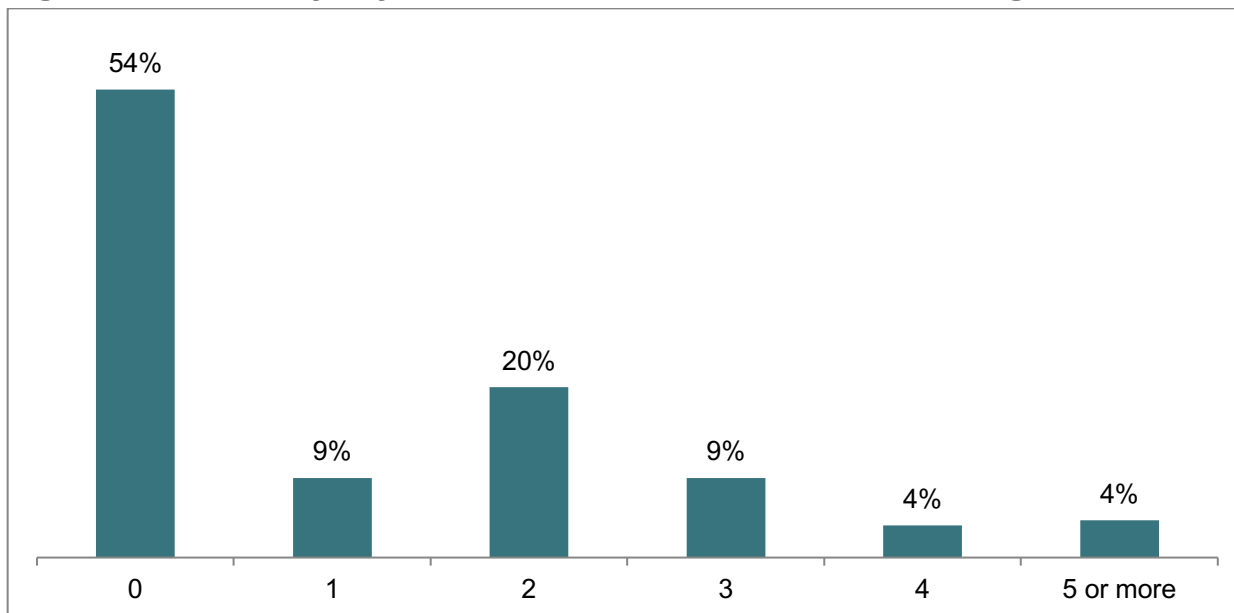
Figure 24: Do you rent or own your residence?



N=166

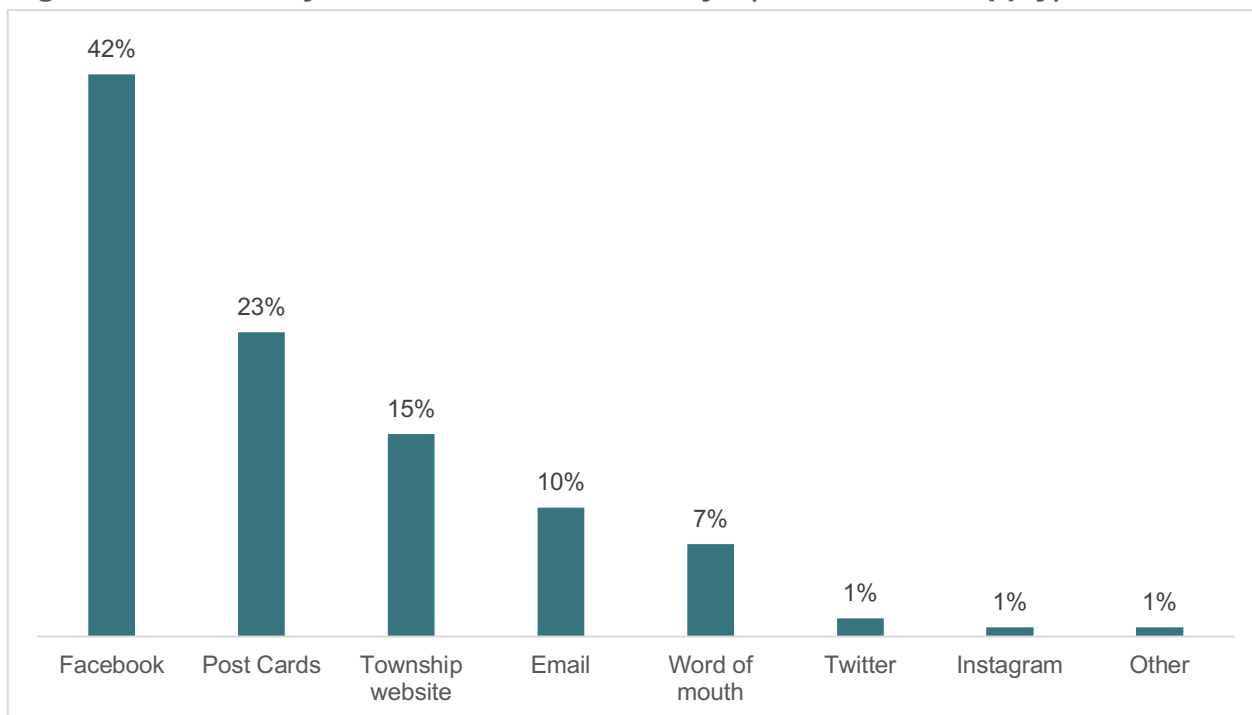


Figure 25: How many of your household members are under the age of 18?



N=163

Figure 26: How did you learn about this survey? (check all that apply)



N=125



Appendix D: Community engagement details

3.15 SOUTHWOLD MAY 11 COUNCIL WORKSHOP

Q1 What three words or phrases would you *currently use* to describe Southwold?

Growing x 5

Change
Diversity
Identity?
Ready for success
Challenging
Frugal

Wholesome
Quaint
Connected
Welcoming
Community oriented
Family

Q2 What three words or phrases would you *like to use in the future* to describe Southwold?

Economically diverse
Sustainable and resilient
Secure
Prosperous
Industrial growth
Affordable
Community oriented

Progressive
Thriving
Established
Diverse
Vibrant
Together
Clearer vision

Connected, engaged community x2

Q3: What aspects of the Township of Southwold do you value the most? What makes it a desirable place to live or work?

Rural fabric x4

Community connectedness – belonging x 3
Lifestyle – relaxed, accepting

Community - family

Picturesque
Valuable green infrastructure

Q4: What do you believe are the most pressing challenges facing Southwold?

of residential developments on the books
Challenge for staffing and infrastructure
Servicing industrial land x 7
Lack of local control over planning x 3
Maintaining wholesome rural character
Capital intensive projects in short window x3
Maintaining our boundaries x 2

Public transportation
Large changes/development nearby/regional change
Working shortage – lagging Canadian population
Shortages of amenities in the Township (retail, services, restaurants)
Retain natural heritage

Q5: What do you believe are the most significant opportunities facing Southwold?

Density makes residential more affordable (infrastructure is cheaper) x2
Leveraging Southwold's quality of life x4
Industry – greatest time – large track of industrial land x3

Volkswagen investment next door
Scale – ability to provide more services and businesses
Small business opportunities
Leverage green infrastructure.

Q6: Are there any specific issues or areas that you feel are not adequately addressed in our current Township plans or policies?

OP, zoning – more restrictions, requirements for developers – making density attractive x4
Community master plan – connection of development to the community x3
Walkability

Town squares and destinations (coffee shops, commercial) x6
Connectivity of residential development
Transportation (incl. active transportation)



Q6: How do you envision the ideal future for Southwold in terms of economic development, infrastructure, public services, and quality of life?

Connection between Fingal & Shedden (open space feel between trails, etc.
Diversity and resilience in employment
More commercial, industrial employment in Southwold
Less income gap – more middle class
Diversity of residential – various budgets in same development
Leverage green infrastructure x 3
Spend less on built infrastructure

Industrial tax paying businesses x 3
Less reliance on small # of businesses
Taxes to support greater investment in infrastructure, community assets x 4
Deeply connected, volunteer-driven community x 3
Open communication with residents
Welcoming to new residents
Sanitary for industrial/residential x6
Hydro for industrial

Q8: How will we know if we have been successful? What are the key measurements of success?

Good paying jobs
Resident retention
Lower taxes
Functioning sanitary sewers
Maintained quality of life – connections x5

Retain natural heritage
Strong volunteer involvement x2
Denser development
Managing sprawl x2
Farmland maintained



3.16 SOUTHWOLD MAY 11 COMMUNITY WORKSHOP

Q1 What three words or phrases would you *currently use* to describe Southwold?

Rural urban mix
Beautiful farms
Great farmland
Roadsides need tidying
Easy to travel to
Sewage Plan
Infrastructure having issues keeping up with development
Growing almost too fast
Traffic control in new development
Bylaw enforcement
Road work needed
Industrial development
Lots of sports available
Bus transit
Haphazard Planning
Pavement downhill from Fingal Line to Sunset Drive

Untidy
Rural
Small town x2
Affordable housing
Economical/ cheaper living x3
Low taxes x 2
Truthful incomplete
Safe x2
Thriving
Friendly
Expanding
Growing x6
Very busy
Change from neighbours to not knowing people
Good/great/nice place to live x4
Community focused x2
Friendly
Volunteerism

Q2 What three words or phrases would you *like to use in the future* to describe Southwold?

Slow down housing
Limit subdivision development
More housing for seniors
More affordable housing
Beautify homes and lots
Diverse
Accommodating all family dynamics (seniors, young families, working class)
Not to leave behind current residential (sidewalks, streetlights)
Better informed residents
Less city slickers not wanting farms
Better (more) rental properties
Growing in population
Growing ???
New school
Growing in population
Low taxes
Low property taxes
Council who actually work together
Secure/ in charge
Unified
Volunteerism
More industry
Not too crowded
Less development – keep it country

More open space
Mainly agriculture safe
Be more open
Productive
Progressive
Innovative
Safe
Community focused
Pride in community
Stability property taxes
Great farmland
Lower taxes
Low taxes
Safe for all
Less taxes
Affordable
More road maintenance
Road people to want to keep clean and maintained.
Sewers needed
Need training for grader operators
Be more community oriented
Future fibre internet
Better internet
Pedal bike friendly
Hopeful for better rural roads



Q3: What aspects of the Township of Southwold do you value the most? What makes it a desirable place to live or work?

Low/stable property taxes
Comfortable, safe place to live
Ease of access to amenities
The work the office staff do
The open farm land
Friendliness of our citizens
Safe
Rural connections
Respect culturally
Peaceful

Rural (large properties)
Room for growth
Sense of community
Rural – room to move
Walking trails
Community events (school, fair, Rosy Rhubarb, tract pull)
Community groups (optimists, SCPA, lodgers)
Lower taxes
Easy access to services

Q4: What do you believe are the most significant challenges facing Southwold?

Road conditions
need for industry
Rental properties needed
Maintain prime agricultural land
Keep the township tidy
Keep different communities in the Township unified
Better internet services
Building at schools
New residents not being aware they are part of Southwold not St. Thomas
No coffee shop to bring citizens together
Increase in traffic and the speed of that traffic
Access to public transit
Senior housing that is affordable
Merging interest of rural and urban households

Road maintenance
School capacity and access
Policing bylaw enforcement
Public transportation
More medical services
Council working together
Development too fast with no foresight
Loss of adversity
Need to revise buffer zones (streams drainage)
Housing for seniors
Agricultural challenges
Controlling operational costs
Need full-time councillors
Wetland decreasing fast
Woodlots management

Q5: What do you believe are the most significant opportunities facing Southwold?

Attracting new manufacturing businesses
Enforcement of environmental requirements
Identifying challenges farmland for new business
Growth for housing
Jobs in construction
Industrial growth
Skilled agricultural workers
Senior housing
Maintaining agricultural ground
Maintaining roads
Rural development
Create provincial park & more parkland (Fingal)
Campgrounds

Rail trail
Control growth
Residential, commercial and industrial development
Creating sustainable services (sewage treatment, environmental)
Planning opportunity
Maintain farming community
Keep citizens better informed
To plan future growth with all citizens in mind
To develop organizations and events to bring all citizens together
To maintain farmland and green spaces

Q6: How do you envision the ideal future for Southwold in terms of economic development, infrastructure, public services, and quality of life?

Fully integrated rural/urban community
Increased local employment
Better control of landfill environment

A council that keeps citizens fully informed.
Communicate rather than having news spread by the grapevine
New development to be as green as possible i.e. solar panels on new homes



Maintain safe communities, proper funding of police
Have infrastructure in place to facilitate “green” transportation (electric charging places)
Use the already designated commercial property
Make smaller commercial properties
Services/businesses should pay commercial/business tax
Innovate systems with nature (e.g. drainage)
Collect carbon credits to lower tax base individually
“small” houses e.g. 4 plex, 1200 sq. ft
Utility costs stabilize via centralization of meters
Safe water
Mix of small family farms vs. huge farms to keep identity
Industrial development – jobs
Residential development – various housing types

What priorities should Council focus on over the next four years?

Responsible business development
Promotion of affordable housing development (single storey)
Maintenance of infrastructure
Severances fair and equally
Allow severances of woodlots to save woodlots
Protect wetlands and natural areas
Noise bylaw
Increase OPP presence.
Garbage stations for legal disposal
Bring STEAM back to the complex
Tax businesses appropriately
Communication – make information available.

Adequate schools
Policing/fire /ambulance/health care
Recreation – bike lanes, hiking trails, park development
Upgrades to equipment and training for personnel
All villages coming together to unite as Southwold Township
Communication – may be newsletter for those on the net i.e., sewage & building infrastructure
Equal sharing of budget to cover community needs for established and newly established areas including sewage.
Economic growth, slow and steady
Affordable housing for aging seniors
Knowledgeable, strong municipal government/Township

Take from past experiences and develop without causing long lasting issues
Work in stages
401 traffic and how it impacts the community
Pave or tar/chip more rural roads
Protect our farmland/green spaces
Keep the community neat and tidy to attract businesses and promote pride with residents
Communication with taxpayers – keep us informed
Eliminate use of sand on roads
Maintain ditches and roadsides, need more maintenance before weeds to seed



3.17 STAFF WORKSHOP MAY 18, 2023

Q1 What three words or phrases would you *currently use* to describe Southwold?

Rural x7

Agricultural
Small town feeling
Small town vibe
Homey
Friendly
Community
Community oriented
Polite
Engaging
vibrant
Active
Progressing/ progressive

Comfortable
Becoming more diverse
Quiet
Remote
Peaceful x 2
Leisurely
Frugal x 2
Low taxes
Minimal services (businesses)
Resistant to change (all of Elgin)
Growing x 4
Beautiful
Opportunity

Q2 What three words or phrases would you *like to use in the future* to describe Southwold?

Welcoming x 2

Diverse
Inclusive
Young demographic
Small town vibe
Serviced
Best public works building in the County

Progressive x 3

Attractive
Green
Quiet
Family oriented
Destination

Bigger
Affordable x 2
Steady
Cost effective to live in
Prosperous x 3
Thriving
Lots of employment opportunities
Economic stability
Rich
Economic hub
Balanced
Invested
Rich

Q3: What do you believe are the most pressing challenges facing Southwold?

Technology – internet access

Infrastructure (sewage, water, roads) and the ability to fund

Economic development
More industry
Business and personal services (grocery, fuel, medical)
Social services (day care)
Schools
More traffic
Garbage/landfill

Diversity and inclusion
Infrastructure services
Attracting local commercial businesses
Uncertainty of provincial policies
Inflationary pressure of infrastructure
Affordable housing
Lack of promotion/awareness
Changing social/demographic dynamics
Attracting/retaining staff to provide services
Council willingness to spend for services
Developable land

Q4: What do you believe are the most significant opportunities facing Southwold?

Growth (residential, industrial)

Industrial lands

Location x 2

Low taxes
Rural/Landscape

Parks & facilities
Increase level of service
Sustainability
Revenue opportunity (Amazon)
Active community



Q5: What aspects of the Township of Southwold do you value the most? What makes it a desirable place to live or work?

Affordable

Location – proximity to amenities

Parks/facilities

Quaint

Small town feel x 2

Location (parks/open space, good road infrastructure, clos to larger metropolis, reasonable tax rate, proximity to lake)

Family oriented

Rural-urban mis dichotomy

Q6: Are there any specific issues or areas that you feel are not adequately addressed in our current Township plans or policies?

Infrastructure (municipal building, sewer, water, roads, drainage

Facilities plan (Township overall, public works, Keystone, parks, plaza, storage building)

Technology - portal

Infrastructure plan (capital plan, servicing, facilities plan)

Better delineation between policies and planning (Council/staff)

Cultural, social, diversity, inclusion

Q7: How do you envision the ideal future for Southwold in terms of economic development, infrastructure, public services, and quality of life?

Living, working and playing in same community

More roads paved

Social services (providing programming, sports)

Public services/businesses (stores, restaurants)

Sanitary infrastructure

More recreational programming

Proper facilities for staff (present, future)

Developed industrial park

No gravel roads

Better waste management

Destination parks

Proper facilities for staff

Thriving local businesses

Multi-modal transportation network

Q8: How will we know if we have been successful? What are the key measurements of success?

Residents/businesses increase

Increased census growth over multiple periods

Parks/facilities being used/rented

More users doing/seeking services electronically

Growth

Top 100 employer/place to live

Fewer resident/ customer complaints

Bring in businesses to offer residents more amenities (more tax revenue + more amenities, better infrastructure)

Increased and retained industrial development

Increased municipal revenue

Preferred employed

Increased level of service (LOS)



COMMUNITY WORKSHOP MAY 18, 2023

Q1 What three words or phrases would you *currently use* to describe Southwold?

Developing
Growing x 2
Changing
Sprawling
Lack of growth
Small community
Rural x 4
Tranquil
Quiet

Beautiful, scenic
Clean
Nice place to live
Friendly
Family living
No plan
Set in their ways
Identity
Diverse/ not diverse/ more diverse

Q2 What three words or phrases would you *like to use in the future* to describe Southwold?

Growing/ growth/ increase in population
Future-ready
Forward thinking
Accountability of council x 2
Organized
Trails that connect the County
Outdoor recreation
Environmentally sustainable/ driven
More affordable senior housing
Accommodation for different lifestyles
Trails that connect the county

Outdoor recreation
Environmentally sustainable
Environment driven
More services
More health care options
Sewer in town
Self -sustainable/ community supported
Choices for family (sports, shopping)
Friendly, relaxing
Fun place to live/welcoming
Proud of heritage
Tourism and residential destination

Q3: What aspects of the Township of Southwold do you value the most? What makes it a desirable place to live or work?

Proximity
Amenities (emergency services, beaches, community centres/events, small business)
Room to move (less dense)
Community – volunteer organizations, collaboration
Tranquility,
Neighbourly
Ease of access to major highways
close to work
Family living
proximity to major cities, community events
community facilities

Small businesses
Port Stanley
Beaches
emergency services
Quiet
Open space/ not too crowded
Opportunities
Lower taxes
Farmland
Animals
Municipal infrastructure (road clearing, maintenance, fire department, etc.)



Q4: What do you believe are the most significant challenges facing Southwold?

How do we support education for the large family/kid base
Maintaining low taxes as Southwold grows
Maintaining agricultural land
Maintaining wetlands

Keeping a small community feel as we grow Connecting the community through recreation

A knowledgeable forward-thinking council
Infrastructure as we grow
Future ready (sewers, infrastructure)

No noise by-law, no short term rental by-law, need a Southwold By-law officer on staff

Policing
Leveraging incoming development
Active transportation (cycling paths, hiking trails)
Tourism destination (all towns not just Poet Stanley)
Utilizing empty commercial spaces
Aesthetically pleasing communities
Future ready (infrastructure, social services, active transportation)

Q5: What do you believe are the most significant opportunities facing Southwold?

Building walking trails on railway lines to St. Thomas

Senior security (affordable senior housing complex/increased medical resources)
Build a more robust small business opportunity (gas station, restaurants, coffee shops, etc.)

Find new ways to get township updates to the community (quarterly meeting, text messages etc.)

Transportation infrastructure Developer near 401 (mainly commercial, some residential)

Q6: How do you envision the ideal future for Southwold in terms of economic development, infrastructure, public services, and quality of life?

Complete community – small businesses (coffee shops, restaurants), easy transportation, seniors' housing
Recreation – walking trails all over, parks
community get together, walkable society
Sustainability – zero waste, clean environmental areas and wetlands
Safe community
Increased communication from Council
Strong volunteer base
Small town atmosphere

Strong identity/brand
Thoughtful development
Desirable destination (beautiful, vibrant)
Sanitary mains to all (field of dreams concept)
Proactive/forward thinking
Protecting and expanding amenities
Carpooling by the 401
Expanded medical services
Active lifestyle
Growth (amenities, services)
Strong identity

Q7: What priorities should Council focus on over the next four years?

Infrastructure (maintenance, expansion), parks
community centres, sanitary sewers
Assess all impacts for proposed development (benefits and negatives)
Ensure developments are thoughtful and have infrastructure (e.g. traffic lights) in place
Tourism and residential destination
Brand/identity (small town atmosphere)
Complete community

Entice small business
Convert railways to trails (walkable community)
Honest open communication
Select diverse groups of volunteers for targeted strategic approach
Infrastructure
Senior housing and support
By-laws that address growth (noise, # of animals, short term rentals)





TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Josh Mueller MCIP, Planner

REPORT NO: PLA 2023-24

SUBJECT MATTER: Information Pertaining to Proposed Provincial Planning Statement

Recommendation(s):

None – for Council Information.

Purpose:

The purpose is to inform Council of the Natural Heritage policies of the new proposed Provincial Planning Statement and how it will affect land use planning in the Township of Southwold.

Background:

The current Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for all Ontarians.

The government is seeking to replace the current Provincial Policy Statement with a new Provincial Planning Statement. The proposed Provincial Planning Statement would contain several new land use policies.

A previous report outlined the policies of the proposed Provincial Planning Statement. The Natural Heritage policies were not included as they had not been released yet. The Natural Heritage Policies have now been added to the proposed Provincial Planning Statement.

The Natural Heritage Policies of the proposed Provincial Planning Statement from a Township perspective will be discussed below.

Section 4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.

The Township of Southwold has policies in place in the Zoning Bylaw to ensure that Natural Features are protected.

2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas, surface water features* and *ground water features*.

The Township has policies in place to limit development in areas containing natural features.

3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E1, recognizing that *natural heritage systems* will vary in size and form in *settlement areas, rural areas, and prime agricultural areas*.

Ecoregions 6E & 7E1 are not in our Township, they are in Northern Ontario. The Township must account for natural heritage systems when defining settlement areas, rural areas, and prime agricultural areas.

4. *Development* and *site alteration* shall not be permitted in:
 - a) *significant wetlands* in Ecoregions 5E, 6E and 7E1; and
 - b) *significant coastal wetlands*.

The Ecoregions mentioned above are not in our Township. There are no significant coastal wetlands in the Township.

5. *Development* and *site alteration* shall not be permitted in:

- a) *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E1;
- b) *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River);
- c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River);
- d) *significant wildlife habitat*;
- e) *significant areas of natural and scientific interest*; and
- f) *coastal wetlands* in Ecoregions 5E, 6E and 7E1 that are not subject to policy 4.1.4(b)

unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.

None of the above scenarios apply to the Township of Southwold.

6. *Development and site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.

A portion of the Township of Southwold borders Lake Erie, as well there are many creeks and streams throughout the Township. Development policies are in place to establish setbacks from watercourses.

7. *Development and site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.

There are endangered and threatened species of plants and animals in the Township of Southwold. Species management, preservation, and protection can generally be achieved with an Environmental Impact Assessment (EIA). EIAs are required for all proposed development within the Township.

8. *Development and site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.

The Township of Southwold has development policies in place pertaining to lands adjacent to natural heritage features.

9. Nothing in policy 4.1 is intended to limit the ability of *agricultural uses* to continue.

The majority of land in the Township of Southwold is agricultural land. Policies are in place to protect, maintain and enhance agricultural land and agricultural uses on these lands.

The proposed new Natural Heritage policies have also introduced several new definitions to the proposed Provincial Planning Statement. These include: areas of natural and scientific interest, ecological function, fish habitat, natural heritage system, site alteration, valleylands, and woodlands etc.

Financial Implications:

None. This is an information report only.

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 Council of the Township of Southwold receive Report PLA 2023-24 regarding the Natural Heritage policies in the proposed Provincial Planning Statement.

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

Approved for submission by:
Jeff Carswell
CAO/Clerk
"Approved Electronically"



TOWNSHIP OF SOUTHWOLD
Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Aaron VanOorspronk, Director of Infrastructure and Development Services

Paul Van Vaerenbergh, Public Works Superintendent

Brent Clutterbuck, Drainage Superintendent

Kevin Goodhue, Water/Wastewater & Compliance Superintendent

REPORT NO: ENG 2023-32

**SUBJECT MATTER: Activity Report for Infrastructure and Development team -
June 2023**

Recommendation(s):

None – For Council Information.

Purpose:

The purpose of the report is to update Council on the Infrastructure and Development Services team activities for June 2023.

Development:

- Ford Road Watermain Design – 60% Submission Received
- Port Stanley Pressure Reducing Valves – Design Underway
- Attended PSD Citywide Conference
- Met with GFL regarding waste collection
- Lynhurst Park Drive was paved and deficiencies addressed
- Talbotville Firehall working towards design-build RFP
- Clinton Line Watermain Install continues, 600/2000m installed
- Completed review of Talbotville Meadows Phase 2 Subdivision agreement, expect clean version imminently
- Turville Farm issued Site Alteration Permit for fill placement, consultation for submission

- Total list of active subdivision/site plan files is shown below:

<u>Development Files</u>	<u>New this Month</u>	<u>Stage of Development Process</u>	<u>Settlement Area</u>
Talbotville Meadows Phase 1		Residential build out, working towards request for assumption	Talbotville
Ridge Phase 2	Working on Sign Installs	Residential build out, working towards request for assumption	Talbotville
The Clearing	Pending Occupancy	Residential build out	Talbotville
Enclave Phase 1		Residential build out, working towards request for assumption	Talbotville
Florence Court		Residential build out, working towards request for assumption	Ferndale
Talbotville Meadows Phase 2	Draft agreement reached, waiting for clean version for Council Approval	Earth works and construction of underground infrastructure	Talbotville
40134 Talbot Line		Site plan agreement	Talbotville
McBain Line		Draft plan, working towards engineering submission	Ferndale
35743 Horton Street (Stoss)		Studies, preparing for draft plan submission	Shedden
4509 Union Road (Turville)	Fill Placement ongoing, first site alteration permit issued	Studies, preparing for draft plan submission – Spring 2024 Servicing	North Port Stanley
8068 Union Road		Studies, preparing for draft plan submission	Fingal

10247 Talbotville Gore Road	Awaiting Site Plan Submission, Provided Drainage, and initial site comments	Studies, preparing for site plan	Talbotville
Talbotville Meadows Blocks 177 & 178		Pre-Consultation	Talbotville
4324 Thomas Road		Studies, preparing for draft plan submission	North Port Stanley
7882 Union Road		Pre-Consultation	Fingal
11085 Sunset Road		Pre-Consultation	Talbotville
35556 Fingal Line		Background information	Fingal
North of 9877 Union Road		Pre-Consultation	Shedden
Teetzel Development		Background information	Shedden
8115 Union Road		Consultation	Fingal
Field north/east of John Street		Consultation	Shedden



Infrastructure

a) *Water and Sanitary*

- Locates have increased again with fibre contractors completing work
- Completing meter repairs
- Building meter assemblies for office.
- Repairing curb stops.
- Hydrant asset management review and flushing
- Meter reading
- Map marking water infrastructure
- Repairing signs
- Co-ordinating future water services
- Hydrants and sample station painting and weed eating
- Locate training
- Dead end Flushing

• *Roads and Bridges*

- All roads have now received calcium dust control.
- Storm drain and catch basins were being installed on Lake Line
- Graveling program for 2023 was completed.
- Catch basin cleaning, roadside grass mowing, and stop block painting continued.



Roads Crew Installing New Catchbasins on Lake Line

2023 Capital Project Process:

2023	Budget	Status/Comment
Water and Sewer		
Shedden and Fingal Sewer		Working with Central Elgin on agreement RFP on hold until scope can be clarified
Roads		
Hard Surface Projects	\$400,000.00	Pricing on curbs and asphalt have been received
Public Works Building	\$200,000	90% design, planning to tender before Christmas
Lynhurst Subdivision	\$2,975,000	Surface asphalt 2023
Talbotville Sidewalks	\$100,000	Contractor arranging bonding, to coordinate schedule in near future.
Lynhurst Excess Soil Removal	\$65,000	Hauling set to begin Monday July 10

b) Drainage:

Drains Before Council:

Construction:

- **McIntosh #2 Drain 9 Sept 15)** Construction complete
- **A&C Jones Drain (July 21):** Construction Complete
- **GH Pennings Drain:** the work is substantially complete

In the hands of the Engineer

- **Ryan Drain (Sept 19):** Engineer working on his report. The watershed has been reviewed by the Engineer and I have followed up with the proponent to discuss the findings and future actions.
- **Third Line – Magdala Drain (formerly Con 3, Lot 5 Drain): (June 12)** Council returned to Engineer.
- **Bogart Drain Ext. (Dec 15):** The proponent has asked that this drain be put on hold for the time being.

- **Taylor Drain: (Mar. 21):** The engineer is now working on answering Ministry of Transportation questions for the bore under the 401
- **Palmer/Bush Line Drain** (Aug. 2022): Surveying is complete
- **Bogart Drain Branch C** (Aug 2022) meeting **with property owners arrange for early June to review the engineer's proposal**

Drains Initiated in Neighboring Municipalities:

- **Marr Drain (2012):** (Central Elgin). We are waiting for the invoices from Central Elgin so that we are able to access the costs to affected landowners in Southwold
- **Lake Road Diversion Drain (2013)** (Central Elgin). We are waiting for the invoices from Central Elgin so that we are able to access the costs to affected landowners in Southwold.

Maintenance:

Work being assigned to contractors as requests coming in
Drainage Superintendent has been out in the field looking at maintenance requests and fielding landowner questions.

Railways:

CN rail has filed an application with the Canadian Transportation Agency against the City of Sarnia with regards to the Drainage Act. The Rural Ontario Municipal Association has filed for intervener status in this drainage dispute.

Grant Application:

2022 Capital Project Process:

2022	Budget
McIntosh #2	21,099.00
Anticipated 2023	Budget
G.H. Pennings Drain - Oneida Road crossing	\$15,539.00
G.H. Pennings Drain - water line special	\$2,160.00

A.& C. Jones Drain – Lake Line	\$22,963.00
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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:
Infrastructure and Development
Services Team
"Submitted electronically"**

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



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Aaron VanOorspronk, Director of Infrastructure and Development Services

REPORT NO: ENG 2023-33

SUBJECT MATTER: Rose Ave Illumination Warrant

Recommendation(s):

THAT Report ENG 2023-33 relating to Rose Ave Illumination, be received for information

Purpose:

This report aims to inform Council about the findings of the Rose Ave Illumination Warranty Study.

Background:

Staff was previously made aware by Council of resident concerns at the intersection of Rose Avenue and Union Road. In response, Staff conducted an illumination warrant study based on the Ministry of Transportation of Ontario's Illumination Policy and Warrant Forms (Directive PLNG-B-05). The warrant form considers various factors, including intersection geometrics, roadside conditions, nighttime road collisions, and more. Each factor is assigned a weighting, and the weighted scores are summed. If the total score exceeds the policy threshold, a comprehensive cost/benefit analysis is conducted. The completed warrant form, which outlines the factors considered, is attached to this report.

Although the intersection of Rose Avenue and Union Road falls under the jurisdiction of the County, Staff have previously conducted similar studies for the County. Therefore, they believe it would be more efficient to complete the study in-house to determine if the intersection meets the threshold for illumination. Staff performed the study using conservative values and determined that the intersection does not meet the requirements for illumination.

It is worth noting that if pedestrian facilities are extended to Rose Avenue in the future, and with the development of the area, it would be worthwhile to reassess the warrants for illumination. A future sidewalk connecting to this intersection would provide a

pathway to common destinations in Shedden, such as parks and the Keystone Complex grocery store.

Financial Implications:

There are no financial implications as this report is for information purposes only.

Conclusion:

Based on the warrant analysis, the intersection does not meet the requirements for illumination. Staff recommend re-evaluating the warrant in the future once northern development activity is underway and if pedestrian facilities are extended down Union Road to Rose Avenue in conjunction with the proposed development.

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.
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Respectfully Submitted by:
Aaron VanOorspronk, CET.
Director of Infrastructure and
Development Services
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"

Southwold Intersection Illumination Warrant Sheet (From MTO Illumination Policy and Warrant Forms)

Intersection Location: Rose Ave and Union Road			Date: 2023-06-28
Reviewer:			
(MTO Illumination Policy and Warrant Forms Section 4. Non-Freeway - Intersection Illumination) Illumination warrant is warranted if any of the following conditions apply :			
4.1.1	At Intersections of freeways under stage development with a multi-lane divided cross-section	No	If yes provide comment/reason:
4.1.2	Intersections where traffic is channelized by means of physical islands.	No	If yes provide comment/reason:
4.1.3	Intersections with Traffic Control Signals	No	If yes provide comment/reason:
4.1.4	Intersections with high night time collision rates (an average of three nighttime collisions per year over a three year period with no other obvious cause)	No	If yes provide comment/reason:
4.1.5	Intersections adjacent to existing areas of high intensity illumination (e.g., shopping centres, service stations, etc.)	No	If yes provide comment/reason:
4.1.6	Intersections on multi lane undivided highways where the warrants for traffic signals are fulfilled at least 80%	No	If yes provide comment/reason:
4.1.7	Where geometric standards are below recommended practices as outlined in the Geometric Design Manual or TAC	No	If yes provide comment/reason:

Southwold Intersection Illumination Warrant Sheet

(From MTO Illumination Policy and Warrant Forms)

Classification Factor	Inters. Value	Rating (X)					Inters Rating (X)	Unlit Weight (A)	Lighted Weight (B)	Diff. (A-B)	Score [X(A-B)]
		1	2	3	4	5					
<u>Geometric Factors</u>											
Number of Legs	2		3	4	5	6+	3	3.0	2.5	0.5	1.5
Approach Lane Width (m)	3.5	3.75	3.5	3.25	3	< 3.00	2	3.0	2.5	0.5	1
Turn Lanes	none	none	LTL on Maj. Legs	LTL on All Legs & RTL on Maj. Legs	LTL & RTL on Maj. Legs	LTL & RTL on All Legs	1	2.0	1.0	1.0	1
Approach Sight Distance (m)	350+	>210	151-210	91-150	60-90	<60	1	2.0	1.8	0.2	0.2
Grades on Approach Streets	Flat/Minimal	<3%	3-3.9%	4-4.9%	5-6.9%	7%	1	3.2	2.8	0.4	0.4
Curvature on Approach Legs Radius (m) (deg.)	Straight/No Curve	>600 (<3.0)	600-290 (3.0-6.0)	289-220 (6.1-8.0)	219-170 (8.1-10)	<170 (>10)	1	13.0	5	8.0	8
Parking in Vicinity of Intersection	Shoulder	prohib. both sides	loading zones	off-peak only	perm. one side	perm. both sides	5	0.2	0.1	0.1	0.5
									Geometric Total:		12.6

Southwold Intersection Illumination Warrant Sheet

(From MTO Illumination Policy and Warrant Forms)

Classification Factor	Inters. Value	Rating (X)					Inters Rating (X)	Unlit Weight (A)	Lighted Weight (B)	Diff. (A-B)	Score [X(A-B)]
		1	2	3	4	5					
Operational Factors											
Operating Speed on Approach Legs (km.h)	80 SB	40 or less	50	55	65	70 or greater	5	1.0	0.2	0.8	4
Type of Control	Stop on Minor	traffic signal	traffic signal	traffic signal	4-way stop	stop control on minor legs	5	3.0	2.0	1.0	5
Level of Service	A	A	B	C	D	E,F	1	1.2	0.2	1.0	1
Total Ped. Volume	0-10	0-10	11-50	51-100	101-200	200	1	1.5	0.5	1.0	1
Operational Total:											11

Southwold Intersection Illumination Warrant Sheet (From MTO Illumination Policy and Warrant Forms)

Classification Factor	Inters. Value	Rating (X)					Inters Rating (X)	Unlit Weight (A)	Lighted Weight (B)	Diff. (A-B)	Score [X(A-B)]
		1	2	3	4	5					
<u>Environmental Factors</u>											
Adjacent Development	3	none	1 quad	2 quad	3 quad	4 quad	4	0.5	0.3	0.2	0.8
Type of Development Near Intersection	res	undeveloped	residential	50% res. 50% industrial/ comm.	indust. or comm.	strip indust. or comm.	2	0.5	0.3	0.2	0.4
Illumination adjacent to intersection	none	none	1 quad	2 quad	3 quad	4 quad	1	3.0	1.0	2.0	2
Environmental Total:											3.2

<u>Accidents</u>											
% of Night-to-Total Accidents (3 yr. avg) incld. dusk/dawn	none	<20%	20-30%	31-40%	41-50%	>50%	1	10.0	2.0	8.0	8
Accidents Total:											8

Geometric Total: 12.6

Operational Total: 11

Environmental Total: 3.2

Accidents Total: 8

Sum: 34.8 Points

Partial Illumination Warranting Condition: 62 Points



Southwold Intersection Illumination Warrant Sheet (From MTO Illumination Policy and Warrant Forms)

Meets Warrants:



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Aaron VanOorspronk, Director of Infrastructure and Development Services

REPORT NO: ENG 2023-34

SUBJECT MATTER: Additional Bag Tags

Recommendation(s):

THAT Report ENG 2023-34 relating to Additional Bag Tags, be received for information and;

THAT Council direct Staff to create and purchase additional garbage bag tags and amend the current user fee by-law for consideration at Council's next meeting.

Purpose:

This report aims to present a proposal for the implementation of an Additional Garbage Bag Tags Program. The program will offer residents the opportunity to purchase bag tags, priced at \$2.50 per bag, to cover the cost of collection for additional garbage. By providing this option, we aim to accommodate situations where residents may have excess waste that exceeds their regular collection limits.

Background:

Staff recognize that there are instances when residents generate a higher volume of garbage beyond their usual collection needs. This can occur during various circumstances, such as spring cleaning, moving, hosting large gatherings, or engaging in home renovation projects. Currently, depending on the collection area, residents and businesses can place up to three bags weekly or six bags bi-weekly curbside for disposal, or bring additional waste to the Community Recycling Centre (CRC). To offer an additional method of disposal for homes and businesses that have additional bags from time to time or may struggle to bring waste to the CRC, Staff recommend selling bag tags that would be applied to the bag and placed curbside during scheduled collection at the convenience of the user.

Implementation Plan:**Availability of Bag Tags:**

Bag tags will be made available for purchase at the Township Office and participating local businesses. Local businesses who wish to participate in selling bag tags would purchase tags from the Township in bulk at a discounted rate for resale to the public. This provides residents with more convenient access to tags while bringing additional foot traffic and some revenue to the local business. Upon Council approval Staff will reach out to local businesses to inquire of interest in participating

Communication and Promotion:

A comprehensive communication strategy will be implemented to inform residents about the availability and purpose of the additional garbage bag tags.

Township's website, social media platforms, and mailouts will be utilized to promote the program and provide information on purchasing locations.

Tag Usage and Collection:

Residents who require additional bag tags can purchase them at the designated locations. Each extra bag of garbage must have a bag tag visibly attached to indicate that the collection cost has been covered. The waste collection contractor will be informed and instructed to collect the tagged bags during regular collection routes.

Monitoring and Evaluation:

Township staff will monitor the sales and usage of bag tags to evaluate the effectiveness and demand for the program. Feedback from residents regarding the program's convenience, availability, and suggestions for improvement will be welcomed and considered for future enhancements.

Financial Implications:

The additional bag tags will operate on a self-sustaining basis. The cost of the bag tags, set at \$2.50 per bag, will cover the expenses associated with the creation, distribution of the stickers and collection of additional garbage. The revenue generated from the sale of bag tags will ensure the program's financial viability and sustainability.

Conclusion:

The proposed Additional Garbage Bag Tags Program offers residents a practical solution for managing excess waste that goes beyond their regular collection limits. By implementing this program, we can provide residents with a convenient option to dispose of extra waste when needed. Staff recommends the approval and implementation of this

program to enhance waste disposal options, promote responsible waste management practices, and maintain the cleanliness of our community.

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.
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Respectfully Submitted by:
Aaron VanOorspronk, CET.
Director of Infrastructure and
Development Services
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Aaron VanOorspronk, Director of Infrastructure and Development Services

REPORT NO: ENG 2023-35

SUBJECT MATTER: Sidewalk Construction Program

Recommendation(s):

THAT Report ENG 2023-35 relating to Sidewalk Construction Program, be received for information; and

THAT Council approve the relocation of sidewalk construction to Ferndale Park and Shedden.

Purpose:

This report seeks Council's endorsement to redirect the planned sidewalk works in Talbotville to alternate locations.

Background:

Council previously awarded a contract for the replacement of existing sidewalk at Sunset Drive and Talbot Line that had reached the end of its useful life, project limits can be seen in the figure below. Since award pertinent information has come to light that Staff believe should be brought to Council's attention. In concert with the proposed industrial development in St. Thomas the Ministry of Transportation (MTO) has initiated an Environmental Assessment for the twinning of existing Highway 3. The proposed twinning would see a new bypass constructed to the north of Talbotville. Given the future relocation of Highway 3, it is unclear what the MTO intends to do with its existing road. In the past the old asset was downloaded to a local municipality, ie. Highway 3 from the Chatham-Kent border to Talbotville was downloaded to the County. With the future of the existing roadway unknown, Staff believe it would be financially prudent to redirect our planned work to other areas in the Township. This would allow for the Ministry to provide clarity, through the EA process, of their plans for the road and intersection.



Staff reviewed several previously identified sections, like Mill Street, Fowler Street and Union Road to the Soccer fields. Based on our review, these sections warrant further investigation and design services as other factors like drainage and servicing should be considered as part of the sidewalk installation. Staff therefore recommend installing sidewalk on McBain Line from Major Line to the Ferndale Park. As shown in the picture below there is missing link to the community destination point. The addition of sidewalk here will provide pedestrians with a dedicated facility to access the community park, when considering the demographics that use the park, Staff would identify this as a priority link.



In addition to this connecting link in Ferndale, Staff recommend replacement of sections of sidewalk in the Village of Shedden. These sections would target high traffic areas on Union Road and Talbot Line that connect destination points together like the pharmacy, variety store and post office. The problem entrance at 40094 Talbot Line would also be addressed as part of this work by removing a limited number of sidewalk panels and adjusting the gradient to the entrance.

Financial Implications:

Staff discussed the alternate installation locations with the contractor, and they have agreed to carry their tender rates for the alternate locations. Staff will match the quantities of the original tender to maintain the budgeted amounts. Staff would also like to highlight that the original award report contained an error that carried through the tender submission, where a section of the form was not included in the total bid amount. Staff reviewed the bid forms and found they did not affect the outcome of the bid process. The correct award amount is \$73,000 plus applicable HST, not the previously awarded amount of \$55,500, given that this is still below the budgeted amount of \$100,000 Staff believe this still represents good value.

Conclusion:

Given the MTO's future twinning and relocation of the Highway 3 bypass, and its possible impacts on the existing intersection of Sunset Drive and Talbot Line, Staff recommend relocating the proposed sidewalk work to alternate locations to better use public funds.

Once the MTO provides clarity Staff will reevaluate the sidewalks at the intersection and the needs there.

Strategic Plan Goals:

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

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Respectfully Submitted by:
Aaron VanOorspronk, CET.
Director of Infrastructure and
Development Services
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Michele Lant, Director of Corporate Services/Treasurer

REPORT NO: FIN 2023-10

SUBJECT MATTER: Sec.357/Tax Incentive Approval Applications

Recommendation:

1. That Council approves the total adjustment of taxes for the 2023 tax year resulting from Municipal Act, Sec.357/Tax Incentive Approval adjustments as presented, in the amount of \$118,591.38.

Purpose:

The purpose of this report is to seek approval from Council to process, or to deny, Sec.357/Tax Incentive Approval adjustments of taxes for the 2023 taxation year as presented.

Background:

Reductions to assessment can be pursued by any taxpayer under the various provisions of Sec.357 of the Municipal Act and various Tax Incentive Programs. MPAC's role is to provide the municipality with the information it needs to enable municipal Council to determine whether a tax refund, cancellation, reduction or increase is warranted. Approved applications result in tax adjustments according to the amount of the assessment reduction. A municipal Council can decline to approve applications made under this section. A taxpayer then has the option of taking the application further to the Assessment Review Board where all parties can argue their position.

Comments/Analysis:

The detailed adjustment reports are attached as Appendix "A".

The following chart summarizes the recommended adjustments.

Year	Type	Township	County	Education	Total
2023	Section 357 Write-offs	-\$341.42	-\$408.79	-\$94.86	-\$845.07
2023	Tax Incentive Adjustments	-\$47,710.24	-\$57,124.34	-\$12,911.73	-\$117,746.31
	Total	-\$48,051.66	-\$57,533.13	-\$13,006.59	-\$118,591.38

Council can take the position of denying any Sec. 357/Tax Incentive Approval application. If denied, this report must be deferred and brought back to a future meeting. Notice is to be provided to applicants with adjustments that have been denied, at least 14 days before the meeting date to allow applicants representation during that future meeting.

Section 357(3) of the Assessment Act states that an application must be filed with the Treasurer on or before February 28 of the year following the year in respect of which the application is made. All applications included in this report were made within the regulated deadline.

Financial Implications:

County and School Board balances for applications made within legislated deadlines are recoverable from the County and School Boards. The Township portion of the tax adjustments are \$48,051.66.

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:
Michele Lant, Director of Corporate
Services/Treasurer
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"

2023.06.02 8.0 9759

Run Date: 2023-06-30 02:01PM

Business Date: 2023-06-30

Township Of Southwold
2023 SUPPLEMENTAL BILLING CALCULATIONS

34-24-000-000-00000-0000 TO 34-24-999-999-99999-9999

Page: 1

	Assessment	Total	General	County	No Support	Eng Pub.	Eng Sep.	Fre Pub.	Fre Sep.	Protestant
E E - 2023-01-01: 000-001-03900	35,800	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E E - 2023-01-01: 000-007-09800	39,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-01500	1,032,000	3,266.86	1,307.10	1,565.02	0.00	394.74	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-01900	1,055,000	3,339.67	1,336.23	1,599.90	0.00	403.54	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-02900	983,000	3,111.75	1,245.04	1,490.71	0.00	376.00	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-02903	16,700	52.87	21.15	25.33	0.00	6.39	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-03500	1,466,000	4,640.71	1,856.79	2,223.17	0.00	560.75	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-001-03900	1,072,200	3,394.12	1,358.02	1,625.98	0.00	410.12	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-003-05300	710,100	2,247.86	899.39	1,076.86	0.00	271.61	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-004-00101	234,500	742.33	297.01	355.62	0.00	89.70	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-004-02100	967,000	3,061.10	1,224.77	1,466.45	0.00	369.88	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-007-09800	1,022,000	3,235.20	1,294.43	1,549.85	0.00	390.92	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-007-09901	1,693,000	5,359.29	2,144.30	2,567.42	0.00	647.57	0.00	0.00	0.00	0.00
F T 2023-01-01: 000-009-00500	987,500	3,125.99	1,250.74	1,497.53	0.00	377.72	0.00	0.00	0.00	0.00
TOTAL FARMLAND		35,577.75	14,234.97	17,043.84	0.00	4,298.94	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-01500	-1,032,000	-14,066.43	-5,683.05	-6,804.42	0.00	-1,578.96	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-01900	-1,055,000	-14,379.93	-5,809.71	-6,956.07	0.00	-1,614.15	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-02900	-983,000	-13,398.54	-5,413.21	-6,481.34	0.00	-1,503.99	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-02903	-16,700	-227.62	-91.96	-110.11	0.00	-25.55	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-03500	-1,466,000	-19,981.96	-8,073.01	-9,665.97	0.00	-2,242.98	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-001-03900	-1,076,000	-14,666.16	-5,925.35	-7,094.53	0.00	-1,646.28	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-003-05300	-710,100	-9,678.84	-3,910.40	-4,681.99	0.00	-1,086.45	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-003-13202	-62,000	-845.07	-341.42	-408.79	0.00	-94.86	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-004-00101	-234,500	-3,196.30	-1,291.35	-1,546.16	0.00	-358.79	0.00	0.00	0.00	0.00

2023.06.02 8.0 9759
Run Date: 2023-06-30 02:01PM
Business Date: 2023-06-30

Township Of Southwold
2023 SUPPLEMENTAL BILLING CALCULATIONS

34-24-000-000-00000-0000 TO 34-24-999-999-99999-9999

Page: 2

	Assessment	Total	General	County	No Support	Eng Pub.	Eng Sep.	Fre Pub.	Fre Sep.	Protestant
R T 2023-01-01: 000-004-02100	-967,000	-13,180.46	-5,325.10	-6,375.85	0.00	-1,479.51	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-007-09800	-1,028,000	-14,011.91	-5,661.02	-6,778.05	0.00	-1,572.84	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-007-09901	-1,693,000	-23,076.03	-9,323.06	-11,162.68	0.00	-2,590.29	0.00	0.00	0.00	0.00
R T 2023-01-01: 000-009-00500	-987,500	-13,459.88	-5,437.99	-6,511.01	0.00	-1,510.88	0.00	0.00	0.00	0.00
TOTAL RESIDENTIAL		-154,169.13	-62,286.63	-74,576.97	0.00	-17,305.53	0.00	0.00	0.00	0.00

Category Totals:	-118,591.38	-48,051.66	-57,533.13	0.00	-13,006.59	0.00	0.00	0.00	0.00
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Supplemental Billing Total:	-118,591.38	Demand Date: 2023-06-30	
		Due: 2023-06-30	-118,591.38
Net Adjustments	0.00	2023-05-31	
Net Billing Amount:	-118,591.38		
Number of Bills Generated:	13		



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10th 2023

PREPARED BY: Corey Pemberton, Director of Building and Community Services

REPORT NO: CBO 2023-12

SUBJECT MATTER: Activity Report June 2023

Recommendation(s):

None – For Council Information.

Purpose:

To update Council on monthly activities since last report.

Background:

1. 2023 Capital Project Process:

2023		
Township Office	Budget	Status/Comment
Office Reno	100,000.00	Quotes received
Door lock fob system office	10,000.00	
Parks projects		
SOSP fencing and netting	46,200.00	Installed under budget 38,816.58
SOSP parking lot widening	10,000.00	
Dog waste bins and signage	2,000.00	
Park benches	16,000.00	Received pending installation
Washroom auto locks	5,000.00	Installed
Walking trail concrete install	5,000.00	
Frost free hydrant install FHP	5,000.00	Pending Installation
Keystone Complex		
Barrier/Bollards install to protect playground and septic system	10,000.00	Expected Spring/Summer 2023
Lighting Upgrade	25,000.00	

Stove replacement	20,000.00	
Painting	2,000.00	Completed with staff resources and existing paint
Audio visual upgrades	15,000.00	

Comments/Analysis Building:

See attached permit comparison report Schedule A CBO 2023-12 for comparison report.

Financial Implications: none


Strategic Plan Goals:

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

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Respectfully Submitted by:
Corey Pemberton,
Director of Building and
Community Services
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"

				Township of Southwold			
				Permit Comparision Summary			
				Issued For Period January - June			
Current Year to Date				Previous Year to Date			
PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION	PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	14	5,375	870,900	Accessory structures	21	4,823	615,400
Agricultural	8	5,734	1,751,200	Agricultural	11	15,624	3,687,039
Change of Use	1	150	-	Change of Use			
Commercial	1	1,500	125,000	Commercial			-
Demolition	7	1,200	52,401	Demolition	4	600	32,000
Heating		-	-	Heating			-
Industrial Building				Industrial Building	1	126,495	10,541,222
institutional Building				institutional Building	2	5,431	2,767,900
Miscellaneous	5	763	30,743	Miscellaneous	6	900	13,000
Plumbing	2	150	11,000	Plumbing	14	1,050	99,300
Pools	8	1,200	447,106	Pools	12	1,800	743,310
Residential Building	20	32,880	9,922,933	Residential Building	76	173,473	52,360,384
Sewage System	14	6,600	224,000	Sewage system	16	7,000	120,000
Signs	3	450	12,000	Signs	-		-
Combined Use		-	-	Combined Use	-		-
TOTAL	83	56,002	13,447,283	TOTAL	163	337,196	70,979,555

Current Year				Previous Year			
TOTAL PERMIT ISSUED		83			163		
TOTAL DWELLING UNITS CREATED		11			55		
TOTAL PERMIT VALUE		13,447,283			70,979,555		
TOTAL PERMIT FEE		56,002			337,196		
TOTAL INSPECTION COMPLETED(YTD)		457			1423		

June 2022 Compared to June 2023							
Current Year				Previous Year			
	PERMIT COUNT	FEE	COST OF CONSTRUCTION		PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	3	450	25,000	Accessory structures	7	1,306	168,000
Agricultural	2	1,391	380,000	Agricultural	4	3,068	775,070
Change of Use				Change of Use			
Commercial				Commercial			
Demolition	1	150	25,000	Demolition	1	150	
Heating				Heating			
Industrial Building				Industrial Building	1	126,495	10,541,222
institutional Building				institutional Building			
Miscellaneous	1	150	1,000	Miscellaneous	4	600	9,500
Plumbing				Plumbing	3	300	17,800
Pools	4	600	137,106	Pools	3	750	88,310
Residential Building	3	7,391	2,040,605	Residential Building	14	38,996	6,736,832
Sewage System	1	1,800	5,000	Sewage System	6	2,900	
Signs	1	150		Signs			
Combine Use				Combined Use			
TOTAL	16	12,082	2,613,711	TOTAL	43	174,565	18,336,734



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10th, 2023

PREPARED BY: Corey Pemberton, Director of Building and Community Services

REPORT NO: CBO 2023-13

SUBJECT MATTER: Office Renovation

Recommendation:

THAT Council receives this report for information.

Purpose: The purpose of this report is to inform Council of the successful quote for the Fingal Office renovation.

Background: At a previous council meeting, council approved moving forward with requesting quotes and proceeding with the Fingal Office renovation subject to a maximum budget amount of \$120,000.

Comments/Analysis: Staff sent out a request for quotes to 5 contractors and we received 3 quotes back. The lowest quote was from Q1 - Custom Renovation at a total cost of \$89,202.20 including net tax. Factoring in reconfiguration of the Council desks, Audio/Visual and contingency, the total cost will be well within the maximum budget.

The contractor has indicated a start date of August 14th. The Keystone Complex can be used for the August and September meetings while the renovation takes place. The renovation timeline is approximately 8 weeks. Staff plan to configure meeting space at the Keystone such that the in-person/hybrid meetings can continue to take place.

Financial Implications: The quote came in less than the original renovation estimate of \$104,000.00 plus taxes, which did not include the rework of the council horseshoe, estimated at approximately \$10,000. Funding for the project would be 2/3 Administration Facility Reserve and 1/3 Building Reserve. Both reserves contain sufficient funding for this project.

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.

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Respectfully Submitted by:
Corey Pemberton,
Director of Building and
Community Services
"Submitted electronically"

Approved by:
Jeff Carswell, CAO/Clerk
"Approved electronically"



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: July 10, 2023

PREPARED BY: Jeff Carswell, CAO/Clerk

REPORT NO: CAO 2023-34

SUBJECT MATTER: Activity Report for CAO/Clerk June 2023

Recommendation(s):

None – For Council Information.

Purpose:

To update Council on the CAO/Clerk Activities for June 2023.

Background:

Meetings/Events:

- ROMA/CN - Drainage Meeting
- Tenet By-law Enforcement – New Officer meeting
- Assisting with Audit
- Inaugural Labour/Management Meeting
- Strategic Plan – meetings with consultant
- Talbotville Firehall – various development meetings
- West Elgin/Dutton-Dunwich GIS/Asset Management Meeting
- PSD Citywide/Asset Management User Conference
- Staff Meetings – June 14 & 28
- Management Meeting – June 21
- Southwold EDC Meeting – June 28
- Various Development Proposal meetings

Strategic Planning Exercise:

The Community Workshops and Survey for the Strategic Plan were completed over May. The consultant has prepared the Key Findings Report which was provided to Council at the June 12th meeting for review. The report was also posted on the Strategic Plan webpage. Council has allocated time at the July 10, 2023 meeting to

complete the Prioritization Workshop with the consultant. Following this, consultant will begin preparing the Draft Strategic Plan.

Recruitment/Staffing

The Township Public Works Department is proceeding to fill the operator position created when Foreman Glenn Vicary retired May 31st. Other than that, all positions, including summer student positions are filled. New staff and the summer students are learning fast and quickly contributing to Township operations.

Lisa Higgs will be returning from Maternity/Parental Leave on August 8th, 2023.

Policy Development

Staff are continuing to develop and implement a wide range of policies to support the Health & Safety Program. Additional Human Resources policies are also be developed, with some needing Council review and approval in the coming months. The Township has had an HR Downloads account for several years and been evaluating the use training module for delivery employee training and policy review. The Administration Summer Student is assisting in this area, along with spending time improving the quality of our records in Laserfiche. We will be able to provide an extensive range of Council By-laws, Agendas and Minutes online through a Laserfiche Public Access portal shortly.

2023 Budget and Projects:

Staff are continuing to plan out and implement the various projects and programs approved in the budget. Staff will be incorporating project status into upcoming reports on a regular basis.

Capital Project Progress:

Project	Budget	Status/Comments
Strategic Plan	\$15,000	In progress, community workshops completed, survey completed, Key Findings Report submitted for review, Priorities Workshop scheduled, Draft Strategic Plan will be reviewed over July/August.
Online Meeting Equipment	\$15,000	Extensive Changes on hold – current setup appears to be working well, will be reviewed further in conjunction with Council Chambers reconfiguration if it goes ahead

Project	Budget	Status/Comments
Phone System Upgrade/Replacement VOIP	\$15,000	<p>Quotes and options have been obtained – reviewing with IT Support, planning for a February/March implementation</p> <p>Ordered – in progress with IT Contractor</p> <p>Final configuration and programming in progress- Experiencing delays from Bell with porting the phone numbers</p> <p>Substantially completed, new system is in place and operational. Waiting on IT to finalize some elements.</p>
Server Replacement	\$15,000	Ordered, Delivered, installed – IT Contractor finalizing configuration and implementation
Branding and Marketing	\$15,000	<p>Full brand roll-out continues, some community signs are being replaced with the new branding additional review of the sign design details taking place prior to finalization of signs</p> <p>Revised sign concept approved by Council</p>
IT Penetration/Security Testing	\$10,000	Ongoing - IT contractor Microsoft 2 Factor Authentication enabled – minimal issues to date
Additional Office Space	\$80,000	In progress – preliminary design endorsed, high level estimate obtained, obtaining detailed quotes for renovations endorsed by Council, Building Department has obtained quotes, see building report for more details
Office Security Updates – Locks/FOB	\$10,000	Being investigated
Pay Equity Study/Market Check	\$15,000	Obtaining quotes/proposals from consultants.

Project	Budget	Status/Comments
Laserfiche AP Workflow	\$10,000	Initial quotes were higher than expected, reviewing project scope and internal options
HR / H&S Policy and Program Updates/Improvements	\$5,000	In progress with internal resources only so far

Financial Implications:

None.

Strategic Plan Goals:

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

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Respectfully Submitted by:
Jeff Carswell, CAO/Clerk
"Submitted electronically"



COUNCIL HIGHLIGHTS

TUESDAY,
JUNE 27, 2023

IN THIS ISSUE:

Leading with Excellence:
Inspector Jennifer Neamtz Takes
the Helm of Elgin County OPP

Building Hope: Hospice of Elgin
Plans to Bring Compassionate
Care to Our Community

Terrace Lodge Fundraising
Report Unveils Community's
Generosity

Navigating Land Use and
Building Regulations in the
Municipality of Bayham

Long-Term Care Homes Update

CAO & Engineer Recruitment

LEADING WITH EXCELLENCE: INSPECTOR JENNIFER NEAMTZ TAKES THE HELM OF ELGIN COUNTY OPP

Elgin County Council warmly welcomed Inspector Jennifer Neamtz as the new Detachment Commander of Elgin County Ontario Provincial Police (OPP).

Inspector Neamtz officially assumed command on June 6, 2023, following her stint as the Interim Detachment Commander at Norfolk County.

With 18 years of experience in Haldimand County and the Peterborough area, Inspector Neamtz has also served as Detachment Commander in the remote northern Indigenous community of Pikangikum, where she earned the 2020 Ontario Women in Law Enforcement Award for developing a community-based suicide prevention program.



In her address to Council, Inspector Neamtz expressed her eagerness to work together in the coming years and welcomed the opportunity to speak with Councillors at any time to better understand the pulse of the Elgin County community.

BUILDING HOPE: HOSPICE OF ELGIN PLANS TO BRING COMPASSIONATE CARE TO OUR COMMUNITY

During the recent Elgin County Council meeting, Laura Sherwood, Director of Hospice Partnership for Hospice of Elgin, presented a comprehensive update on the progress made towards establishing a hospice in our local community.

Ms. Sherwood emphasized the urgent need for a hospice in Elgin County, given its aging demographic, gaps in the healthcare system, and the mounting pressure on end-of-life care services.

Since the last update in 2019, Hospice of Elgin has acquired a centrally located property at 8 South Edgeware Road, which is expected to open its doors in 2024. The hospice will offer more than just beds, but a cottage-like environment with a palliative care clinic, family suites, children's space, and ten private suites with balconies.



Conceptual Drawing for Hospice of Elgin

It is estimated that the hospice will provide annual care for 500 individuals and families, create job opportunities for several people, and rely on the support of 200 volunteers from the community. The hospice will help provide care where and when individuals need it.

Council members directed staff to consider Hospice of Elgin's request for \$300K/year for four years during the 2024 budget deliberations.

TERRACE LODGE FUNDRAISING REPORT UNVEILS COMMUNITY'S GENEROSITY

Councillor Dominique Giguère, Chair of the Terrace Lodge Redevelopment Fundraising Committee presented Council with the 2022 Annual Comforts of Home Campaign Fundraising Report. This report provides a summary of the Fundraising Committee's 2022 activities and accomplishments.

Councillor Giguère encouraged her fellow Council members to share the fundraising opportunities with their friends, families, and community groups to continue the journey towards reaching 2023's fundraising goals.

NAVIGATING LAND USE AND BUILDING REGULATIONS IN THE MUNICIPALITY OF BAYHAM

On April 20, 2023, the Municipality of Bayham's Council passed OPA No. 32. This amendment aims to add a new section to the Municipality's OP, specifically Section 2.1.5, which grants site-specific permission for an electrical services business to operate as an on-farm diversified use.

However, the establishment should be within a building that is not larger than 520 square metres. Moreover, the amendment proposes a redesignation of the lands from "Agriculture" to "Site Specific Agriculture" to accommodate the intended changes. It is worth noting that the applicant constructed the proposed use, including a single detached dwelling, without obtaining the necessary planning and building permissions. As a result, the applicant submitted the proposed OPA to legalize the use of the property.

Staff from the Municipality of Bayham have recommended rejecting the application due to its inconsistency with the Provincial Policy Statement and failure to comply with the intent of Bayham's Official Plan.

Elgin County Council directed staff to work with local municipal partners to investigate ways to promote adherence to the approved building inspection process.

LONG-TERM CARE HOMES UPDATE

Michele Harris, Director of Homes & Seniors Services presented Council with three reports related to Elgin's three (3) Long-Term Care Homes (Homes).

Hiring of Additional Administrative Staff

Elgin's three (3) Homes will be implementing a new software to assist with scheduling and robocall, beginning this September. As a result, this implementation process has demonstrated the need to hire additional administrative staff support for training, set up, testing and implementation of the software. Council approved continuing the current temporary part-time administrative support position for seven (7) more months.



Homes Policy & Procedure Manual Updates

Elgin County Homes and Seniors Services policy and procedure manuals are regularly reviewed to ensure their alignment and compliance with current Ministry of Long-Term Care legislation. The Fixing Long-Term Care Act Phase II Regulations were recently released and are now in force. As a result, all Homes policies and procedures that focus on staffing qualifications, medication management and drug administration, and the resident experience, have been updated.

COVID-19 Policy Updates

In March, Administration policy “1.35 Visitors and Residents Absences During a Pandemic” was updated to support the removal of visitor COVID-19 vaccination requirements with a shift to strongly encouraging vaccination including medically recommended booster doses.

Seeing as there has not been an increase in COVID-19 cases/outbreaks across the Homes since March 2023, Council approved updating policy 2.10 Immunization – Staff COVID-19 to remove the mandatory vaccination requirement for staff with a shift to strongly encouraging COVID-19 vaccination including medically recommended boosters.

It should be noted that if there are future provincial directives related to COVID-19 vaccination, staff will return to Council with updated information.

CAO & ENGINEER RECRUITMENT

Elgin County Council directed staff to proceed with recruiting for a permanent CAO and a County Engineer.

For the complete June 27, 2023, County Council Agenda Package, please visit the Elgin County [website](#).

MISSED A MEETING...

To watch previous Council Meetings, please visit our [YouTube page](#) or read our past [Council Highlights](#).

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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: *

Talbotville Optimist

Representative's Name: *

Dave Arnett

Is there a secondary contact person for your organization? *

☒ No

☐ Yes

Contact Number: *

Email Address: *

**Profit # or Charitable Organization
Registration #:**

Date(s) of requested fee waiver: *

Thursday Nights in July from 6-8pm

Friday Nights in August from 6-8pm

Activity or Event Description

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

The Talbotville Optimist are going to be running an evening activity night at the Heritage Optimist Park in Talbotville once a week. Each week will be different. Frisbee, flags, football, basketball, badminton, pickle ball, badminton, backyard games, etc.... Anyone is welcome to come out and play. We are going to try Thursday nights from 6-8 for the month of July. And Friday night during the month of August. Come check it out. Any high school age students who need volunteer hours are welcome to come out and help out.

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

Creating free activities in Talbotville for youth and families.

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

Will not run as this is completely done by volunteers.

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

Talbotville Optimist is providing the equipment I need to run different activities.

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

The field is accessible to all ages and abilities for all activities.

The next question does not list the Talbotville Optimist Heritage Park. I am wanting the old soccer field and basketball court.

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: *

7/6/2023





MUNICIPALITY OF
North Perth
www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

June 26, 2023

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Via Email: premier@ontario.ca

RE: Vacant Building Official Positions

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held June 5, 2023 regarding vacant building official positions:

Moved by Councillor Rothwell **Seconded by** Councillor Duncan

WHEREAS building officials in Ontario examine building plans and inspect building construction to ensure compliance with the Ontario Building Code to ensure public safety;

AND WHEREAS in October 2022, Premier Doug Ford and the Ontario government announced their intent to build 1.5 million homes in the next ten years in an effort to generate enough supply to meet a high demand for now and in the future;

AND WHEREAS according to the Ontario Building Officials Association over 50 per cent of existing building officials are eligible to retire;

AND WHEREAS according to the Ontario Building Officials Association building officials are in high demand;

AND WHEREAS many municipalities across Ontario have job postings for building officials that remain unfilled;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to provide support to municipalities to fill vacant building official positions;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Matthew Rea MPP, all municipalities in Ontario and AMO.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcline@northperth.ca.

Sincerely,

A handwritten signature in black ink that reads "Lindsay Cline". The signature is written in a cursive, flowing style.

Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing
Provincial Opposition Parties
Perth-Wellington MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

June 29, 2023

Hon. Stephen Lecce
Minister of Education
Stephen.Lecceco@pc.ola.org

Via email

RE: recommendation for amendment to the current regulations for licensed home-based childcare operators to increase allowable spaces.

Dear Minister Lecce,

During the June 26, 2023 regular meeting of council, council in response to recent publicly raised concern heard a report from staff in relation to the above, with the following resolution passed:

Moved: Liz Welsh

Seconded: Chad Hyatt

WHEREAS in response the Petrolia Childcare Advocacy Group's recent delegation to Council where they identified a shortage of child care spaces in the Town of Petrolia; and

WHEREAS through additional research undertaken by the Town Staff, and in consultation with the County of Lambton Social Services, it has been further identified that there is an extreme shortage of child care spaces not only across the County but the Province as a whole; and

WHEREAS in response to the identified need the County hosted a community information night to educate members of the public who may be able to offer a licensed home-based child care service;

NOW THEREFORE **the Council of the Town of Petrolia recommends to the Hon. Stephen Lecce, Minister of Education, that in time for the 2023 school year amendment to the current regulations be made to allow licensed home-based child care operators the ability to provide two (2) before and after school care spaces to school aged children, in addition the permitted six (6) full time child care spaces; and**

THAT in an effort to attract and retain qualified early childhood educators, the Minister of Education, review the current wage bracket for early childhood educators with implementation of an increase to wages to align with the services provided; and

THAT the province provides more capital based funding sources for the construction of new centre-based facilities; and

THAT the province considers increasing the current goal of thirty-three percent (33%) access ratio, to align better with the current provincial situation and anticipated population growth over the next ten (10) years; and

THAT these items be considered sooner rather than later, to assist in remedying the critical child care shortage experienced in Petrolia, Lambton, and across the province; and

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



THAT this recommendation be forwarded to Hon. Doug Ford, Premier of Ontario | Hon. Michael Parsa, Minister of Children, Community & Social Services | Mr. Bob Bailey, MPP of Sarnia-Lambton | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex | Mr. Kevin Marriott, Warden of Lambton County | Municipalities of Ontario;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc:

Hon. Doug Ford, Premier of Ontario premier@ontario.ca | Hon. Michael Parsa, Minister of Children, Community & Social Services Michael.Parsaco@pc.ola.org | Mr. Bob Bailey, MPP of Sarnia-Lambton bob.bailey@pc.ola.org | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex Monte.McNaughtonco@pc.ola.org | Mr. Kevin Marriott, Warden of Lambton County Monte.McNaughtonco@pc.ola.org | Municipalities of Ontario

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



June 29, 2023

Hon. Doug Ford
Premier of Ontario
Room 4620
99 Wellesley St. W.,
Toronto, Ontario M7A 1A1

Via Email: premier@ontario.ca

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the ‘traditional’ cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR’s can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR’s is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR’s are here to stay; and

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

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

Sincerely,

Megin Hunter

Megin Hunter
Office Assistant/Receptionist
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org
 michelle.ferreri@parl.gc.ca
 dave.smithco@pc.ola.org
 All Ontario Municipalities

July 5, 2023

Via Email: Kaleed.Rasheed@ontario.ca

Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-ketn.ca

Sincerely,

Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP
Dave Epp MP
Trevor Jones, MPP
Monte McNaughton, MPP
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
AMCTO Legislative and Policy Advisory Committee
Ontario municipalities



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2023-40

Being a By-Law to authorize the execution of an agreement between the Lower Thames Valley Conservation Authority and the Corporation of the Township of Southwold to provide non-mandatory programs and services.

WHEREAS Section 9 of the Ontario Municipal Act, 2001, S.O., 2001, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 5.3 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of every Council shall be exercised by by-law;

AND WHEREAS it is deemed expedient that the Corporation of the Township of Southwold enter into an agreement with Lower Thames Valley Conservation Authority to provide non-mandatory programs and services;

AND WHEREAS such agreement is required to set out the terms and conditions of the provision of such service.

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

1. THAT Schedule "A" attached hereto and forming part of this By-law, being an agreement with Lower Thames Valley Conservation Authority for non-mandatory programs and services be approved and the Mayor and CAO/Clerk be authorized to sign on behalf of the Township;
2. This By-law shall come into force and effect upon the final passing thereof.

READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND FINALLY PASSED THIS 10TH DAY OF JULY, 2023.

Mayor
Grant Jones

CAO/Clerk
Jeff Carswell

AGREEMENT FOR SERVICES

MUNICIPAL / LTVCA CATEGORIES OF PROGRAMS AND SERVICES AGREEMENT

THIS AGREEMENT dated this 10th day of July, 2023.

BETWEEN

The LOWER THAMES VALLEY CONSERVATION AUTHORITY
(hereinafter called "Authority")

OF THE FIRST PART

– and –

The CORPORATION OF THE MUNICIPALITY OF CHATHAM-KENT
The CORPORATION OF THE MUNICIPALITY OF DUTTON DUNWICH
The CORPORATION OF THE MUNICIPALITY OF LAKESHORE
The CORPORATION OF THE MUNICIPALITY OF LEAMINGTON
The CORPORATION OF THE CITY OF LONDON
The CORPORATION OF THE MUNICIPALITY OF MIDDLESEX CENTRE
The CORPORATION OF THE MUNICIPALITY OF SOUTHWEST MIDDLESEX
The CORPORATION OF THE TOWNSHIP OF SOUTHWOLD
The CORPORATION OF THE MUNICIPALITY OF STRATHROY-CARADOC
The CORPORATION OF THE MUNICIPALITY OF WEST ELGIN
(Hereinafter called the "Members")

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21(<https://www.ontario.ca/laws/regulation/210686>) Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21(<https://www.ontario.ca/laws/regulation/210687>) Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Conservation Authority is prepared to provide certain non-mandatory services to its Member Municipalities;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

NOW THEREFORE, that in consideration of the terms of this Agreement, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule A.
2. The Members agree to be charged a levy for such services, to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. The Agreement does not preclude the parties from identifying opportunities for further collaboration to the benefit of both parties, and ensure

efficiency, transparency and accountability in the use of resources, including in-kind services and assistance, coordination of complementary policy and program initiatives, and projects involving third parties. During the term of this agreement if additional programs and services are requested from the LTVCA to be delivered on behalf of the Municipality a separate agreement/MOU will be established with the requesting municipality.

- 4. The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
- 5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.
- 6. That all elements of this Agreement will include consideration of Climate Change impacts.
- 7. This Agreement will be for a Term of five (5) years commencing on the date of the signature by the last of the parties.
- 8. The Township acknowledges and agrees that all Programs and Services identified in Appendix A shall also be included in a Watershed-based Resource Management Strategy that the LTVCA is required to develop and implement in accordance with the Conservation Authorities Act.

SIGNED SEALED AND DELIVERED THIS DAY OF , 2023.

THE LOWER THAMES VALLEY CONSERVATION AUTHORITY

Per: _____
Chair –

Per: _____
CAO / Secretary Treasurer – Mark Peacock

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS 10th DAY OF JULY , 2023.

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

Per: _____
Mayor – Grant Jones

Per: _____
Clerk – Jeff Carswell

I/we have the authority to bind the Corporation

APPENDIX A

Category 1: Mandatory Services – Risk of Natural Hazards, Flood and Erosion

a) Preparedness

- i) Flood and or erosion risk emergency response planning with municipal members
- ii) Flood and or erosion risk mapping updates
- iii) Administration of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation in flood prone, watercourse, riverine/valleys, shoreline, dynamic beaches and wetlands
- iv) Plan input and review support to municipalities regarding natural hazard polices and development applications

b) Monitoring

- i) Year round monitoring and data acquisition for lake levels, wind upset, river levels, snow pack, ice thickness, precipitation, weather forecasts and runoff potential
- ii) Maintenance of all rainfall and streamflow monitoring equipment
- iii) Development and maintenance of flood forecasting software and hardware
- iv) Monitoring bluff collapse, gully and toe erosion along the Thames River, Lake St. Clair and Lake Erie shorelines
- v) Low Water Response Monitoring across the watershed especially during drought conditions

c) Flood and Erosion Control Infrastructure (Sixth Street Dam and Pumping Station, Rivard Dam and Diversion Channel, Sharon Creek Morning glory spillway)

- i) Annual inspections
- ii) Annual minor maintenance
- iii) Major maintenance

d) Response

- i) Provide flood and or erosion forecasting / warnings and updates to municipalities regarding flood and or erosion events
- ii) Work with municipal partners to design and implement mitigative measures to address these natural hazards
- iii) For Low Water updates, undertake rainfall calculations and provide updates to the Committee members / postings to the community

Identification of Additional and or Enhanced Services to Meet Regulatory Requirements

1. Managing the risk posed by the natural hazards within their jurisdiction, including flooding, erosion, dynamic beaches, hazardous sites, hazardous lands, low water and drought conditions. This program or service shall be designed to:

Develop an awareness of areas important for the management of natural hazards (e.g. wetlands, rivers and streams, shoreline areas, unstable soils, etc.)

- Understand risks associated with natural hazards and how they will change as the climate changes
 - Manage risks associated with natural hazards
 - Promote public awareness of natural hazards
- The LTVCA will provide a comprehensive communications, education and outreach program to meet these regulatory requirements.
 - The LTVCA will identify where expertise can be found that is needed to develop a better understanding of the impact of climate change on natural hazards and low water or drought conditions in the watershed.
 - The LTVCA will review and streamline processes where possible.

2. Ice Management services (preventative and/or remedial) as appropriate and as supported by the CA's Flood Contingency Plan, including:

- LTVCA will continue to update the Flood Contingency Plan for the Thames River as needed, and provide it to our emergency services contacts and our municipal members. (we don't actively 'manage' ice jams, determined non-effective and costly and could pose a liability to the Authority if other areas flood as a result of the activity)
- LTVCA will review dock applications and their tolerances for ice damage with respect to the LTVCA's Dock Policy and the Technical Report, Ice Guideline and the Ice Guideline for Docks.

Infrastructure - Operation, maintenance, repair and decommissioning of Flood and Erosion Control Structures.

3. Review of applications and issuance of permits under Section 28 and 28.0.1 of the Conservation Authorities Act (as amended from time to time), including associated enforcement activities

- The LTVCA will provide technical support for reviewing applications for development within Regulated Areas
- The LTVCA currently has limited ability to act on enforcement activities due to influx of applications and increased number of complaints received

The flood plain / erosion mapping / modeling that is currently in place for LTVCA watercourses requires updating

- Data collection, mapping, data sets, watershed photography
- Development and use of systems to collect and store data and to provide spatial geographical representations of data
- Studies and projects are required to inform natural hazard management programs including: floodplain management, watershed hydrology, regulation area mapping update, flood forecasting system assessment, floodplain policy, Lake Erie and St. Clair shoreline management

Category 1: Mandatory Services – Conservation Areas

Conservation Area Services

Includes the management, development and protection of significant natural resource lands, features and infrastructure on authority owned lands. The LTVCA has 34 conservation areas, with a land base of 1,713.58 acres (703.58 hectares) and continually increases this area by acquisitions and donations.

Service Components:

- a) Management and Development of Authority lands
 - Build resiliency and demonstrate good resource management within all conservation areas, ranging from day-use lands, wetlands and forest tracts
- i) Lands and Infrastructure – inspections, maintenance and enforcement
 - Identification and removal of hazards to reduce liability
 - Maintain essential infrastructure and dispose of surplus items
 - Manage public use that is compatible with the land and enforcement of regulations
- ii) Water Control Structures – inspections, maintenance and operations
 - Operation of dams following regulatory requirements
 - Develop and monitor funding agreements with municipality(s) where dams are located for maintenance and major repairs
- iii) Forest Management
 - Implement activities identified in Managed Forest Plans (MFTIP's) to improve forest health, including harvesting, tree planting and monitoring of woodlots
 - Removal of invasive species and monitoring of disease and pests
- iv) Administration
 - Development of policies and procedures for conservation area use
- b) Land Acquisition
 - i) Review land donations or purchases for conservation purposes
 - Identify benefits and concerns for potential land acquisitions based on the LTVCA's Land Acquisition and Disposal Policy
- c) Leasing and Agreements on Authority Lands
 - i) Review agreements that are compatible with the land use
 - ii) Monitoring of agreements

Required Services: Ontario Regulation 686/21
Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<div><div>1. A Conservation Area Strategy, prepared on or before December 31, 2024 for all lands owned or controlled by the authority. The Strategy will include:</div><div><div>• Objectives to provide decision making on lands including acquisition and disposition</div><div>• An assessment of how lands owned may augment natural heritage / hazard strategies, and integrate with provincial, municipal or publicly accessible lands and trails</div></div></div> <div><div>2. An Inventory of Conservation Authority lands, prepared on or before December 31, 2024, including:</div><div><div>• Identification of all parcel details including historical information, location and surveys</div><div>• Designation of land use categories based on activities or other matters of significance related to the parcel</div></div></div> <div><div>3. Programs and services to ensure that the authority performs its duties, functions, and responsibilities to administer regulations made under Section 29 of the Conservation Authorities Act</div><div><div>• Enforcement of Regulation 686/21 – Rules of conduct in conservation areas</div><div>• Enhanced enforcement and control measures are required to limit trespassing of unauthorized vehicles on, and unauthorized use of, conservation area lands</div></div></div>

Category 1: Watershed Monitoring and Reporting	Required Services: Ontario Regulation 686/21
Services and Programs: Category 1 – Mandatory Program	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<p>Monitoring and Reporting</p> <p>i) Provincial Water Quality Monitoring Network (PWQMN)</p> <ul style="list-style-type: none">A long standing (50+ years) CA/MECP partnership for stream water quality monitoring at 22 sites. CA takes water samples; MECP does lab analysis and data management. CA uses information for watershed report cards and stewardship project prioritization. <p>ii) Provincial Groundwater Monitoring Network (PGMN) (MECP funded network installation)</p> <ul style="list-style-type: none">A long-standing CA/MECP partnership for groundwater level and quality monitoring at 7 stations. Costs include equipment, data collection, analysis, data management and reporting. MECP funded network installation. <p>iii) Thames River Clearwater Revival, Watershed Wide Strategic Resource Management Plans, Watershed Report Cards, individual Watershed and Sub-watershed Plans</p> <ul style="list-style-type: none">Collaborative project of federal and provincial agencies, municipalities, First Nations and Thames River conservation authorities to address broader-watershed scale water quality and quantity issues in river and contributing watersheds	<p>Programs and services to support the authority’s functions and responsibilities related to the development and implementation of a watershed-based resource management plan on or before December 31, 2024</p>

Category 1: Mandatory Services – Drinking Water Source Protection	Required Services: Ontario Regulation 686/21
Drinking Water Source Protection	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<p>Services:</p> <p>a) Governance – Leadership</p> <ul style="list-style-type: none">• Thames - Sydenham & Region Drinking Water Source Protection Authority, Source Protection Committee and Joint Management• Maintenance of local source protection program, including issues management <p>b) Communications</p> <ul style="list-style-type: none">• Promote the local source protection program <p>c) Program implementation</p> <ul style="list-style-type: none">• Ongoing support of local source protection program• Implementation of Source Protection Plan policies where applicable• Review of local applications / planning proposals / decisions in vulnerable areas to ensure source protection is considered <p>d) Technical Support</p> <ul style="list-style-type: none">• Support the preparation of amendments to local assessment reports and source protection plans to incorporate regulatory changes as well as technical assessment completed for new and expanding drinking water systems• Review technical information received regarding changes to the landscape, such as new transport pathways in WHPA and IPZ's, to determine if assessment reports or source protection plans should be revised <p><u>Note:</u> This program is currently funded by the Ministry of Environment, Conservation and Parks.</p>	<p>No additional changes need to be made to existing services</p>

Category 1: Mandatory Services	Required Services: Ontario Regulation 686/21
Corporate Services	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<ul style="list-style-type: none">a) Governance and Leadership Responsibilities<ul style="list-style-type: none">i) Setting priorities and policiesii) Financial planning and monitoringiii) Services and project developmentiv) Conservation Ontario Council and Committeesv) Reporting to member municipalitiesb) Administration / Human Resources / Equipment<ul style="list-style-type: none">i) Human resources planning and administrationii) Workspace and equipment managementiii) Records retention and managementiv) Compliance with legislation related to employment, health and safety, accessibility, etc.c) Financial Management<ul style="list-style-type: none">i) Bookkeeping, investments, banking, financial planningii) Tangible capital asset managementiii) Management of financial agreements with external fundersd) Communications<ul style="list-style-type: none">i) Communications strategy development and implementatione) Information technology management and geographic information system<ul style="list-style-type: none">i) Provide IT and GIS supportf) Vehicles, Equipment and Infrastructure<ul style="list-style-type: none">i) Provide and maintain vehicles and equipmentii) Maintain and upgrade buildings and related infrastructureg) Strategic Development<ul style="list-style-type: none">i) An updated Strategic Plan is required by January 2024	<p>LTVCA Asset Management Plan due on or before December 31, 2024</p>

Category 2:	Additional Regulatory Requirements: Ontario Regulation 686/21
Private Land Stewardship Program	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<div><div><div>1. Best Management Practices</div><div><div>i. Mitigate flood and erosion hazards on private lands (overlaps Cat 1 program)</div><div>ii. Improve and protect water quality</div><div>iii. Restore flood plains and river valleys (overlaps Cat 1 program)</div><div>iv. Reduce nutrient contamination</div><div>v. Restore and enhance wetlands to reduce flooding peaks and augment low flow (overlaps Cat 1 program)</div><div>vi. Management of terrestrial non-native invasive species</div><div>vii. Protect groundwater</div><div>viii. Improve aquatic species at risk habitat</div></div></div><div><div>2. Tall grass prairie establishment, tree planting and forestry services</div><div><div>i. Forestry services including planting, plan development, tree and shrub planting</div><div>ii. Private woodlot stewardship, technical assistance</div><div>iii. Tall grass prairie plan development and implementation</div></div></div></div>	<div><div>i. Apply for and maintain external funding</div></div>

Category 3: Watershed Stewardship Extension, Forestry and Monitoring Services

1. Provide stewardship services to watershed landowners and municipalities that will:
 - a) Help improve the health and resiliency of rivers, lakes, soil and forests
 - b) Help keep soil and nutrients on the landscape and out of watercourses
2. Restoration of natural areas:
 - Projects include: flood plains, river valleys, riparian areas, forests, grasslands and wetlands
 - Technical support for landowners
 - Support with funding applications
 - Coordination of planting projects (this service is funded by a user fee)
 - Purchase of trees and shrubs in bulk for municipalities and residents (this service is funded by a user fee)
 - Benefits include:
 - Increases natural areas and habitat on the landscape
 - Improves water quality
 - Promotes storm water retention on the landscape and reintegration back into the ground water table
 - Aides in Climate Change resiliency
3. Soil and Water Conservation:
 - Rural storm water management and cover crops
 - Technical support for landowners
 - Support with funding applications
 - Benefits: reduces soil erosion and improves soil health for agricultural production
4. Watershed Stewardship / Agricultural Programs and Projects:
 - Delivery of rural water quality programs
 - Leverage other funding to support our extension work
 - Develop proposals and necessary partnerships to secure funding

5. Natural Heritage Systems Implementation

6. Costs to Operate CA's

- Costs to operate campgrounds and associated facilities on LTVCA lands. CM Wilson CA – 66% Active; Big Bend CA – 66% Active; Warwick CA – 66 % Active

7. Land acquisition

- Strategic acquisition of environmentally-significant properties. Average appraisal, legal and other fees over last five years equates to \$10,000 per year. Average land donation equates to \$225,000 per year over the last five years. Periodic based on timing of donations.

8. Watershed Health Monitoring and Watershed Report Card Reporting:

- Monitor and report on the health of forests, rivers and soil
- Used to help track progress and to focus extension services
- Used to determine extent and type of stewardship work needed in the watershed
- The information is required to support the need for funding for stewardship projects when applying to Provincial, Federal and NGO agencies
- Conservation Authorities report on local watershed conditions every five years
- The LTVCA watershed is divided into 57 sub-watersheds grouped into 8 in the Watershed Report Card
- Understanding of the watershed, focuses efforts and tracks progress (report card undertaken every five years)

9. Surface Water Quality Monitoring Program (benthic, spills, algae blooms)

10. Species At Risk Program

- Species at risk research and assessment
- Assisting landowners with land restoration projects and improving Species at Risks habitats on private and CA lands

11. Agricultural Research and Stewardship Programs

- Stewardship and research undertaken jointly with the agriculture community
- Programs address nutrient run off, healthy soils and development/implementation of local Best Management Practices

12. School Programs

- Curriculum-based education programs for elementary and secondary students
- The programs focus on local watersheds, ecosystems, and environmental issues
- Programs take place at schools (indoors and outdoors), field trips to conservation areas, community parks and through online learning

13. Community programs and events e.g. Chatham-Kent Water Festival

- Education and outreach programs and community events to assist in achieving the objectives of the conservation authority

14. Ska-Nah-Doht Longhouse Village and Museum

- First Nations education and programs

Category 3: CM Wilson Conservation Area Campground / Education Centre

- LTVCA provides overnight and seasonal camping at the CM Wilson Conservation Area
- LTVCA provides educational and community programming at the CM Wilson Education Centre
- The campground and education programs are partially funded by user fees charged for programs, day use and overnight camping to the area
- Revenue raised is used to fund the operations of the campground, with any surplus revenue used to fund education and community programs

Category 3: Big Bend Conservation Area Campground

- LTVCA provides overnight and seasonal camping at the Big Bend Conservation Area
- The campground is funded by user fees charged for day use and overnight camping to the area
- Revenue raised is used to fund the operations of the campground, with any surplus revenue used to fund operation / maintenance of conservation authority lands

Category 3: EM Warwick Conservation Area Campground

- LTVCA provides overnight and seasonal camping at the EM Warwick Conservation Area
- The group camping facility is funded by user fees charged for overnight camping to the area
- Revenue raised is used to fund the operations of the group camping facilities, with any surplus revenue used to fund operation / maintenance of conservation authority lands

Category 3: Longwoods Road Conservation Area / Ska-Nah-Doht Longhouse Village and Museum

- LTVCA provides educational and historic learning at the Longwoods Road Conservation Area / Ska-Nah-Doht Longhouse Village and Museum
- The conservation area programs are partially funded by user fees charged for day use programs, special events and parking to the area
- Revenue raised is used to fund the operations of the resource centre museum and the historic village and buildings, with any surplus revenue used to fund education and community programs



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY- LAW NO. 2023-41

Being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on July 10, 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 Regular Meeting of Council held on July 10, 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 10th DAY OF JULY, 2023.**

Deputy Mayor
Justin Pennings

CAO/Clerk
Jeff Carswell