



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday December 11, 2023
7:00 p.m. Council Chambers, Fingal/Via Video Link

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

ALSO PRESENT: Lisa Higgs, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
Aaron VanOorspronk, Director of Infrastructure & Development
Services
Jeff McArthur, Director of Emergency Services/Fire Chief
Brent Clutterbuck, Drainage Superintendent
Kevin Goodhue, Water and Wastewater
Danielle Truax, Planner
June McLarty, Corporate Services Clerk

Mayor Jones called the meeting to order at 7:07 p.m.

ADDENDUM TO AGENDA: None

DISCLOSURES: None

ADOPTION AND REVIEW OF MINUTES:

Council Minutes – Adopt

2023-278 Councillor Adzija – Councillor Emons

THAT the Minutes of the Regular Council Meeting of November 27, 2023 are hereby adopted.

CARRIED

Committee Minutes – Review

2023-279 Deputy Mayor Pennings – Councillor Fellows

THAT Council has reviewed the draft Minutes of the War Memorial Committee Meeting of November 14, 2023.

CARRIED

DRAINAGE:

Palmer Drain 2023

2023-280 Deputy Mayor Pennings – Councillor Emons

THAT Council proceeds with the Palmer Drain 2023 drainage works and it instructs the Clerk to send notice as required under Section 41(1) of the Drainage Act of its intention to proceed; and

THAT the Meeting to Consider the Report of Palmer Drain 2023 will be held at the regular Council meeting on January 8, 2024 at 7:00 pm; and,

THAT affected property owners will be able to attend this meeting either via a WebEx virtual meeting or telephone conference or in person.

CARRIED

Section 78(5) – Larson Drain East

2023-281 Councillor Adzija – Deputy Mayor Pennings

THAT Council of the Township of Southwold receives the Section 78(5) Drainage Act request to improve the Larson Drain East and decides to proceed with the request to improve the drain; and,

THAT notice is provided to the Conservation Authority in compliance with Section 78(2) of the Drainage Act.

CARRIED

PLANNING:

PLA 2023-33 Plan of Subdivision Application 34T-SO2302 Talbotville Meadows Phase 2

2023-282 Councillor Adzija – Councillor Fellows

THAT Council recommend approval of the proposed Draft Plan of Subdivision 34T-SO2302 to Elgin County, subject to the conditions listed in Appendix 5 of Report PLA 2023-33 being assigned to any Notice of Decision by the County.

CARRIED

REPORTS:

FIR 2023-14 Activity Report – November 2023

Jeff McArthur presented this report.

ENG 2023-61 Activity Report – November 2023

Aaron Van Oorspronk presented this report.

STAFF DIRECTION

Staff was directed by Council to investigate the process to turn the space behind medical building into a municipal parking lot and report back at a future meeting.

ENG 2023-62 Highway 3 Twinning Comments Update

2023-283 Deputy Mayor Pennings – Councillor Emons

THAT the report titled "Highway 3 Twinning Comments Update", be received, and filed; and,

THAT the list of comments identified in this report be sent to the Ministry of Transportation's Study Design Team for consideration and inclusion in their Transportation Environmental Study Report (TESR).

CARRIED

FIN 2023-22 Water and Sanitary Sewer Budgets

2023-284 Councillor Emons – Councillor Fellows

THAT Council pass the following By-laws:

- a. By-law No. 2023-64 2024 Water Rates

- b. By-law No. 2023-65 2024 Water Budget
- c. By-law No. 2023-66 2024 Sanitary Sewer Rates
- d. By-law No. 2023-67 2024 Sanitary Sewer Budget

CARRIED

CAO 2023-66 Activity Report – November 2023

Lisa Higgs presented this report. Also added to her report was a recent meeting with the Thames Valley District School Board to help support them with their infrastructure concerns for local elementary schools.

CAO 2023-67 Elgin County and Local Municipal Partners Joint Diversity, Equity and Inclusion Plan 2024-2026

2023-285 Councillor Fellows – Councillor Emons

THAT the Elgin County and LMPs Joint Diversity, Equity, and Inclusion Plan 2024-2026 drafted by Elgin County Accessibility Coordinator Sarah Savoie, be received, filed and approved.

CARRIED

CAO 2023-68 Insurance Renewal

2023-286 Councillor Adzija – Councillor Fellows

THAT Council approve the 2024 Insurance Programs as set out in the renewal documents provided by Intact Public Entity dated December 5, 2023 (Township) and October 17, 2023 (Cemetery Board).

CAO 2023-69 Emergency Management Response Plan

2023-287 Deputy Mayor Pennings – Councillor Fellows

THAT Council pass draft By-law 2023-71 to adopt an Emergency Management Program.

CARRIED

CORRESPONDENCE:

- Correspondence from Elgin Group Police Services Board RE: Service Resource Officer Program in the Thames Valley District School Board district
- Resolution from the Municipality of Tweed RE: 1/3 Funding Grant Programs
- Thank you from Optimist Clubs

- Resolution from the Town of Plympton-Wyoming RE: Support to Revoke Strong Mayor Powers and Increase in the Leave to Construct Threshold.
- Resolution from Township of Puslinch RE: Support of Municipality of Wawa Resolution regarding Amendments to the Income Tax Act.

Service Resource Officer Program

2023-288 Deputy Mayor Pennings – Councillor Fellows

THAT Council of the Township of Southwold supports the request from the Elgin Group Police Services Board to return the Service Resource Officer Program to the schools in the Thames Valley District School Board; and

THAT a copy of this resolution be sent to the TVDSB, MPP Rob Flack and the Elgin Group Police Services Board.

CARRIED

Correspondence

2023-289 Councillor Emons – Councillor Fellows

THAT Council receives and files as information the other items listed under Correspondence.

CARRIED

BY-LAWS:

- By-law No. 2023-62 being a by-law to amend the assessment schedule of By-law No. 2022-82 based on the actual costs incurred for the construction of the G.H. Pennings Drain 2022.
- By-law No. 2023-63, being a by-law to amend the assessment schedule of By-law No. 2023-13 based on the actual costs incurred for the construction of the A & C Jones Drain 2022.
- By-law No. 2023-64, being a by-Law to amend By-law No. 2014-65, being a By-law to regulate the distribution and use of water and to fix the prices and times of payments
- By-law No. 2023-65, being a by-law to adopt the 2024 Water System Operating and Capital Budget
- By-law No. 2023-66, being a by-law to establish Sanitary Sewer Rates and to repeal By-law No. 2022-98
- By-law No. 2023-67, being a by-law to adopt the 2024 Sanitary Sewer System Operating and Capital Budgets
- By-law No. 2023-68, being a by-law to enter into an amended agreement for Purchase and Sale – Horton Street Property

- By-law No. 2023-69, being a by-law to appoint a Committee of Adjustment and repeal By-law No. 2022-89
- By-law No. 2023-70, being a by-law to enter into an agreement with the Municipality of Dutton Dunwich – GIS and Asset Management Coordinator
- By-law No. 2023-71, being a by-law to adopt an Emergency Management Program and repeal By-law Nos. 2014-12 and 2019-83

By-laws

2023-290 Deputy Mayor Pennings – Councillor Fellows

THAT By-law Nos. 2023-62, 2023-63, 2023-64, 2023-65, 2023-66, 2023-67, 2023-68, 2023-69, 2023-70, and 2023-71 be read a first and second time, considered read a third time and finally passed this 11th day of December, 2023.

CARRIED

CLOSED SESSION:

2023-291 Deputy Mayor Pennings – Councillor Adzija

THAT Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **8:06 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

- Personal Matters about identifiable individual, including municipal or local board employees (Section 239(2)(b))- (2 items) Market Check and Fire/Emergency Services Personnel
- Labour relations or employee negotiations (section 239(2) (d))- CUPE Negotiations
- 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))- Sanitary Services

CARRIED

Adjournment of Closed Session

2023-292 Councillor Fellows – Councillor Adzija

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **9:23 p.m.**

CARRIED

By-law 2023-73

2023-293 Councillor Emons – Councillor Adzija

THAT By-law No. 2023-73, being a by-law to enter into an agreement with the Municipality of Dutton Dunwich for Fire/Emergency Services be read a considered read a third time and finally passed this 11th day of December, 2023.

CARRIED

Staff Direction – Closed Session

2023-294 Councillor Fellows – Deputy Mayor Pennings

THAT Staff was given direction from Council on the market check for employee compensation, confirming shared services for the Fire Chief with Dutton Dunwich, and CUPE Negotiation wage increases.

CARRIED

Confirming By-law

- By-law No. 2023-72, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on December 11, 2023

Confirming By-law

2023-295 Councillor Adzija – Councillor Emons

THAT By-law No. 2023-72 be read a first and second time, considered read a third time and finally passed this 11th day of December, 2023.


CARRIED

ADJOURNMENT:

2023-296 Deputy Mayor Pennings – Councillor Adzija

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **9:24 p.m.**

CARRIED



Mayor
Grant Jones



CAO/Clerk
Lisa Higgs