



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

- A G E N D A -

Monday January 27, 2025

REGULAR MEETING OF COUNCIL

7:00 p.m., Southwold Keystone Complex, Shedden /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 the Regular Council Meeting of January 13, 2025 and the draft minutes of the Special Council Meeting of January 15, 2025
- (b) Draft minutes of the Economic Development Committee Meeting of December 12, 2024
- (c) Minutes of the Southwold 175 Planning Committee Meeting of December 19, 2024 and the Draft minutes of the January 6th, 2025 meeting.
- (d) Draft minutes of the Family Day Committee Meeting of January 6, 2025

5. DELEGATION

6. DRAINAGE

- (a) **7:00 p.m.** Meeting to Consider Report – Ryan Drain 2024

7. PLANNING

- (a) **8:00 p.m. Public Meeting Zoning By-law Amendment** PLA 2025-03, ZBA 2025-01, 1873828 Ontario Ltd C/O. D. Sparenberg, Dillon Consulting Ltd, C/O J. Pszczola, 35743 Horton Street

8. REPORTS

- (a) IDS 2025-05 Ontario Trillium Grant
- (b) IDS 2025-06 Union Road Sanitary Servicing
- (c) CAO 2025-08 Evelyn's Sausage Kitchen – Tax Increment Equivalent Grant

(TIEG) Report

(d) Elgin County – From the Council Chambers – January 14, 2025

9. CORRESPONDENCE

- (a) Town of Aylmer RE: Motion regarding Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning
- (b) Ministry of Rural Affairs RE: Enabling Opportunity: Ontario’s Rural Economic Development Strategy
- (c) Resolutions from the City of Toronto and the City of Hamilton RE: No Paid Plasma Free Zone.

10. BY-LAWS

- (a) By-law No. 2025-07, being a by-law to provide for drainage works - Ryan Drain 2024.
- (b) By-law No. 2025-08, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 15, 2025 and January 27, 2025

11. OTHER BUSINESS *(For Information Only)*

- (a) Enbridge Gas Inc. - Southwold Pipeline Project

12. CLOSED SESSION

- (a) Personal Matters about an identifiable individual, including municipal or local board employees (Section 239 (2)(b)) CAO Recruitment
- (b) A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239 (2)(c)) Shedden Commercial Plaza

13. ADJOURNMENT: NEXT REGULAR MEETING OF COUNCIL
Monday February 10, 2025 @ 7:00 P.M.
Council Chambers, Fingal/Via Video Link



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday January 13, 2025
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
Corey Pemberton, Director of Building and Community Services
Brent Clutterbuck, Drainage Superintendent
June McLarty, Deputy Clerk

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

ADDENDUM TO AGENDA:

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2025-01 Deputy Mayor Pennings – Councillor Emons

THAT the Minutes of the Regular Council Meeting of December 9, 2024 are hereby adopted.

CARRIED

PLANNING:

Committee of Adjustment

Committee of Adjustment MV 2025-01, 7283 Mellor Road

2025-02 Councillor Adzija – Deputy Mayor Pennings

THAT the regular Council meeting adjourn to sit as a Committee of Adjustment at **7:03 p.m.** to hear application MV 2025-01, R. and J. Lukasik, 7283 Mellor Road

CARRIED

Adjournment of Committee of Adjustment

2025-03 Deputy Mayor Pennings – Councillor Emons

THAT the meeting of the Committee of Adjustment to hear application MV 2025-01, R. and J. Lukasik, 7383 Mellor Road adjourns and the regular meeting of council reconvenes at **7:13 p.m.**

CARRIED

PLA 2025-02, Application for Consent E6-25, D. Faseruk & S. Sem C/O. Bob Pauley and Ed Rickwood, 10420 Talbotville Gore Road

2025-04 Councillor Fellows – Deputy Mayor Pennings

THAT Council recommend approval to the Elgin County Land Division Committee for Consent Application E6-25 subject to the recommended conditions as amended provided in Appendix 2 of Report PLA 2025-02.

CARRIED

Drainage Superintendent Brent Clutterbuck commented that the need for a Mutual Drain Agreement was provided in the staff comments but not included in the list of conditions. Condition #8 will be amended to include this request.

DRAINAGE:

IDS 2025-02 Confirmation of 2024 Drainage Reapportionments

2025-05 Councillor Emons – Councillor Adzija

THAT Council for the Township of Southwold hereby accepts the drainage

reapportionments undertaken for the Consent Applications E23/24, E60/24, E82-85/23, and E67/23; and,

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

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

CARRIED

IDS 2025-03 Filing of the Report – Ryan Drain 2024

2025-06 Councillor Emons – Deputy Mayor Pennings

THAT Council proceeds with the Ryan Drain 2024 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 for the Ryan Drain 2024 will be held at the Council meeting on Monday January 27th, 2025 at 7:00 p.m. at the Southwold Keystone Complex.

CARRIED

REPORTS:

FIR 2025-01 Activity Report – December 2024

Director of Emergency Services/Fire Chief Jeff McArthur presented his report to Council.

IDS 2025-01 Activity Report – December 2024

Director of Infrastructure and Development Service Aaron VanOorspronk presented his report to Council.

IDS 2025-04 Southwold Drinking Water System 2024 MECP Inspection Report

2025-07 Councillor Fellows – Deputy Mayor Pennings

THAT Report IDS 2025-04 relating to the 2024 annual Ministry of the Environment, Conservation and Parks (MECP) inspection on the drinking water system, be received for information.

CARRIED

FIN 2025-01 Revised 2025 OPP Estimate

2025-08 Councillor Adzija – Councillor Emons

THAT the Revised 2025 OPP Cost Estimate be received for information.

CARRIED

FIN 2025-02 Insurance Renewal

2025-09 Councillor Fellows – Councillor Emons

THAT Council approve the 2025 Insurance Programs as set out in the renewal documents provided by Intact Public Entity dated January 8, 2025 (Township) and November 18, 2024 (Cemetery Board).

CARRIED

CBO 2025-01 Activity Report – December 2024 and Year End Report 2024

Director of Building and Community Services Corey Pemberton presented his report to Council.

CBO 2025-02 Parks Master Plan Award

2025-10 Councillor Adzija – Councillor Fellows

THAT Report CBO 2025-02 relating to the Parks and Trails Master Plan Award, be received for information; and

THAT the proposal submitted by Pl.ural for the amount of \$46,765.00 plus HST be accepted.

CARRIED

CAO 2025-01 Activity Report – December 2024

CAO/Clerk Lisa Higgs presented her report to Council.

CAO 2025-02 Emergency Management By-law and Plan Update

2025-11 Councillor Fellows – Deputy Mayor Pennings

THAT the report titled “Emergency Management By-Law and Plan Update” from the CAO/Clerk be received as information; and,

THAT Council give consideration to By-Law No. 2025-03, included on the January 13th, 2025 agenda.

CARRIED

CAO 2025-03 Strategic Communications Plan Sanitary Services

2025-12 Councillor Emons – Councillor Adzija

THAT the report titled “Strategic Communications Plan – Shedden & Fingal Sanitary Servicing Project” from the CAO/Clerk be received as information; and,

THAT Council approve the recommended strategic communications approaches suggested for the Shedden and Fingal Sanitary Servicing Project.

CARRIED

County Council Highlights – December 12, 2024

Mayor Jones presented this report to Council.

CORRESPONDENCE:

- Ministry of Municipal Affairs and Housing RE: *Municipal Accountability Act, 2024*
- Thank you, Card, for donation to Fresh Start Support Services
- Fee Waiver Request - VON

Fee Waiver Request – VON

2025-13 Councillor Emons – Councillor Fellows

THAT Council of the Township of Southwold approves the fee waiver request in the amount of \$515.00 that was submitted by the VON for their event on Wednesday January 22nd, 2025 at the Southwold Keystone Complex.

CARRIED

BY-LAWS:

- By-law No. 2025-01, being a by-law authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31st, 2025.
- By-Law No. 2025-02, being a by-law to provide for an interim tax levy, to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent.
- By-law No. 2025-03, being a by-law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under

the Emergency Management and Civil Protection Act and repeal by-laws 2023-71, 2023-54 and 2022-100.

- By-law No. 2025-04, being a by-law to execute an agreement with the Office of the Fire Marshal – Fire Protection Grant
- By-law No. 2025-05, being a by-law to amend user fees – Consent/Road User Agreements
- By-law No. 2025-06, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 13, 2025

By-laws:

2025-14 Councillor Fellows – Deputy Mayor Pennings

THAT By-law Nos. 2025-01, 2025-02, 2025-03, 2025-04 and 2025-05 be read a first and second time, considered read a third time and finally passed this 13th day of January, 2025.

CARRIED

CLOSED SESSION:

2025-15 Councillor Adzija – Deputy Mayor Pennings

THAT Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **8:14 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 an identifiable individual, including municipal or local board employees (Section 239 (2)(b)) 2 items – CAO Recruitment and Public Works
- A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239 (2) (c)) – 2 items – Talbotville WWTP Lands and Shedden Commercial Plaza
- 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)) Shared Services with West Elgin and Dutton Dunwich

CARRIED

Adjournment of Closed Session

2024-16 Councillor Fellows – Deputy Mayor Pennings

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **10:03 p.m.**

CARRIED

STAFF DIRECTION

Staff were directed by Council to the 6 items that were discussed in the Closed Session.

Confirming By-law

- By-law No. 2025-06, being a By-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 13, 2025

Confirming By-law

2025-17 Deputy Mayor Pennings – Councillor Fellows

THAT By-law No. 2025-06 be read a first and second time, considered read a third time and finally passed this 13th day of January, 2025.

CARRIED

ADJOURNMENT:

2025-18 Councillor Adzija – Councillor Emons

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **10:03 p.m.**

CARRIED

Mayor
Grant Jones

CAO/Clerk
Lisa Higgs



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting – Budget Deliberations
Wednesday January 15, 2025
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
Paul Van Vaerenbergh, Public Works Superintendent (attended virtually from 7:00 pm – 8:35 pm)
Corey Pemberton, Director of Building and Community Services (attended virtually at 8:21 pm)

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

DISCLOSURES:

Deputy Mayor Pennings provided a disclosure with respect to Fire department wages.

REPORTS:

FIN 2025-03 2025 Budget Report #3 and 2025 Draft Budget

Treasurer Michele Lant provided a report to Council on the 2025 draft budget, indicating that the total budget presented for the property tax levy is \$7,409,841. Ms. Lant explained that the capital budget presentations were made earlier in the year and that the focus of tonight's meeting is the operating budget and comprehensive budget

including capital and operating elements. Treasurer Lant reviewed the summary budget amounts and the key numbers showing the overall change in various accounts. Deputy Mayor Pennings asked about the re-assessment in other jurisdictions as a possible predictor for anticipated decisions from the Assessment Review Board to help guide the discussion on amounts to allocate to the tax stabilization reserve. Staff were reminded to investigate ARB decisions related to similar buildings in other jurisdictions.

COUNCIL

Treasurer Lant reviewed the costs associated with the Council budget, indicating that there is a slight decrease overall, but that costs associated with conferences and training is increased, in light of raising travel and attendance costs.

ADMINISTRATION

Treasurer Lant reviewed the total administration budget and reviewed the total costs, in particular focusing on computer and server upgrades and future website improvement costs. There was significant discussion on collaborating with municipalities to collectively push back against the transition to the new platform. Council reviewed the various Committee budgets as part of the review, noting changes to the Family Day Committee, Communities in Bloom, History Committee, and Greening Communities.

MEDICAL BUILDING

Treasurer Lant presented the budget for the medical building, indicating there is a marginal increase in rental income (as per the residential tenancies act) and a cost to connect the building to the sanitary sewer, which will result in lower holding tank pumping costs.

FIRE AND EMERGENCY SERVICES

Treasurer Lant, in concert with Chief McArthur provided a summary of the Fire and Emergency Services budget, beginning first by highlighting the major capital projects (Talbotville Fire Hall, notably). Chief McArthur outlined the various sources of revenue, indicating optimism in 2025 to increase these revenues, especially as the Fire Coordinator is more successful in invoicing for response and for grant success.

There were some questions about the ongoing policing costs and a reminder that the one-time funding from the province for cost relief is unlikely to be available in the coming years.

Fire Department wages were not specifically discussed with respect to individual members of the department.

BUILDING

There are very little changes in the building department overall costs or from anticipated revenues. A question was asked about the status of building department fees and whether these should be reviewed and total revenues increased in the budget to reflect changing fees. Council instructed staff to complete a review of fees in the building department and provide recommendations on increased fees.

BY-LAW, CANINE & LIVESTOCK

Treasurer Lant provided an update to the By-Law Enforcement budget communicating that the wages and overhead from other staff have now been appropriately attributed to the department.

INFRASTRUCTURE AND DEVELOPMENT

Roads

Treasurer Lant provided an introductory of the total roads costs including a summary of the priority capital projects and associated operating costs to operate the department. Director VanOorspronk indicated that staff have evaluated the operating budget line by line to create budget amounts based on historical averages, resulting in an overall reduction from the 2024 budget of \$65,094.00.

Councillor Emons asked whether there has been further investigation into the closure of Begg Road. Director VanOorspronk indicated that staff needs to study this further from both a legal and practical perspective. Mayor Jones indicated that he took a drive down the road and indicated that there is Hydro poles on the road which may cause some challenges. Staff will investigate and report back to Council.

Bridges and Culverts

Council reviewed the overall summary of the Bridge and Culvert budget, indicating that the Bridge and Culvert budget reserve shows a long-term deficit, suggesting that contributions may need to increase in future years.

Deputy Mayor Pennings indicated that there was some discussion about bridges located near Clinton Line area and a strategic retreat for some large culverts and potential bridge closures or road closures without significant impact on landowners. Director VanOorspronk indicated that there will need to be more substantial discussion about these topics, but that improvements to these bridges and culverts are not included in the 2025 budget.

WASTE MANAGEMENT

Treasurer Lant reviewed the Waste Management budget, reviewing various revenues generated (many in the form of contributions from the Green Lane Trust and minimally from CMO) and the overall expenses.

CEMETERIES

Ms. Lant reviewed the cemeteries budget with Council indicated that there are very few costs associated with the operation of the cemeteries with their being a small amount typically required for minor maintenance or tree removal on various cemetery properties.

KEYSTONE COMPLEX

Treasurer Lant provided a summary of the 2025 Keystone Complex costs and highlight of Capital projects (namely the electronic sign proposed). Director Pemberton indicated that the City-Wide software will help to better allocate time for employees for budgeting purposes.

PARKS

Director Pemberton provided a summary of the annual parks department and spoke to the increase in mulch required for each park, which includes a recommended annual increase, based on feedback from the independent audit including the safety assessment of the playgrounds. Ms. Lant also explained that there are increases in small equipment and vehicle costs associated with the increase in staffing complement in the parks department for 2025. Director Pemberton explained that parks inspections are required every two years and balanced between various parks.

PLANNING AND DEVELOPMENT

Treasurer Lant provided a report on the costs for Planning and Development, and there was a discussion clarifying that the revenues recorded assumed that Council adopts an increase in fees, representing a three-year phase in of recommended County planning fees.

DRAINAGE

Treasurer Lant provided a presentation to Council on the 2025 drainage costs, indicating that 2025 drainage costs may be impacted by recent requests for capital drains, however it is likely that these will fall in the 2026 budget to provide time for the drainage process to be completed.

GREEN LANE ASKS:

Councillor Emons vacated her seat and left the Council Chambers. Council indicated that there was a previous commitment of \$5,000.00 per year for three years to the Long Point Litoral Cell Climate Resiliency Plan. Council directed staff to include this in the Green Lane ask for 2025.

Councillor Emons returned to her seat.

BUDGET SUMMARY

Staff were instructed to bring various scenarios to Council on contributions to the tax stabilization reserve with an ultimate goal of reducing the overall tax levy increase to below 4%.

Council agreed that there are not sufficient opportunities in finding reductions overall in the operating budget without losing services, so it was generally agreed that there should be sufficient contributions to the reserve.

Council agreed that making a similar contribution to the reserve as 2024 (\$850,000 in total) will likely achieve a responsible goal.

ADJOURNMENT:

2025-19 Deputy Mayor Pennings – Councillor Adzija

THAT Council for the Township of Southwold adjourns this Special meeting of Council at **9:34 p.m.**

CARRIED

Mayor
Grant Jones

CAO/Clerk
Lisa Higgs



Southwold Economic Development Committee

Meeting Minutes

Thursday December 12th, 2024 at 8:00 a.m.
Council Chambers/Webex Meeting

Voting Members

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

Regrets: Michelle Hoffsuemmer, Lisa Higgs

Staff/Resource: Aaron VanOorspronk, Director of Infrastructure and Development
Tanya Wilson, Elgin Business Resource Centre
Carolyn Krahn, Manager of Economic Development and Strategic Initiatives
June McLarty, Deputy Clerk

1. Call to Order

Deputy Mayor Pennings called the meeting to order at 8:04 am.

2. Approval of Agenda

The Committee approved the agenda for the August 22nd meeting.

3. Approval of the August 22nd, 2024 Minutes

The Committee approved the minutes as drafted from the August 22nd, 2024 meeting.

4. Development and Infrastructure Updates – Servicing & Planning Status Updates

a. HEWSF Transfer Payment Agreement Status

Director of Infrastructure and Development Services, Aaron VanOorspronk reported that the Agreement was presented and signed at the December 9th, 2024 Council meeting. We will receive 25% of the grant, once the agreement

has been signed by the Ministry.

b. Conveyance System Tender Status

Director of Infrastructure and Development Services, Aaron VanOorspronk reported Tenders will soon close, and a report will be brought to Council for acceptance.

c. WWTP Updates for Shedden & Talbotville.

Director of Infrastructure and Development Services, Aaron VanOorspronk reported that the tenders for these projects will be available soon. Mr. VanOorspronk also reported that we may receive better pricing if we offer better terms.

5. Commercial Plaza Update

Director of Infrastructure and Development Services, Aaron VanOorspronk reported that with discussions and a recommendation from the EDC, an RFP was completed. Submissions closed on November 1st with one submission from DHP was received. The proposal included a mixture of commercial and 12 residential units with a historic feel. It is not low-income housing. This will beautify the downtown and provide revenue for the Township. Mr. VanOorspronk also reported that the sale does not close until site plan approval has been made. Mr. VanOorspronk informed the committee that DHP has started the process for rezoning and draft plan of subdivision for the Stoss property. A discussion was held on the inclusion of having walking paths for pedestrians to the downtown, multi-use paths to the parks and maybe the possibility of having bike or walking paths to connect Fingal and Shedden.

A concept drawing of the Shedden-Fingal WWTP was provided by Mr. VanOorspronk. This facility will be bricks and mortar building. Who will operate the facility will need to be determined.

6. Elgin County Business Retention and Expansion – Final Report

a. Development and Building Permit Process Mapping Project.

Carolyn Krahn, Manager of Economic Development and Strategic Initiatives reported that Planner will be hired for this project. Details about this will be provided to the committee once available.

b. Elgincentives Review

Carolyn Krahn, Manager of Economic Development and Strategic Initiatives reported that Elgincentives is 10 years old. A survey will be available on the Engage Elgin webpage. This survey will help to determine if this program will still continue to be effective for local municipalities and businesses.

c. Recap of Cultivating Success Rural Business Networking Event

Carolyn Krahn, Manager of Economic Development and Strategic Initiatives thanked Nature’s Oasis for hosting the event and Deputy Mayor Pennings for being the Master of Ceremonies. It was suggested that 3-4 events like this be held in 2025. The formats for these events will need to be determined.

d. Update on Meeting with Industrial Landowners in Talbotville

Carolyn Krahn, Manager of Economic Development and Strategic Initiatives reported that a meeting was held with the landowners. Discussions were held on marketing the land and servicing costs. Deputy Mayor Pennings commented that it was good to have everyone in the same room to get their feedback on these lands.

7. Centralized Planning Services with Elgin County.

Director of Infrastructure and Development Services Aaron VanOorspronk reported that a meeting was held with the County and local municipalities to determine what is needed for planning services. The County has prepared an agreement and will be presented County Council soon. An agreement has yet to be presented to Southwold Council. There may be some cost savings with this agreement. The County will handle planning services for Southwold. Southwold Council will still make decisions on planning matters.

8. Southwold 175 Update

Deputy Clerk June McLarty reported that Southwold 175 Planning Committee has booked a headliner. There will also be fireworks, a kids zone, car show, beer garden, artisan market and food vendors. More details will be available soon for the August 9th event.

9. New and Other Business

None.

10. Next Meeting date, time and location

The next meeting was scheduled for February 13, 2025 at 8:00 am.

11. Adjourn

The meeting adjourned at 9:01 am.

Chairperson, Justin Pennings

Deputy Clerk



Southwold 175 Planning Committee Meeting Minutes

Thursday December 19, 2024
Council Chambers, Fingal
Time meeting started: 3:48 p.m.

Present: Mayor Grant Jones
Councillor Sarah Emons
Chris Cirella
Sofia Sinclair-Jones
June McLarty, Staff Resource

Guest: Sharon Lechner, Event Planner

Regrets: Abi Drewitt
Bill Aarts

1. Call Meeting to Order and Welcome

Mayor Jones called the meeting to order at 3:48 p.m.

2. Approval of the Agenda

Moved by: Chris Cirella **Seconded by:** Sarah Emons

That the agenda for the December 19th, 2024 meeting be approved.

Carried

3. Approval of the December 2nd, 2024 Minutes

Moved by: Sarah Emons **Seconded by:** Sofia Sinclair-Jones

That the minutes from the December 2nd, 2024, meeting be approved as amended.

Carried

4. Planning for 2025

Committee Member Reports on Action Items

a. Sponsorship Packages

An updated draft version was presented to the committee. Final version will be available in the new year for canvassing.

b. Entertainment

Headliner

Sofia reported that the process has started to book the headline. More time is required to book at classic rock band.

c. History Committee Assistance

Sarah reported that she met with Len Lynch and Ross Burgar and they will assist with the history aspect of the celebration. They will provide some information for the Southwold 175 website page.

d. Inflatable Companies

More research on obtaining a company to provide the inflatables is needed.

e. DJ

Grant spoke with Adrian Peters from A & M Sounds Disc Jockey Service. A quote of \$150.00 per hour was provided for a 12 hour day. Mr. Peters would be available all day. He can work with the sound company and use their equipment or provide his own.

f. Beer Tent and Liquor Licencing

We do not have a confirmation for who will be running the beer tent and obtaining the licence. Sharon offered to obtain the licence and she has some contacts with alcohol companies. Some liquor companies provide their own bartenders.

g. Branding

The branding is getting close to completion.

h. Photographer Cost

Establish Media has committed to providing photography services for our events. A cost has not been confirmed.

i. Merchandise -clothing

Chris provided the quotes he received for rope hats, T-shirts and hoodies. Additional fees will be added if we want logos on the back of the T-shirts and hoodies. There is also a one time set -up fee for an embroidery logo and the printing of the logo. January 12th will be the deadline to have the samples completed for the January 25th event.

j. Calendar

Len and Ross will create the calendar. They will choose the topics and photos for each month. A QR code on the calendars will be available to go the Township website for additions facts and photos. Sarah, Chris and Abi will meet to discuss the calendar. January 12 will be the deadline to have the calendars ready for the January 25 event.

5.0 2025 Event Budget

No updates to the budget at this meeting.

6.0 January 25th Event

The invitations for the January 25th event will need to be sent out at the beginning of the new year. Advertising for this event will also start in the new years.

Coffee can be provided by Tim Horton's. A letter requesting this donation will need to be sent.

7.0 Other Business

- Meeting with other local organizations

The Rosy Rhubarb Committee is willing to assisting with the celebration. More communication with the other local organizations will be done in the new year.

8.0 Adjournment and Next Meeting

RESOLVED that the meeting be adjourned at **4:55 p.m.** to meet again at **3:30 p.m.** on **January 6, 2025.**



Southwold 175 Planning Committee Meeting Minutes

Monday January 6, 2025
Council Chambers, Fingal/Via Video Link
Time meeting started: 3:30 p.m.

Present: Mayor Grant Jones
Councillor Sarah Emons
Chris Cirella
Sofia Sinclair-Jones (virtually)
June McLarty, Staff Resource

Regrets: Bill Aarts

Guest: Steve Garvin

1. Call Meeting to Order and Welcome

Mayor Jones called the meeting to order at 3:30 p.m.

2. Approval of the Agenda

Moved by: Sarah Emons **Seconded by:** Chris Cirella

That the agenda for the January 6th, 2025 meeting be approved with the following addendums:

- a. Resignation of Abi Drewitt
- b. RFP for an event planner

Carried

3. Approval of the December 19th, 2024 Minutes

Moved by: Chris Cirella **Seconded by:** Sofia Sinclair-Jones

That the minutes from the December 19th, meeting be approved.

Carried

4. Planning for 2025

Committee Member Reports on Action Items

a. Sponsorship Packages

Sofia will work with Brittany to get the finalize the sponsorship packages.

b. Entertainment

Headliner

Sofia reported that she is has received an offer template to create the booking for the headline artist. A 50% deposit will need to be made for booking the headline artist. She is still working on obtaining a classic rock artist.

c. Inflatable Companies

No updates were provided at this meeting.

d. DJ

e. Beer Tent and Liquor Licencing

Steve Garvin from the Fingal-Shedden & District Optimist Club attended the meeting to get some information on the August 9th event. The Optimist Club is meeting soon and will decide if they will run the bar at the August 9th event.

f. Branding

The branding is complete, and it can be used to create banners, clothing and a page on the website. An event page can be created on Facebook. More discussion on what would be included on the Facebook page need to be done. The costs for banners will need to be determined.

g. Photographer Cost

Established Media, including an assistant will be \$650.00 for the January 25th event. Videos will be created from the January 25th event. Maybe we can use the County Video on Southwold as part of our video packages.

**h. Merchandise
-clothing**

Chris will get some samples done up and send them out to the committee for review.

i. Calendar

Ross and Len sent photos and facts to Brittany for the calendar. Sarah and Brittany will review the photos to determine what ones will be included in the calendar. We need to make sure that we include the logos of the groups that contributed to the cost of the calendar.

5.0 2025 Event Budget

Photographer cost revised.

6.0 January 25th Event

The Committee will be at the complex for 10:00am to set up. Opens will open at 1:00 p.m. Flyers notifying residents of the January 25th event will be going out in the January water bills.

7.0 Other Business

Grant notified the Committee that Abi Drewill has resigned. We will need to recruit a new member.

As per the Township's procurement policy, a Request for Proposal (RFP) for an event planner will need to be done. Township staff will create the RFP and post it on the website for submissions.

8.0 Adjournment and Next Meeting

RESOLVED that the meeting be adjourned at **5:20 p.m.** to meet again at **3:30 p.m.** on **February 3, 2025.**



Southwold Family Day Committee

Family Day Committee Meeting Minutes Monday, January 6th, 2025, at 6:30 pm Council Chambers, Fingal /Online

Committee Members Present:

Councillor John Adzija
Councillor Scott Fellows
Jane Cox
Darlene Wardsworth
Joe McKinnon
Abi Drewitt
Darryl Adams
Lizanne Kerkvliet

Regrets: Morgan Bengen, Scott Young

Staff Present: Lori Redman

1. Meeting to Order and Welcome

The meeting was called to order at 6:39 pm by Co-Chairperson Scott Fellows.

Motioned: Joe McKinnon

Seconded: Jane Cox

CARRIED

2. Approval of the Agenda

The Committee members approved the Southwold Family Day Committee agenda on January 6, 2025.

Motioned: Joe McKinnon

Seconded: Jane Cox

CARRIED

3. Approval of the Minutes from the Previous Meeting

The minutes of the November 18, 2024, Family Day Committee were approved.

Motioned: Joe McKinnon

Seconded: Councillor John Adzija

CARRIED

4. 2025 Event Planning

Event Space/Item:	Assigned to:	Considerations:
Keystone Complex Usage:	Committee	As discussed at the November 18 th , 2024, meeting, the committee hopes that the event will be held outdoors and that indoor activities will only be provided if there is extreme weather on the day of. The indoor activities will be set up in advance.
	Scott Fellows	Indoor activities can such as: Build-a-marshmallow snowman and colouring activities, if needed, can be quickly set up for the event and supervised by the Scouts. Volunteers are to be directed to speak to Councillor Fellows. Councillor Fellows will reach out to Scott Young to confirm the number of volunteers he can provide for indoor and outdoor activities. Will seek out high-school volunteers. 2-4 required for indoor supervision.
	Scott Fellows	Craft items to be ordered by Councillor Fellows for indoor activities. 10 bags of large marshmallows Toothpicks

		Colouring material activities.
Believe in Wonder	Committee	Believe in Wonder fees provided. See attached quote. 300 servings @ \$3.00 per bag. (pre-bagged) two popcorn machines, and one cotton candy machine. The vendor will provide staff.
Bonfires	Fire Department Darryl Adams	The volunteer fire department will handle the setup of bonfires. As discussed at the previous meeting.
Fireworks	Optimist	Fireworks are confirmed
Rosy Rhubarb People Movers	Committee	Joe McKinnon will ask Keith Orchard about clearance requirements for the people movers. This is an ongoing discussion and will be addressed at the next committee meeting.
Signage	Committee Abi Drewitt	The Fire Department will post signage at the Firehall in Shedden. Fingal/Shedden Optimist Club will post signage. Winterfest Event has been posted on social media groups and platforms. Abi has also uploaded video content, and advertising on these sites and will reach out to Southwold staff member Brittany Portlock to have content posted on the Townships social media pages.

	Darryl Adams Jane Cox	Jugs for cold drinks to be provided by Shedden Soccer. The fire department will also bring jugs for the event. 70 dozen chocolate chip cookies. Price quoted at \$300.00.
Volunteers	Scott Young	Scott Young will have members of the Scouts help with the event. The number to be confirmed at next meeting. John Adzija will also check into recruiting volunteers.
Volunteer Appreciation	Committee	The committee will send out Thank you cards to those who have volunteered for the event.
Play Area	Committee	Darlene Wadsworth will bring a variety of lengths of wood. Abi Drewitt will bring plastic waffle balls.

Other Business:

N/A

Budget item:

N/A

7. Next Meeting

The next meeting will be held on January 29th, 2025, at 6:30 p.m. in person and/or via Teams.

Motioned: Joe McKinnon

Seconded: Jane Cox

CARRIED

8. Adjournment

That the meeting adjourns at 8:13 p.m.

RYAN DRAIN 2024
Township of Southwold



**SPRIET
ASSOCIATES**
ENGINEERS & ARCHITECTS
155 York Street
London, Ontario N6A 1A8
Tel. (519) 672-4100
Fax (519) 433-9351
E-mail MAL@SPRIET.ON.CA

London, Ontario
October 16, 2024

RYAN DRAIN 2024

Township of Southwold

To the Mayor and Council of
The Township of Southwold

Mayor and Council:

We are pleased to present our report on the construction of an extension of the Ryan Municipal Drain serving parts of Lot 14, Concessions 2 S.W.R. in the Township of Southwold.

AUTHORIZATION

This report was prepared pursuant to Section 4 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work was initiated by a petition signed by the owner whose lands contain over 60 percent of the area requiring drainage.

DRAINAGE AREA

The total watershed area as described above contains approximately 1.7 hectares. The area requiring drainage is described as the south east part of Lot 14, Concession 2 S.W.R.

HISTORY

The Ryan Drain was originally constructed pursuant to a report submitted by M. P. DeVos, P. Eng. dated September 22, 1999 and consisted of approximately 66 meters of 450mm pipe, catchbasin, and outlet structure. The existing Ryan Drain extends from an outlet in a natural watercourse northerly up to and across Thomas Road to its head in the north road ditch.

EXISTING DRAINAGE CONDITIONS

At a site meeting held with respect to the project and through later discussions the owners reported the following:

- that new residential development upstream of the existing drain is required by the Township to acquire a legal outlet for their storm water infrastructure
- that this report incorporated the existing infrastructure that was designed by the developing engineer including a swale downstream to the existing drain to allow for maintenance including cost sharing



EXISTING DRAINAGE CONDITIONS (cont'd)

A field investigation and survey were completed. Upon reviewing our findings we note the following:

- that a lot grading and Storm Water Management (SWM) drawing along with a design brief were prepared by the developers engineer which was reviewed with respect to approach and concept but not technical calculations
- that after construction, some external flows were entering the SWM facility which requires further grading around its perimeter to ensure separation
- that the swale downstream of pipe outlet of the SWMF has positive fall but the profile established for future maintenance to provide a small amount of additional depth

DESIGN CRITERIA AND CONSIDERATIONS

We would like to point out that the design brief provided by developing engineers indicates the SWMF was to accommodate up to the 100-year rain event with small storms being close to predevelopment levels and larger storms being over controlled.

RECOMMENDATIONS

We are therefore recommending the following:

- that the existing SWMF restricted inlet, outlet pipe, and downstream swale be incorporated as part of the Ryan Drain for future maintenance purposes
- that a schedule of assessment for future maintenance is provided

SUMMARY OF PROPOSED WORK

The proposed Municipal Drain consist of the incorporation of approximately 50 lineal meters of swale 24 meters of 100mm outlet pipe, 150mm diameter hickenbottom bottom inlet and SWMF as shown on the above noted AGM drawings.

SCHEDULES

Two schedules are attached hereto and form part of this report, being Schedule 'A' - Cost Estimate and Schedule 'B' - Assessment for Future Maintenance.

Schedule 'A' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$ 7,650. This estimate includes engineering and administrative costs associated with this project.



SCHEDULES (cont'd)

Schedule 'B' - Assessment for Future Maintenance. In accordance with Section 38 of the Drainage Act, this schedule outlines the distribution of future repair and/or maintenance costs for portions of, or the entire drainage works.

Drawing No. 1, Job No. 217219 and the AGM drawing No. 1 – Project 1000-81 Thomas Road dated and sealed September 17, 2017 form part of this report.

ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These assessments are known as benefit, outlet liability and special benefit as set out under Sections 22 and 23 of the Act.

SECTION 23

Outlet liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse.

MAINTENANCE

The Ryan Drain 2024 shall be maintained by the Township of Southwold at the expense of all upstream lands and roads assessed in Schedule 'B' - Assessment for Future Maintenance and in the same relative proportions until such time as the assessment is changed under the Drainage Act.

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED

M.P. DeVos, P. Eng.



MPD:ms



SCHEDULE 'A' - COST ESTIMATE

RYAN DRAIN 2024

Township of Southwold

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

ADMINISTRATION

Interest and Net Harmonized Sales Tax	\$	200.00
Review of servicing drawings and SWM report	\$	867.00
Survey, Plan and Final Report	\$	5,759.00
Expenses	\$	<u>824.00</u>
TOTAL ESTIMATED COST	\$	<u>7,650.00</u>

SCHEDULE ' B ' - ASSESSMENT FOR FUTURE MAINTENANCE

RYAN DRAIN 2024

Township of Southwold

Job No. 217219

October 16, 2024

* = Non-agricultural

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	OUTLET
SWALE				
2 SUR	Pt.14	0.13	008-165 (P. & D. North)	5.80 %
2 SUR	Pt.14	0.04	008-165-03 (M. Goodwin & K. Bartolacci)	1.80
2 SUR	Pt.14	0.16	008-165-04 (F. Maguire & K. Hickey)	7.20
2 SUR	Pt.14	0.17	008-165-05 (D. & H. Connolly)	7.60
2 SUR	Pt.14	0.17	008-165-07 (D. & B. Bruce)	7.60
2 SUR	Pt.14	0.17	008-165-08 (K. & M. O'Neil)	7.60
2 SUR	Pt.14	0.17	008-165-09 (H. & P. Kerr)	7.60
2 SUR	Pt.14	0.17	008-165-10 (P. & J. Kivell)	7.60
2 SUR	Pt.14	0.15	008-165-11 (K. & E. Moss)	6.70
TOTAL ASSESSMENT ON LANDS				59.50 %
Thomas Road		0.36	Township of Southwold	40.50 %
TOTAL ASSESSMENT ON ROADS				40.50 %
TOTAL ASSESSMENT ON THE SWALE				<u>100.00</u> %
SWMF & PIPE				
2 SUR	Pt.14	0.08	008-165 (P. & D. North)	8.70 %
2 SUR	Pt.14	0.17	008-165-07 (D. & B. Bruce)	18.70
2 SUR	Pt.14	0.17	008-165-08 (K. & M. O'Neil)	18.70
2 SUR	Pt.14	0.17	008-165-09 (H. & P. Kerr)	18.70
2 SUR	Pt.14	0.17	008-165-10 (P. & J. Kivell)	18.70
2 SUR	Pt.14	0.15	008-165-11 (K. & E. Moss)	16.50
TOTAL ASSESSMENT ON LANDS				100.00 %
TOTAL ASSESSMENT ON THE SWMF & PIPE				<u>100.00</u> %

SCHEDULE OF NET ASSESSMENT

RYAN DRAIN 2024







Township of Southwold

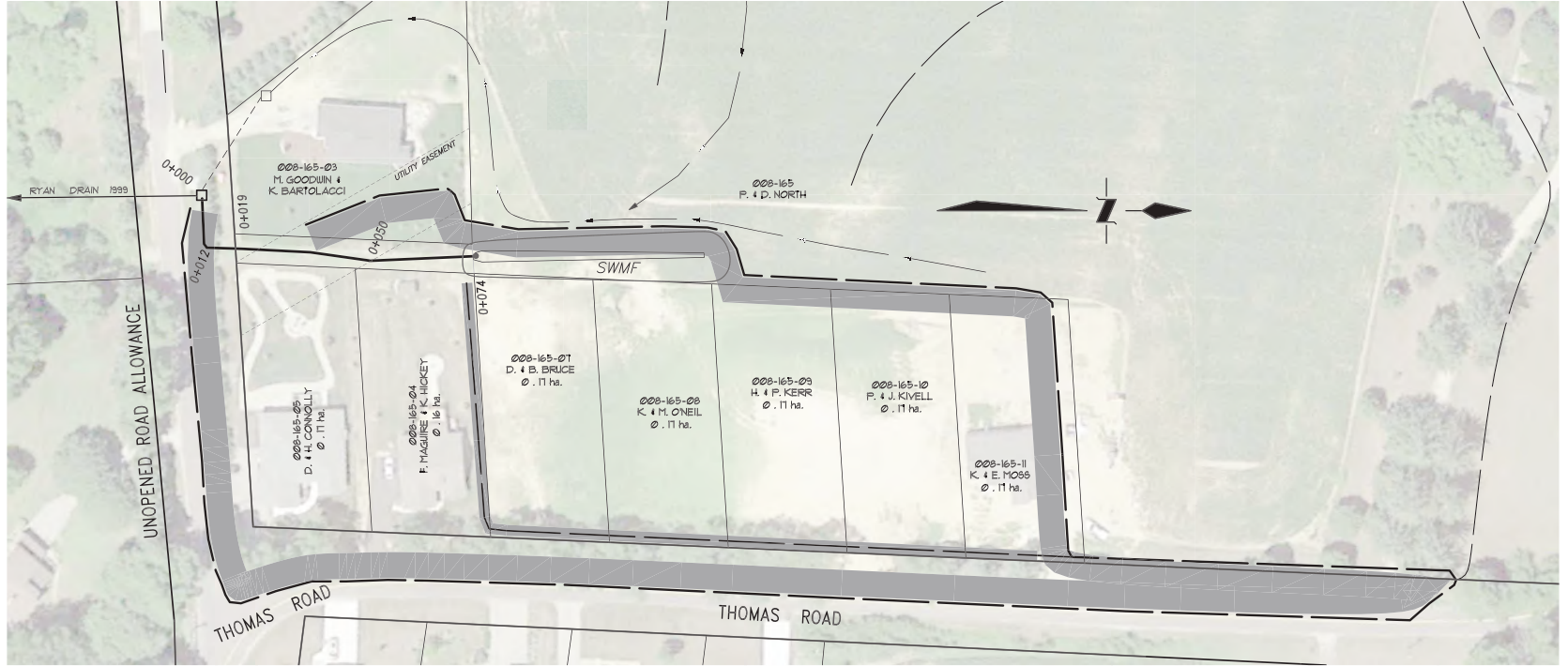
Job No. 217219

* = *Non-agricultural*

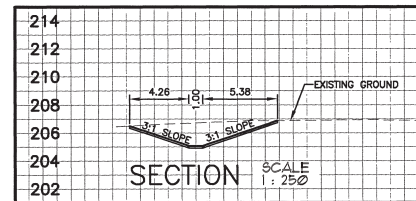
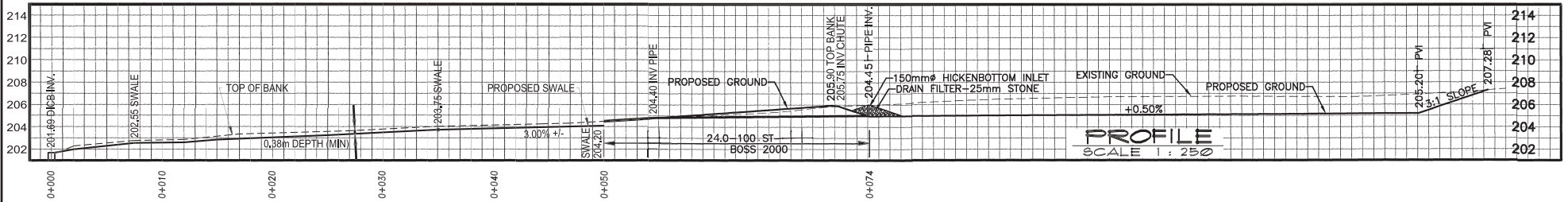
ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
008-165 (P. & D. North)	\$ 7,650.00	\$	\$	\$ 7,650.00
	\$ 7,650.00	\$	\$	\$ 7,650.00

PLAN LEGEND

-  LIMIT OF WATERSHED AREA
 -  PROPOSED DRAINAGE WORKS
 -  EXTERIOR OR INTERIOR WATERSHED
 -  EXIST. MUNICIPAL DRAIN
 -  PRIVATE TILE OR SURFACE WATER RUN
 -  EXIST. WATERCOURSE OR PRIVATE DITCH
- 00 . 000 ASSESSMENT ROLL NUMBER
 J. SMITH OWNERS NAME
 40.0 HA. HECTARES OWNED



PLAN SCALE 1 : 1,000

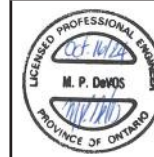


RYAN DRAIN 2024



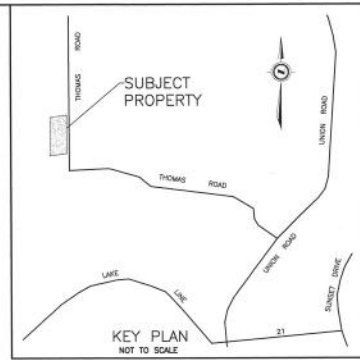
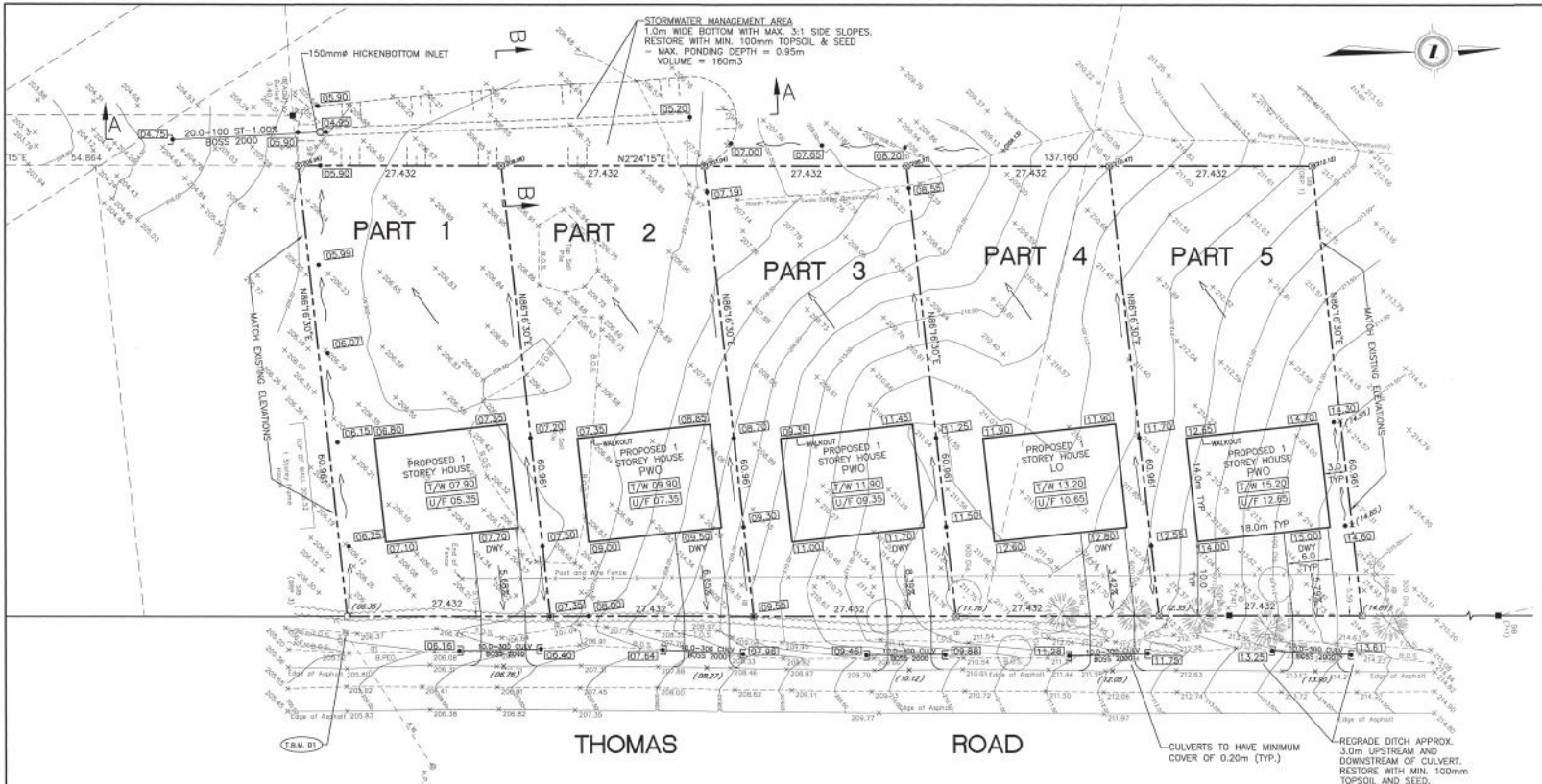
Township of Southwold

Drainage Superintendent: BRENT CLUTTERBUCK 519-769-2010	No.	REVISIONS	DATE



Drawn By: TF	Field Book GFS	JOB No. 217219	Drawing No. 1 of 1
Date: Oct. 16, 2024			

PLAN, PROFILES, & DETAIL
SPRIET ASSOCIATES
 LONDON CONSULTING ENGINEERS LIMITED
 155 YORK STREET -- LONDON (519) 672-4100 -- N6A 1A8



PLAN
OF PART OF
LOT 14, RANGE 2
SOUTH OF UNION ROAD
IN THE
TOWNSHIP OF SOUTHWOLD
COUNTY OF ELGIN

- LOT GRADING NOTES:**
- Existing drainage of abutting lands is not to be disturbed.
 - Localized surface drainage from abutting residential properties may be discharged onto the proposed site in this subdivision.
 - Basement openings to be a minimum 300mm above the centreline of road unless otherwise approved by the Municipality.
 - Ground elevations of houses abutting overland flow routes are to be 225mm above overland flow route elevations.
 - Retaining walls, 1.0m high or greater, are to be designed by and constructed to the specifications of a registered professional engineer in accordance with the Ontario Building Code.
 - Sump pump discharge must be directed to the storm sewer via the storm PSC. For 'Other Cases' Sump pump discharge must be directed away from stormwater and sidewalks.

LEGEND

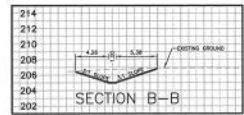
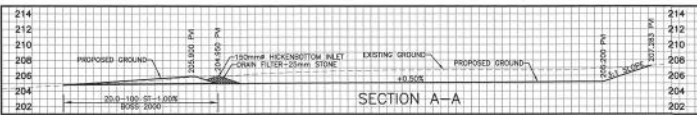
- PROPOSED DRIVEWAY LOCATION
- EXISTING TREE
- STAKED STRAW BALE DAM
- PROPOSED CULVERT
- PROPOSED SWALE
- DIRECTION OF SURFACE DRAINAGE
- SLOPE OF DRIVEWAY
- PROPOSED HICKENBOTTOM DRAIN
- PROPOSED TOP OF FOUNDATION WALL ELEVATION
- PROPOSED UNDERSIDE OF FOOTING ELEVATION
- PROPOSED FINISHED GROUND ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED SILT FENCE
- PWO PARAL WALKOUT HOUSE TYPE
- LO LOOKOUT HOUSE TYPE

SITE BENCHMARK:
T.B.M. 01 SPIKE SET IN THE EASTERLY FACE OF A HYDRO POLE.
ELEVATION = 207.35m

NOTE:
ADD 200 METRES TO ALL PROPOSED ELEVATIONS.

- SEDIMENT CONTROL MEASURES:**
- Protect all exposed surfaces and control all runoff during construction.
 - All erosion control measures to be in place before starting construction, and remain in place until reclamation is complete.
 - Maintain erosion control measures during construction.
 - All collected sediment to be disposed of at an approved location.
 - Minimize areas disturbed during construction.
 - All dewatering to be disposed of in an approved sedimentation basin.
 - Protect all catch basins, maintenance holes, and pipe ends from sediment intrusion with geotextile (Tensar 270K).
 - Keep all sumps clean during construction.
 - Prevent wind-blown dust.
 - Show holes to be used in localized areas as shown and as directed by the engineer during construction for works which are in, or adjacent to, floodlines, fill lines and hazardous slopes.
 - Show holes to be terminated by rounding bales to contain and filter runoff.
 - Obtain approval from Kettle Creek Conservation Authority prior to construction for works which are in or adjacent to floodlines, fill lines and hazardous slopes.
 - All siting and details are at the minimum to be constructed in accordance with the Ministry of Natural Resources Guidelines on Erosion and Sediment Control for Urban Construction sites.
 - All of the above notes and any sediment and erosion control measures are at the minimum to be in accordance with the Ministry of Natural Resources Guidelines on Erosion and Sediment Control for Urban Construction sites.

ENGINEER'S CERTIFICATE
I HEREBY CERTIFY THAT THE PROPOSED GRADING AND APPURTENANCE DRAINAGE WORKS COMPLY WITH SOUND ENGINEERING DESIGN AND ORANGE PATENTING ON AND ACROSS THESE LANDS AND THE ADJOINING LANDS OR APPLICABLE BY-LAWS.



NO.	REVISIONS	DATE	BY	CONSULTANT OR SERVICE
1	DESIGN	SEP 1, 2017	AGM	
2	DESIGNED			
3	APPROVED			
4	DATE	SEPTEMBER 2017		

AGM
PLAN • SURVEY • ENGINEER

ARCHIBALD, GRAY & MCKAY
ENGINEERING LTD.
214 SOUTH GAVIN ROAD, LONDON, ON, N6E 2Z5
PHONE: 519-685-5206 FAX: 519-685-5205
EMAIL: info@agm.ca WEB: www.agm.ca



PETER NORTH HOMES

SCALE - 1 : 200

PROJECT NO.	THOMAS ROAD SEVERANCE	1000-81
SHEET NO.	GRADING PLAN	01
PLAN FILE NO.		



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: January 27, 2025
PREPARED BY: Mike Szilagyi, Planner
REPORT NO: PLA 2025-03
SUBJECT MATTER: **Zoning By-law Amendment Application ZBA 2025-01
and Plan of Subdivision Application 34T-SO2402
35743 Horton Street
1873828 Ontario Ltd. (c/o Dave Sparenberg)**

Recommendation(s):

THAT Council recommend approval of the proposed Draft Plan of Subdivision 34TSO2402 to Elgin County, subject to the conditions listed in Appendix 2 of Report PLA 2025-03 being assigned to any Notice of Decision by the County; and

AND THAT Council table a decision on Zoning Amendment ZBA 2025-01 until such time that a new zoning distribution be received.

Purpose:

Elgin County has received Plan of Subdivision Application (34T-SO2402) for the development of a parcel of land located south of Horton Street and west of Union Road, municipally known as 35743 Horton Street and as shown on the key map below. The Plan of Subdivision Application seeks to create 46 single detached dwelling lots, 13 semi-detached lots (26 units), 3 Blocks for rowhouse units (52 units) in Phase 1 with a second Phase proposed to contain 10 Blocks for future development including single-detached, semi-detached and rowhouse units. These Blocks are intended to be further developed and subdivided through Lifting of Part Lot Control. In addition, blocks will be created for stormwater management, Open Space, pedestrian links, and new internal roads, which are all to be conveyed to the Township. The proposed draft plan is shown in Appendix 1.

The Township of Southwold has received a concurrent Zoning By-law Amendment Application ZBA 2025-01 to rezone the subject property from the Settlement Reserve (SR) and Agriculture 1 Zones as shown on Schedule A Maps 5 and 13 of Zoning By-law 2011-14, as amended to a requested site specific Residential 2 (R2) zone and two site-specific Residential 3 (R3) Zones. The proposed zoning for Phase 1 seeks to establish site specific zone provisions to reduce the required exterior and rear yard setbacks, and increase the permitted maximum lot coverage for the Residential 2 zone and reduce

the minimum required lot area, reduce the required exterior and rear yard setbacks, and increase the permitted maximum lot coverage for the Residential 3 zone. For Phase 2, the application seeks to permit Single-detached and Semi-detached dwellings as permitted uses within the Residential 3 zone and to reduce the required exterior and rear yard setbacks, and increase the permitted maximum lot coverage. Lands to be conveyed to the municipality for open space and required servicing infrastructure are to be zoned Open Space (OS).

Key Map of Subject Property



The lands are zoned Settlement Reserve and Agricultural 1, as shown on Schedule A, Maps 5 and 13, under Zoning By-law 2011-14, as amended.

The property measures approximately 20.7 ha (51.15 ac) in area with approximately 91 m (299 ft) of frontage along Union Road and approximately 21 m along Talbot Line. The lands are former agricultural lands and are occupied by a single-detached dwelling and two barn structures which will all be removed as part of this development. The subject property is located in an area serviced by the municipal water supply and will be serviced by the future Township Wastewater Treatment Plant expected to begin construction later in 2025.

The lands are located in the southeast corner of the Shedden Settlement Area and are surrounded to the north by single-detached dwellings located along Horton Street and Talbot Line, to the east by additional single-detached dwellings, the Township Fire Station, and vacant lands slated for future residential development, and to the south and east by active agricultural lands and natural heritage areas.

Proposal:

The applicant has submitted an application to Elgin County to consider the development of the proposed plan of subdivision as shown in Appendix 1. The Township of Southwold has received a Zoning By-law Amendment to be considered concurrently which reflects the layout and uses as shown on the plan of subdivision. The applications were submitted together with the following supporting materials:

Plans

1. Draft Plan

Studies

2. Preliminary Hydrogeological Assessment prepared by MTE Consultants dated December 20, 2023
3. Geotechnical Investigation & Slope Stability Assessment prepared by EXP Services Inc. dated September 2022
4. Traffic Impact Study prepared by Dillon Consulting Limited dated October 2024
5. Transportation Noise Assessment prepared by Dillon Consulting Limited dated October 2024
6. Planning Justification Report prepared by Dillon Consulting Limited dated December 2024
7. Preliminary Stormwater Management Report prepared by Dillon Consulting Limited dated November 2024

8. Functional Servicing Report prepared by Dillon Consulting Limited dated November 2024
9. Tree Preservation Report prepared by Dillon Consulting Limited dated October 2024
10. Stage 1-2 Archaeological Assessment prepared by Lincoln Environmental Consulting Corp. dated November 2022
 - 10.1 Supplementary Documentation
 - 10.2 Entered to Register MCM prepared by Lincoln Environmental Consulting Corp. dated November 2022
11. Environmental Impact Study prepared by Dillon Consulting Limited dated October 2024

Development of the Plan of Subdivision will include the following:

- 46 single detached dwelling lots in Phase 1, primarily backing onto the adjacent stormwater management pond, open space and natural heritage lands at the south end of the property. There is another cluster of single detached dwellings, located at the eastern entry to the Subdivision at Union Road;
- 13 semi-detached dwelling lots (26 units) fronting on new internal roads;
- 3 blocks for the development of future medium density rowhouse units backing onto the adjacent stormwater management Block and located on new internal roads;
- The lands identified as open space, containing woodlands and hazard lands will be conveyed to the Township and zoned for Open Space;
- The Open Space area includes a minimum 20m setback to the rear lot lines of the proposed lots backing onto the significant woodland;
- A storm water management pond will be constructed at the southeast end of the property. The final design of the facility and additional approvals under the Drainage Act will be required under the provisions of the development agreement.

Comment/Analysis:

Planning Policy Review

When considering applications under the provisions of the Planning Act, Planning authorities shall ensure that decisions are consistent with the direction and policies within the Provincial Planning Statement (PPS 2024), do not conflict with Provincial Plans and are based on sound planning principles. Decisions shall also conform to the policies County of Elgin Official Plan (CEOP) and Township of Southwold Official Plan (OP).

Staff has reviewed the proposed draft plan of subdivision and zoning by-law amendment and is in a position to provide the following comments.

The Planning Justification Report prepared by Dillon Consulting dated December 2024 was submitted in support of the proposed draft plan and zoning amendment application. Staff are generally in support of the conclusions and justification provided in the PJR and supporting studies for the proposed draft plan of subdivision. As will be discussed further in the report, staff are generally supportive of the proposed zoning amendment, however, are not satisfied with the application of the Phase 2 zoning. As such, staff are withholding a recommendation related to that application. An internal review of the relevant planning policy documents including the PPS 2024, CEOP and OP has been attached to this report as Appendix 3 Planning Policy Review.

Consideration of the draft plan of subdivision is consistent with the direction of the PPS and conform to the land use and servicing policies of the CEOP and OP provided the conditions attached as Appendix 2 to this report are applied to the draft approval and are fulfilled to the satisfaction of the Township prior to the issuance of final approval by the County.

Zoning By-law 2011-14, as amended

The subject lands are currently zoned Settlement Reserve (SR) and Agricultural Lands (A1) as shown on Schedule A Maps 5 and 13 of Zoning By-law 2011-14, as amended. The SR zoning is applied to lands which have been designated for future development, and which are intended to ultimately be rezoned once a plan of subdivision or other development plans have been approved while the A1 zoning is meant to apply to lands intended for agricultural development in the agricultural areas of the Township. The A1 zoning is inconsistent with the Residential Designation that applies to the lands as the zoning was not updated after the Shedden Settlement Boundary was expanded with adoption of the current Southwold Official Plan.

The applicant is proposing that the subject lands be rezoned and placed in two site-specific Residential zones, R2-XX and R3-XX, for Phase 1 and an additional site-specific Residential zone, R3-XY, for Phase 2. Although Staff is generally supportive of the proposed amended provisions and the zoning distribution of Phase 1, Staff have not yet reached a point of comfort with respect to the proposed zoning for Phase 2. As such, a recommendation is not being put forward at this time with respect to the requested Zoning Amendment. Instead, this section will present what is presently proposed and briefly discuss Staff's concerns.

The applicant has requested the proposed zoning provisions in order to achieve the proposed density of units as well as permitting for some flexibility with respect to the

development of Phase 2 to respond to market conditions at the time of development. The proposed provisions have been selected in order to try to achieve a more efficient use of land and achieve the intended density. The development will offer a range of housing types including single-detached, semi-detached and rowhouse dwellings. The following tables provide a comparison of the zone requirements under Zoning By-law 2011-14, as amended and the proposed requirements:

Phase 1

Residential 2 (R2) Zone		Required	Proposed
Min. Lot Area		300m ²	300m ²
Min. Lot Frontage	Single-detached	10.0m	10.0m
	Semi-detached	9.0m	9.0m
Min. Front Yard		6.0m	6.0m
Min. Interior SY		1.2m	1.2m
Min. Ext. SY		6.0m	3.5m
Min. Rear Yard		9.0m	8.0m
Max. Lot Coverage		40%	50%
Max. Height		12.0m	12.0m
Min. Parking		2	2

Residential 3 (R3) Zone	Required	Proposed
Min. Lot Area	250m ² /dwelling unit	200m²/dwelling unit
Min. Lot Frontage	6.0m	6.0m
Min. Front Yard	6.0m	6.0m
Min. Interior SY	3.0m	1.2m
Min. Ext. SY	6.0m	3.5m
Min. Rear Yard	10.0m	6.0m
Max. Lot Coverage	35%	50%
Max. Height	14.0m	14.0m
Min. Parking	1.5	1.5

Min. Outdoor Amenity Area	45m ² /dwelling unit	>45m ² /dwelling unit
----------------------------------	---------------------------------	----------------------------------

Phase 2

In addition to the following table presenting the site specific provisions for Phase 2, the Applicant has requested that the following uses be added as permitted uses within the Residential 3 zone:

- Single-detached dwelling
- Semi-detached dwelling

Residential 3 (R3) Zone		Required	Proposed
Min. Lot Area		250m ² /dwelling unit	250m ² /dwelling unit
Min. Lot Frontage	Single-detached	10.0m	10.0m
	Semi-detached	9.0m	9.0m
	Rowhouse	6.0m	6.0m
Min. Front Yard		6.0m	6.0m
Min. Interior SY	Single-detached	1.2m	1.2m
	Semi-detached	1.2	1.2
	Rowhouse	3.0	3.0
Min. Ext. SY		6.0m	3.5m
Min. Rear Yard		10.0m	6.0m
Max. Lot Coverage		40%	50%
Max. Height		12.0m	12.0m
Min. Parking		2	2
Min. Outdoor Amenity Area		45m ² /dwelling unit	>45m ² /dwelling unit

The proposed zone provisions represent a transition to a more urban form of development with greater lot coverage and reduced rear and side yards, where appropriate and in the case of rowhouse development in Phase 1, slightly reduced minimum lot sizes. The requested provisions reflect setbacks, coverage and other permissions which have been frequently granted as variances in other urban developments within Southwold and surrounding area. The proposed zoning for Phase 2 generally continues to transition to a more urban form of development that will more

efficiently utilize the subject lands, however at this time, it’s unclear exactly what the intended development distribution is for Phase 2.

As a result, Staff is not yet in a position to put forward a recommendation related to the above requests primarily due to discomfort with a lack of information or understanding of the future development of Phase 2 of the proposed Subdivision. Although the general design is acceptable and there is a recognition and understanding for desired flexibility in the permissions applied to a future phase of development, staff want a greater understanding of the distribution of housing typologies across the lands and have that reflected in the zoning distribution. It’s understood that at the time of writing this report, the Applicant is working on providing an updated zoning proposal which will see a distribution similar to that of Phase 1 where in a mix of site-specific Residential 2 and Residential 3 zones will be proposed. The site-specific zoning will closely align with those of Phase 1 with added flexibility to appropriately respond to future development conditions, particularly with respect to the proposed site-specific Residential 3 zone.

Circulation:

Notice of a public meeting for ZBA 2025-01 was circulated by the Township of Southwold in accordance with the regulations of the Planning Act. The Notice was provided to applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on January 6, 2025 prior to the public meeting (minimum 20 days required). Signage containing details of the purpose of the application and public meeting was posted on the subject property.

As Council may be aware, changes to the Planning Act no longer require approval authorities to conduct a public meeting for consideration of the approval of a plan of subdivision. The County of Elgin has confirmed a complete Plan of Subdivision application was received on December 17, 2024. The application, draft plan and supporting materials have circulated to the prescribed public bodies for comment on the application. The purpose of the public meeting is to provide information, to receive comments on the proposed zoning by-law amendment and to recommend an endorsement of the proposed draft plan of subdivision and associated conditions.

Prior to the public meeting the following comments were received from agencies. Copies of written correspondence have been attached as Appendix 5 Written Comments for reference.

Public & Agency	Comments	Response/Action
County of Elgin	Trail connections/pathways should be provided to the Open Space blocks	Direct access is provided to Block 64

	Will there be sidewalks?	Sidewalks will be provided through the subdivision, locations to be determined through detailed design
	Verify intent of Block 66	Block 66 is intended to provide a pedestrian linkage to Horton St
	Any daylight/visibility triangles are to be shown on the draft plan	Daylight/visibility triangles included as condition of approval
	Is Street D intended to be a Cul-de-sac	Street D is a Cul-de-sac providing access to future residential development.

Staff comments have been incorporated into the recommended conditions of the draft approval for the plan of subdivision provided in Appendix 2.

Financial Implications:

Township application fees were collected in accordance with the Township’s Tariff of Fees By-law, as amended from time to time.

Additional fees will be due at the time of the execution of the development agreement and at the time of building permit application, including but not limited to parkland fees, driveway entrance, 911 sign and development charges.

Approval of the applications will have no significant financial impact on the Township.

Strategic Plan Goals:

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

- Managed Growth
- Welcoming and Supportive Neighbourhoods
- Economic Opportunity
- Fiscal Responsibility and Accountability

Conclusion:

Subject to receiving additional comments from the public and Council, staff is in a position to state that the proposed plan of subdivision, subject to the recommendations contained in Appendix 2:

- i) Is consistent with the direction of the Provincial Planning Statement 2024, including but not limited to Section 1.3 Settlement Areas, Section 2.1 Natural Hazards and Section 3.1 Natural Hazards; and Natural Hazards;
- ii) Conforms to the relevant policies of Township of Southwold Official Plan, including but not limited to Section 4.1 Natural Heritage, 4.2 Natural Hazards, 5.2 Settlement Area Land Use, and 6.2 Sanitary, Water and Stormwater Management; and
- iii) Satisfies the criteria of Section 7.19 of the OP for consideration of a Plan of Subdivision.

As noted, once more information is provided by the Applicant, ZBA 2025-01 will be brought to Council in order to make a decision on the requested Amendment.

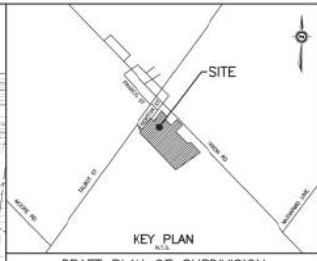
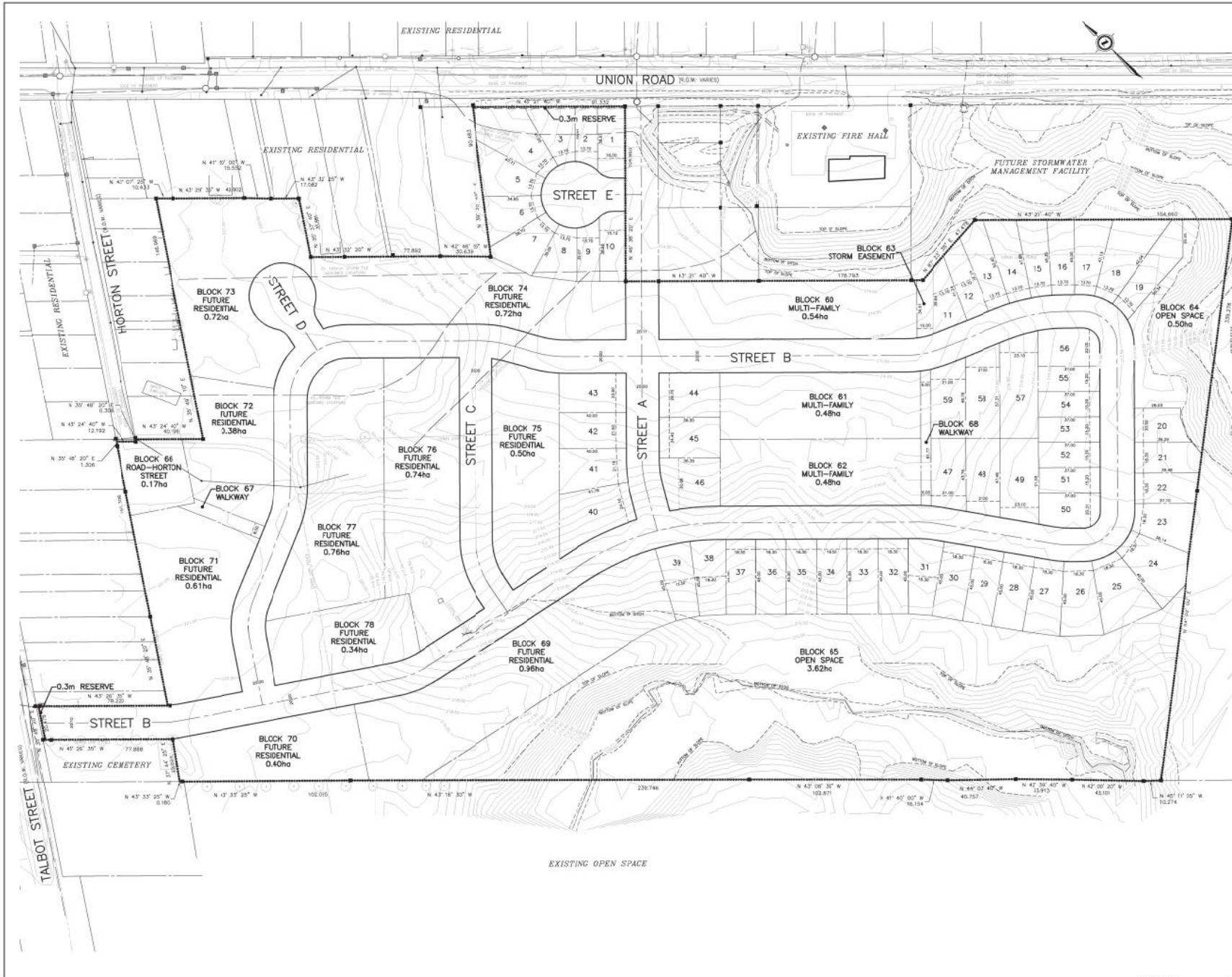
Upon Council making a recommendation regarding Plan of Subdivision 34T-SO2402 the draft conditions listed in Appendix 2 will be forwarded to Elgin County for consideration in the final approval for the proposed Plan of Subdivision. As the approval authority, Elgin County will issue the appropriate Notice of Decision, including draft conditions of approval, if applicable.

Respectfully submitted by:
Mike Szilagyi
Planner
"Submitted Electronically"

Approved by:
Lisa Higgs
CAO/Clerk
"Approved Electronically"

List of Appendices

1. Appendix 1: Draft Plan of Subdivision 34T-SO2402
2. Appendix 2: Recommended Conditions of Draft Approval for Plan of Subdivision
3. Appendix 3: Planning Policy Review
4. Appendix 4: Written Comments



KEY PLAN
DRAFT PLAN OF SUBDIVISION

PART OF LOT 15
 CONCESSION SOUTH EAST OF THE
 NORTH BRANCH OF TALBOT ROAD
 (GEOGRAPHIC TOWNSHIP OF SOUTHWOLD)
 IN THE TOWNSHIP OF SOUTHWOLD
 COUNTY OF ELDON

OWNER'S CERTIFICATE:
 I HEREBY SUBMIT THIS DRAFT PLAN OF SUBDIVISION.

DAVE SPORNBERG
 PRESIDENT
 SHIP HOMES

I HAVE THE AUTHORITY TO BIND THE CORPORATION.

SURVEYOR'S CERTIFICATE:
 I CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

KIM S. HUSTED
 KIM HUSTED SURVEYING LTD.
 ONTARIO LAND SURVEYOR

LAND USE SCHEDULE

SINGLE FAMILY RESIDENTIAL - LOTS 1-39, 50-54	3.56 ha
SEMI-DETACHED RESIDENTIAL - LOTS 40-65, 67-69	1.34 ha
MULTI-FAMILY RESIDENTIAL - BLOCKS 60-62	1.55 ha
ROADS - STREETS 'A', 'B', 'C', 'D' & 'E'	3.83 ha
STORM EASEMENT - BLOCK 63	0.04 ha
OPEN SPACE - BLOCKS 64, 65	4.12 ha
ROAD - HORTON STREET - BLOCK 66	0.17 ha
WALKWAY EASEMENT - BLOCK 67, 68	0.28 ha
FUTURE RESIDENTIAL - BLOCKS 69-79	6.13 ha
TOTAL AREA	20.78 ha

REQUIREMENTS OF SECTION 51(17) OF THE PLANNING ACT

(a) AS SHOWN ON PLAN	(g) AS SHOWN ON PLAN
(b) AS SHOWN ON PLAN	(h) MUNICIPAL WATER
(c) AS SHOWN ON KEY PLAN	(i) CLAYEY SILT, TILL
(d) SINGLE, MULTI-FAMILY, DUPLEX	(j) AS SHOWN ON PLAN
(e) AS SHOWN ON PLAN	(k) MUNICIPAL SERVICES
(f) AS SHOWN ON PLAN	(l) AS SHOWN ON PLAN

SHEDDEN MEADOWS

1873828 ONTARIO LIMITED



NO.	REVISION	DATE	BY

DRAWN: DJ CHECKED: JLP SCALE: 1 : 1000 SHEET: 19 OF 3004
 PROJECT NO: 21-3040
 DATE: November 4, 2024

Appendix 2 – Recommended Conditions of Draft Approval

That Council of the Township of Southwold recommend APPROVAL to the County of Elgin Approval Authority for the proposed Draft Plan of Subdivision 34T-SO2402 with the following Township conditions;

1. That this approval applies to the **draft plan of subdivision** prepared by **Kim S. Husted O.L.S., dated October 31, 2024**, that shows 46 lots for single detached residential units; 13 for semi-detached dwellings, three blocks for rowhouse residential development, ten blocks for future residential development, two open space blocks, one block for a storm water management easement and three blocks for pedestrian walkways for lands legally described as Part of Lot 15 Concession South East of The North Branch of Talbot Road, Geographic Township of Southwold, in the Township of Southwold, County of Elgin.
2. That the Owner be required to enter into a **development agreement** with the municipality wherein the owner agrees to satisfy all the requirements financial and otherwise, including but not limited to: the payment of fees and development charges, provision of roads, installation and capacity of services, sanitary sewerage collection system, storm water collection system, water distribution system, utilities, stormwater management facilities, sidewalks, active transportation facilities, traffic signage, streetlighting system, pavement markings, temporary lot drainage, temporary drainage systems at limits of subdivision phases, fencing, buffering, retaining walls, and trees for the development of the lands within the plan, all in accordance with approved drawings and specifications.
3. That the development agreement between the Owner and the Municipality contain provisions requiring **financial contributions** be made and/or secured to the Municipality including all required letters of credit, cash securities and insurances **(for a period of time up to and including two years after final completion of all required municipal infrastructure and services). Development Charges, Securities (100% of estimated work on public lands), Water Connection Fees, Deposit for legal fees, costs incurred by the Township, and all other associated fees to be paid upon submission of signed agreement.**
4. That Securities be provided in a **Letter of Credit or a Surety Bond** to the satisfaction of the Township.
5. That the development agreement between the Owner and the Municipality be registered against the title of the lands to which it applies prior to the **registration** of the plan of subdivision.
6. That the development agreement contains provisions to the satisfaction of the Municipality regarding the **phasing** or timing of the development. That the Owner shall submit plans showing any revised phasing to the Municipality for review and approval if this subdivision is to be developed in more than one registration.

7. That prior to final approval by Elgin County, the County is to be advised by the Municipality that this proposed subdivision **conforms to the zoning by-law** in effect. The Owner shall provide to the Municipality a table of lot areas and lot frontages certified by an Ontario Land Surveyor confirming compliance with the Zoning By-law.
8. That the Owner shall provide **easements** as may be required for **services**, utility or drainage purposes, **including any private storm drainage from neighbouring residential properties and shared rear yard swales**, and where required by the Municipality, daylight corners and/or 0.3 metre reserves shall be shown on the final plan and conveyed in a form satisfactory to the Municipality and the relevant agency.
9. That the Owner provide to the municipality all **servicing plans and reports** for the review and final approval by the Municipality in accordance with the **Development Standards Manual/to the satisfaction of the Municipality**.
10. That the Owner design any stormwater management facility to accommodate the entire Tributary Area, including the development west of the subject lands and the Horton Drain Catchment Area. The stormwater management facility is to include an outlet structure approved by the Township, maintenance road with turnaround area, and nutrient absorption considerations/capabilities. The stormwater management design submission shall include an Operations and Maintenance manual in accordance with the Township's Consolidated Linear Infrastructure-Environmental Compliance Approvals.
11. That the development agreement, between the Owner and the Municipality, contain provisions, to the satisfaction of the Municipality and the Lower Thames Valley Conservation Authority, that stipulates, that prior to obtaining final approval, for any phase of the development, that the Owner, will **finalize an engineering analysis, to identify stormwater quality and quantity measures**, as necessary to control any increase in flows in downstream watercourses, in accordance with any relevant municipal/provincial, standards or guidelines, in consultation with the applicable authority.
12. That the development agreement, between the Owner and the Municipality, contain provisions, to the satisfaction of the Municipality, that stipulates, that prior to obtaining final approval, for any phase of the development, that the Owner, will finalize and submit a full set of **Engineering Drawings required as part of the Township Design Guidelines Manual, Section 3.2.3 – Engineering Drawings**, including but not limited to the following:
 - **Approved Draft Plan**
 - **Grading Plans**
 - **Site Servicing Plans**
 - **Erosion and Sediment Control Plans**

- **Phasing Plans**
 - **Sanitary and Storm Area Plans – showing pre and post tributary areas, outlets storm water management, calculations etc**
 - **Details and Notes Plans as Required**
 - **Plan and Profiles**
 - **Photometric Plans**
 - **Any other plans deemed necessary by the Township**
13. That the development agreement between the Owner and the Municipality contain provisions, that requires, that the Owner will establish a **legal stormwater outlet under the provisions of the Drainage Act** in consideration of the necessary road upgrades and stormwater management, to service the subject lands, and shall request any required apportionments under the same, to the satisfaction of the Municipality.
 14. That the development agreement between the Owner and the Municipality contain provisions, that requires, that the Owner, **installs the stormwater management measures**, for any phase of the development, identified in the final engineering analysis completed, as part of the development for the site and undertake to implement the recommendations contained therein, to the satisfaction of the Municipality and the Lower Thames Valley Conservation Authority.
 15. That the Owner extend the outlet of the **Horton Drain** to the proposed stormwater management facility, including the removal and restoration of the existing temporary pond, and swales.
 16. That prior to undertaking construction or site alteration activities, any necessary **permits** or approvals, be received, from the Lower Thames Valley Conservation Authority.
 17. That the Owner complete an application for **Sewage Allocation** in accordance with By-law 2024-28.
 18. That prior to final approval, the Municipality shall confirm that **reserve sewage treatment conveyance capacity and water supply capacity** is available for all lots in the proposed development.
 19. That the Owner complete a **sidewalk connection** on Union Road from the sidewalk extension terminus on the west side of Union Road to Phase 1 of the development.
 20. That the Owner complete a **multi-use path** connection to the existing park, and connect to the future development directly east, using the proposed road allowance connecting to Union Road.
 21. That the Owner construct a **Pedestrian Crossover** (PXO) in accordance with the Ontario Traffic Manual, at a location to be determined by the Township, supporting

movement of pedestrians from the development to Corsley Park. Construction of the PXO is to be completed prior to assumption of Phase 1.

22. That the draft Plan of Subdivision include and show any and all required **daylight/visibility triangles**, to the satisfaction of the Township.
23. That the development agreement between the Owner and the Municipality include the **transfer of designated Right-of-Ways** to the Township upon assumption.
24. That the development agreement between the Owner and the Municipality include the necessary easements and requirements, as needed, with any applicable **utilities and/or Canada Post**.
25. That the Owner convey to the Township, **Blocks 64 and 65**, which are to be zoned Open Space, for the protection of Natural Heritage, to the satisfaction of the Municipality.
26. That the Owner convey to the Township, **Block 66**, upon completion of the proposed roadway turnaround.
27. That the Owner convey to the Township, **Blocks 67 and 68**, upon assumption of their respective phases.
28. That the Owner **provide water, storm and sanitary services to Parts 5, 6 and 7 of Reference Plan 11R-10769** for a fee agreed upon in the Agreement, or alternatively the Owner provide the Township Contractor access to the site prior to installation of base asphalt to install such services.
29. That the Owner confirm that **wildlife capture** at the artificial ponds will occur prior to grading work, as recommended in the Environmental Impact Assessment prepared by Dillon Consulting Limited, dated October 2024.
30. That the recommendations presented in the submitted Geotechnical Investigation & Slope Stability Assessment prepared by EXP, dated September 2022, be implemented, as required, to the satisfaction of the Municipality.
31. That the recommendations presented in the submitted Environmental Impact Study prepared by Dillon Consulting Limited, dated October 2024, be implemented, as required, to the satisfaction of the Municipality.
32. That the development agreement between the Owner and the Municipality shall contain the following clause for Lots 1-4, as recommended in the Transportation Noise Assessment prepared by Dillon Consulting Limited dated October 2024:
 - "Purchasers/tenants are advised that sound levels due to increasing road traffic may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment."; and
 - "This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of central air

conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."

33. That the development agreement between the Owner and the Municipality shall contain the following clause, as recommended in the Geotechnical Investigation & Slope Stability Assessment prepared by EXP, dated September 2022:
 - "Purchasers are advised that Owners must obtain permissions from the Lower Thames Valley Conservation Authority before beginning any development, site alteration, construction or placement of fill within the regulated area."
34. That the development agreement between the Owner and the Municipality shall contain a provision requiring the **installation of perimeter fencing**. The location, type, height of the fencing shall be shown on the appropriate drawing, to the satisfaction of the Municipality. No rear yard gates may be permitted of residential lots providing access into any surrounding open space lands, the storm water block, Union Road or the neighbouring lands to the south.
35. That the subdivision agreement between the Owner and the Municipality contain a provision requiring the owner to notify in writing each person who first offers to purchase any subdivided lot within the plan of subdivision of all approved **development charges**, including development charges for school purposes, relating to any such lot pursuant to Section 59(4) of the Development Charges Act, 1997, and the Education Act.
36. That prior to final approval by Elgin County, the Owner shall submit for review and approval by the Municipality, a draft of the **final M plan**.

Appendix 3 Planning Policy Review

Table 1.0 PPS 2024

Section	Title	Relevance
Section 2.1	Planning for People and Homes	Lands will be developed with a range of housing types and densities, which can be appropriately serviced
Section 2.2	Housing	Lands will be developed with a range of housing types and densities that more efficiently utilize the subject property and existing and future public facilities and infrastructure
Section 2.3	Settlement Areas and Settlement Area Boundary Expansions	Lands are located within the Settlement Area boundary of Shedden. Proposed housing distribution will help to efficiently use undeveloped land and available infrastructure, including municipal water, and future municipal sanitary and stormwater
Section 2.4	Strategic Growth Areas	•
Section 3.2	Transportation Systems	The development will not negatively impact the surrounding transportation network and includes new pedestrian and multi-use connections throughout the development and connecting to nearby amenities such as Corsley Park
Section 3.6	Sewage, Water and Stormwater	The development will efficiently use existing and planned infrastructure and

Appendix 3 Planning Policy Review

		includes the development of a stormwater management pond that will accommodate both existing and planned development in the local area
Section 3.9	Public Spaces, Recreation, Parks, Trails and Open Space	The development includes the protection of Open Space to be used as outdoor amenity, will result in the development of a new multi-use path and conditions have been included to provide safe connection to Corsley Park
Section 4.1	Natural Heritage	<p>EIS and Tree Preservation Report completed and recommendations are implemented in draft plan and within development agreement provisions;</p> <ul style="list-style-type: none"> • Locally significant woodlands and Open Space blocks to be conveyed to Township. • A minimum 20m development setback from the existing dripline of the significant woodland • The installation of rear yard perimeter fencing will be installed limiting access to natural heritage areas1.2 chain link fence along the rear lot lines adjacent to the natural heritage area

Appendix 3 Planning Policy Review

Section 5.2	Natural Hazards	EIS and Geotechnical Investigation and Slope Stability Assessment completed. Majority of development directed outside area identified as Natural Hazard. Permits from LTVCA will be required prior to development.
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Table 2.0 ECOP

Section	Title	Relevance
Section C1.1.1	Settlement Areas - Residential	Development will offer a mix of housing types, generally in keeping with the character of the surrounding residential area, serviced by the required level of municipal servicing
Section D1.2	Natural Heritage and Natural Hazards	EIS Geotechnical Investigation and Slope Stability Assessment completed and recommendations are implemented in draft plan and within development agreement provisions; Permit required from LTVCA
Section E1.2	Subdivision of Land	Appropriate application and supporting materials

Appendix 3 Planning Policy Review

		submitted for complete review
Section E2.1	Archaeological Resources	Archaeological Assessment completed and entered to the Provincial Registry
Section E4	Sanitary Sewers and Water	Development to be serviced by municipal water; sanitary services from future Shedden treatment facility
Section E5	Transportation	TIS completed; Development abuts County Road. Expected traffic to remain within acceptable levels of traffic

Table 3.0 SOP

Section	Title	Relevance
Section 3.4	Housing	Development is an appropriate scale to surrounding area and will offer a range of housing types and densities
Section 4.1	Natural Heritage	EIS completed and recommendations are implemented in draft plan and within development agreement provisions
Section 4.2	Natural Hazard Lands	EIS, Tree Preservation Plan, and Geotechnical Investigation and Slope Stability Assessment completed and Recommendations implemented in draft plan within development agreement provisions

Appendix 3 Planning Policy Review

Section 4.6	Cultural Heritage and Archaeological Resources	Archaeological Assessment completed and entered to the Provincial Registry
Section 5.1	Agricultural Area	Notice to be placed on title acknowledging abutting agricultural uses and extent of normal farm practices;
Section 5.2	Settlement Area Land Use	Development will allow for a range of housing types; mixture of density will be achieved to allow for efficient use of land and services;
Section 5.5	Parks, Open Space and Recreation	Planned open space contributes to the health and protection of the natural environment;
Section 6.1	Transportation Network	No negative impacts to surrounding road network expected based on findings of the submitted TIS. New local roads to be developed as part of the subdivision, including new pedestrian and active transportation facilities; Internal roads to be constructed by developer and conveyed to Township
Section 6.2	Sanitary, Water and Stormwater Management	Full municipal services to be available; Will be serviced by future Township Wastewater Treatment Centre
Section 6.3	Municipal Drains	Additional approvals under Drainage Act under provisions of Development Agreement

Appendix 3 Planning Policy Review

Section 7.19	Plan of Subdivision	Development conforms to criteria to consider a Plan of Subdivision
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FROM: Diana Morris, Senior Planner

DATE: January 21, 2025

SUBJECT: Request for Comments- Township of Southwold
Draft Plan of Subdivision and Zoning By-law Amendment
35743 Horton Street
File Nos 34T-S02402 and ZBA 2025-01

Thank you for circulating the submission for a Draft Plan of Subdivision and Zoning By-law Amendment for lands located at 35743 Horton Street. Elgin County staff offer the following comments:

BACKGROUND:

The subject property is municipally known as 35743 Horton Street, located to the south of Horton Street and west of Union Road in the Town of Shedden. Subject site contains an approximate frontage of 91m on Union Road and approximately 21m of frontage on Talbot Line. Total site area is 20.7ha (51.15 ac) and is currently used for agricultural purposes.

The applicant is proposing a development consisting of two (2) phases. Phase 1 will consist of a total of 47 lots for single detached dwellings, 13 lots for semi-detached dwellings (26 units) and 3 blocks intended for multi-family dwellings for a total of 110 units.

Phase 2 will further permit 10 Blocks for future residential development consisting of single-detached dwellings, semi-detached dwellings and multi-family dwellings. The proposed Plan of Subdivision further includes a block for stormwater management purposes and a block for Open Space.

County of Elgin Official Plan (CEOP, 2015)

The subject lands are designated *Tier 2 Settlement Area*. These settlement areas are on partial services or individual on-site water/municipal sewage services). Limited development is permitted given the absence of full municipal services.

Development on partial services is permitted to allow for infilling and rounding out of existing development provided that: a) the proposed development is within the reserve

sewage system capacity and reserve water system capacity; and b) site conditions are suitable for long-term provision of such services.

Elgin County Official Plan, 2024 (NOTE: adopted by Council but not yet approved by the Province)

The subject lands are designated *Tier II Settlement Area* which have limited municipal services, amenity levels, and employment opportunities. Limited development is permitted in these settlement areas given the absence of full municipal services and the lower levels of amenity and employment.

Applicant has submitted a Stormwater Management Report that stated that the proposed development will take advantage of the new sanitary treatment facility and will not require the extension of municipally owned or operated infrastructure. A stormwater management facility is also proposed within Phase 1 of the subdivision which, as stated in the report prepared by Dillon Consulting Limited, will control the quality and quantity of all onsite stormwater to ensure no negative impacts on the drainage of adjacent lands.

County staff offer the following comments in regards to the proposed Draft Plan of Subdivision:

- Trail connections/pathways should be provided to the Open Space blocks
- Will there be sidewalks?
- Verify intent of Block 66
- Any daylight/visibility triangles are to be shown on the draft plan
- Is Street D intended to be a cul-de-sac?

Therefore, County staff have no objections to the proposed Draft Plan of Subdivision (DPS) application from an Official Plan perspective. The DPS will proceed to final approval (after endorsement of the DPS and associated approval of the ZBLA by the Township of Southwold) by County of Elgin Council subject to associated conditions to be implemented as part of Subdivision approval.

Respectfully submitted,

Diana Morris
Senior Planner, RPP, MCIP

www.elgincounty.ca
450 Sunset Drive, St. Thomas, ON N5R 5V1





TOWNSHIP OF SOUTHWOLD

MEETING DATE: January 27, 2025

PREPARED BY: Aaron Van Oorspronk, Director of Infrastructure and Development

REPORT NO: IDS 2025-05

SUBJECT MATTER: Ontario Trillium Foundation – Capital Grant

Recommendation(s):

THAT Council authorize staff to submit an Application for Funding under the Ontario Trillium Foundation, Capital Grant towards the renewal and improvement of Fingal Ball Park.

Purpose:

The report serves to obtain Council authorization to proceed with an application for funding with the Ontario Trillium Foundation, for the construction recreational trail in Fingal Ball Park

Background:

On January 22, 2025, staff received an email informing the Township of the next intake for Capital Grant applications through the Trillium Fund. Open to applications until March 5th, the fund supports community-based organizations to build places to provide opportunities for activity, recreation and connection and play an important role in creating healthy and vibrant communities where everyone feels a sense of belonging.

Eligible applicants can apply for a grant to improve community spaces and buildings that meet one or more of the following criteria:

- Foster physically active lifestyles
- Help people build stronger connections and a deeper sense of belonging in their community
- Enrich lives through arts, culture and heritage
- Support youth to develop stronger social, emotional and leadership skills
- Support participation in the conservation and restoration of the environment

Municipalities with a population under 20,000 people, are eligible to apply for funding in OTF’s Active People Action Area fostering more active lifestyles, or in OTF’s Inspired People Action Area supporting arts, culture and heritage projects.

As part of report ENG 2024-03 Council directed Staff to apply to the same grant fund for the construction of a stormwater management facility and trail loop in the Fingal Ball Park. This application was ultimately unsuccessful.

Comment:

Below is a quick snapshot of details about the Trillium Capital Grant:

- Call for applications deadline: March 5, 2024
- Amount range: Minimum of \$10,000 Maximum of \$200,000
- Funding for: Capital Projects that meet one or more of the criteria.
- Eligible costs include: construction costs, equipment costs, up to 20% of project budget for development costs (engineering, legal, admin etc.)

As the Township has already submitted a funding request to the Community Sport and Infrastructure Fund for the Corsley Park Trail Loop, staff have explored other projects that meet the criteria for the Ontario Trillium Capital Fund. In staff’s assessment, the construction of a looped trail in Fingal Ball Park is a highly suitable project. This initiative currently lacks both funding and a grant application, but aligns closely with the objectives of previous submissions and has the advantage of prior Council endorsement.

The addition of a looped asphalt trail would create an inclusive recreational space that caters to all age groups and demographics. Accessible trails are among the most popular and frequently utilized community facilities, offering opportunities for residents to stay active and connect with nature.

Staff have additional projects for Council’s consideration if the recommended project is not preferred:

Project/Location	For	Against
Talbotville Heritage Park Trail Connection – Connect the sidewalk on Optimist Drive to the future trail constructed by the developer as part of the Talbotville Meadows Subdivision	<ul style="list-style-type: none"> - Completes the connection between sidewalks and the park. - Provides a 	<ul style="list-style-type: none"> - Until the developer completes their work, the trail would lead to nowhere.

	<p>natural terminus for the future trail.</p> <ul style="list-style-type: none"> - Construction will eventually be required. 	<ul style="list-style-type: none"> - Timelines for the developer’s construction are uncertain.
<p>Pave Existing Chips and Dust Trail at Talbotville Optimist Sports Park</p>	<ul style="list-style-type: none"> - Creates an accessible surface for individuals with mobility challenges. 	<ul style="list-style-type: none"> - Has less impact compared to constructing a new trail.
<p>Corsley Park Trails</p>	<ul style="list-style-type: none"> - Enhances the park’s trail network. 	<ul style="list-style-type: none"> - Currently under consideration in another grant application.

Staff have limited the project recommendations to those that have been previously considered, with a Parks and Trails Master Plan underway, it would be beneficial to see the outcomes of the plan before creating a new project and selecting a position for that project without guidance.

Financial Implications:

Staff will coordinate the estimation of project costs for both design and construction, but given the scope, high level cost estimate expects the project to be approximately \$300,000.

Strategic Plan Goals:

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

- Managed Growth
- Welcoming and Supportive Neighbourhoods
- Economic Opportunity
- Fiscal Responsibility and Accountability

Respectfully Submitted by:

**Infrastructure and Development
Services Team**

“Submitted electronically”

Approved by:

Lisa Higgs, CAO/Clerk

“Approved electronically”



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: January 27, 2025

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

REPORT NO: IDS 2025-06

SUBJECT MATTER: Union Road Sanitary Servicing Award

Recommendation(s):

THAT Report IDS 2025-06 relating to Union Road Sanitary Servicing Award, be received for information; and,

THAT Council award tender ENV 2024-001 to PV-EX Construction Ltd in the amount \$2,878,000 plus HST; and,

THAT a Contingency Allowance of \$400,000 be approved; and

THAT award Contract Administration and Inspection Services to Dillon Consulting in the amount of \$321,693.80 plus HST

Purpose:

This report seeks approval for the award of contracting services to PV-EX Construction Ltd. and Contract Administration and Inspection Services to Dillon Consulting for the construction of the proposed sewers in south Shedden.

Background:

Progress continues on the sanitary servicing for the Villages of Shedden and Fingal. The first major project, which involves installing over a kilometer of sanitary trunk sewer, is now before Council for tender award. This sewer will connect the proposed wastewater treatment facility to the area north of the Talbot Line and Union Road intersection, enabling sanitary service for developments in Shedden.

The tender includes the installation of capped sanitary drain connection stubs to each existing property, terminating at the public property boundary for future connections.

Construction will require the closure of Union Road, though access to the firehall and local residences will remain open. Traffic on Talbot Line will be limited to one lane, with temporary traffic lights for control. The project is tentatively scheduled to begin in March 2025, with an estimated five-month construction timeline and a contractual substantial completion date of October 24, 2025. Liquidated damages of \$5,000 per day will apply for delays beyond this date.

Dillon Consulting has provided a quotation to complete inspection and contract administration services, including modern as-built information recording. Township staff and contractors will collaborate with residents and community groups to ensure uninterrupted access to facilities. Alternate routes, including existing paths, may be used to accommodate activities such as park access.

Comment/Analysis:

Tender ENV 2024-001 was posted on the Township's electronic bid portal on December 11, 2024, and closed on January 8, 2025. Ten bids were received, summarized below.

	Bidder	Total Contract Price (excluding HST)
1	PV-EX Construction Ltd.	\$ 2,878,000.00
2	Omega Contractors Inc.	\$ 2,936,265.78
3	JAAR	\$ 3,153,356.21
4	Cassidy Construction	\$ 3,190,203.56
5	Van bree Infrastructure	\$ 3,318,778.77
6	Birnam Excavating Ltd	\$ 3,397,907.00
7	L82 Construction Ltd	\$ 3,593,936.29
8	ghn Group	\$ 3,609,651.66
9	Schouten Excavating Inc	\$ 4,474,405.61
10	Nabolsy Contracting Ltd	\$ 5,421,534.58

All bids were compliant, and PV-EX Construction Ltd., the lowest bidder, has an excellent reputation and ongoing work on the Talbotville Firehall project. Staff recommend awarding the tender to PV-EX Construction Ltd.

At staff's request the Township's consultant provided a quotation to complete the contract administration and inspection services for the project. These services include, completing payment certificates, shop drawing review, inspection of activities, photo collection, service reports, public liaison, regular project meetings to track progress and

provide onsite guidance to the contractor. At the end of the project the consultant will deliver a set of as-recorded drawings, which are critical for compliance with the CLI-ECA and provide invaluable information moving forward for locates, connections and investments in other infrastructure. The quotation also includes inspection by a geotechnical sub-consultant, they will review compaction quality mitigating settlement risk, conformity with O. Reg 406 Excess Soils, and ensure site materials meet specifications. The provided quotation is best reviewed in the context of an upset limit, where only actual time spent on site would be charged to the project. There is an opportunity realize savings using a Township sourced inspector. This would require the consultant to approve the arrangement.

Item	Fee
Contract Administration (2025)	\$ 62,291.80
Construction Observation (2025)	\$ 188,186.00
Shop Drawing Review	\$ 4,600.00
Contract Administration and Observation (2026)	\$ 21,124.00
Record Drawings	\$ 8,910.00
Geotechnical Support	\$ 36,582.00
Total	\$ 321,693.80

Financial Implications:

The project was tendered early, and received high interest, compared to previous years the pricing in construction is very competitive as shown in the summary below.

	Expenditures	Funding
Construction Contract	\$ 2,878,000	
Allowances and Contingency	\$ 400,000	
Contract Administration and Inspection	\$ 321,693.80	
Sub Total	\$ 3,599,693.80	
Net HST (1.76%)	\$ 63,354.61	
Total Commitment	\$ 3,663,048.41	
Pre-tender Budget ¹		\$ 4,917,745
Net Over/(Under) Budget		\$ (1,254,696.59)

¹ Estimate generated as part of connection fee analysis, includes engineering and construction.

Strategic Plan Goals:

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

- Managed Growth**
- Welcoming and Supportive Neighbourhoods**
- Economic Opportunity**
- Fiscal Responsibility and Accountability**

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

**Approved by:
Lisa Higgs, CAO/Clerk
"Approved electronically"**



TOWNSHIP OF SOUTHWOLD

Report to Council

MEETING DATE: January 27th, 2025

PREPARED BY: Lisa Higgs, CAO/Clerk

REPORT NO: CAO 2025-08

SUBJECT MATTER: Evelyn's Sausage Kitchen - Tax Increment Equivalent Grant (TIEG) Report

Recommendation:

THAT the report titled "Evelyn's Sausage Kitchen - Tax Increment Equivalent Grant (TIEG) Report" from the CAO/Clerk be received as information;

AND THAT the Elgincentives application submitted by DHC Harris Enterprises Inc. (Evelyn's Sausage Kitchen) for the Tax Increment Equivalent Grant be approved by Council;

AND THAT the grant be applied only to the commercial and industrial assessment portion of the project (and not any other tax classes);

AND THAT the grant be applied to 100% of the Municipal portion of the tax increase, decreasing by 10% for a period of 5 years;

AND THAT the Clerk be authorized to endorse a Financial Incentive Agreement prepared by Elgin County for the approved project as described in the application package for the applicant DHC Harris Enterprises Inc.

Purpose:

The purpose of this report is to inform Council of a recent Elgincentives Application received by Elgin County from DHC Harris Enterprises Inc. and to seek their approval of the request to grant the commercial/industrial portion of incremental assessment growth.

Background:

In 2015, all Local Municipal Partners approved their respective Community Improvement Plans (CIP). Each municipality's original and amended CIP contains the Tax Increment Equivalent Grant (TIEG), which was implemented for major projects.

The TIEG is intended to stimulate investment by effectively deferring part of the increase in property taxation due to the significant development, redevelopment, reconstruction, or rehabilitation of land or buildings.

The TIEG must be approved by both the applicant’s respective Municipal Council and Elgin County Council. Both levels of government endorsement are required as this grant allows for the increase in Municipal and/or County taxation to be deferred for five (5) years.

The TIEG will defer 100% of the Township’s portion of incremental taxes on the portion of assessment for new development commencing on the completion of construction for a period of five (5) years; following year one (1) for each year thereafter the value of the grant will decrease by 10% until the full value of new assessment is collected by the Township. (100% in year 1, 90% in year 2, 80% in year 3, 70% in year 4, 60% in year 5, and 0% in year 6).

Comment:

The application from DHC Harris Enterprises Inc. details a project that involves relocating the existing Evelyn’s Sausage Kitchen at the main intersection of Shedden approximately 1.3 kms east on Talbot Line. The new location will be home to a purpose-built 2400 square foot commercial space that will facilitate both the retail and processing needs of the long-standing Shedden business. The new processing space will ensure that the business will be able to satisfy OMAFRA that all O-Regs are able to be properly adhered to without the need for any special protocols or procedures.

As Council is aware, the project also includes the construction of a residential component, which is not eligible for a grant or tax relief. On their application for the TEIG, the applicant indicated that the estimate of the total project from land acquisition, to building the new structure, and completing the interior requirements is approximately \$2,000,000.00.

The Elgincentsives committee reviewed the application at their meeting on January 8, 2025. While the program does allow for a five year grant at 100% each year over the five year period, the Committee’s recommendation is based on the scoring matrix and commentary which noted that the application would have scored higher if it were located in a downtown core area, reducing a vacancy there instead of in an area outside of the main intersection. In light of the foregoing, the grant phase-in is instead recommended.

Financial Implications:

Anticipating potential financial implications is a very difficult task in that MPAC assessments are so property specific, there is really no reliable way to assess the financial impact of the grant.

Very cautiously, staff anticipates that the best approach would be to provide a series of ranges for Council consideration based on similar property assessment values.

Staff investigated MPAC assessment for a series of similar properties that could possibly be used to create a “best guess” costing.

These properties are “similar”, in that they are small scale commercial properties, many of them that have residential assessment on them as well (but not all). Staff found 9 properties and investigated their commercial assessment, as well as the size of the building that is assessed as commercial/retail. As you can see in the chart, the range is significant when you look at the assessment value/sq foot.

ROLL	Commerical Assesment	Total Commercial Size (sq ft)	Tax Code	LOCAL TAX	Assessment/Sq Foot
342400004418300	240600	6,603	CT	2219.42	36.44
342400000112100	265000	5035	CT	2444.50	52.63
342400000620700	539000	4700	CT	4972.02	114.68
342400004418400	123000	1224	CT	1134.62	100.49
342400000818200	59,400	4012	CT	547.94	14.81
342400000604800	318000	3212	CT	2933.40	99.00
342400004412600	58300	3399	CT	537.79	17.15
342400004419800	357000	1995	CT	3293.15	178.95
342400004419900	99000	1196	CT	913.23	82.78

Staff selected three properties that we think are the most equivalent in terms of construction style/potential construction cost and found their average assessment per square foot (highlighted in green).

When applied to the construction size for Evelyn’s, staff estimate that Southwold tax revenue (based on 2024 tax rates) for the commercial construction could potentially range from \$1714 - \$2800. However, if MPAC assesses at a higher rate (similar to one property considered a comparable), the Township portion for year one could be \$4427. This would then be reduced to 90% of the total grant in year two, 80% in year three and so on.

Strategic Plan Goals:

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

- Managed Growth.
- Welcoming and Supportive Neighbourhoods
- Economic Development
- Fiscal Responsibility and Accountability.

**Respectfully Submitted by:
Lisa Higgs CAO/Clerk
"Submitted electronically"**



FROM THE **COUNCIL CHAMBERS**

JANUARY 14, 2025
COUNCIL MEETING





1

County Councillor Committee Appointments

Every year, Elgin County's Warden is required to recommend the appointments of Elgin County Councillors to various Committees of Council and Local Boards.

During the January 14th Council Meeting, Elgin County Council approved the proposed appointments for 2025.

For the complete list of 2025 appointments, please refer to Appendix 1 of the Committee Appointment Report found in the Agenda.



2

East Road Pedestrian Crossing Update

In 2024, the County of Elgin implemented a pedestrian crossing on East Road, just north of Joseph Street in Port Stanley, to enhance pedestrian safety.

To tackle the ongoing concerns regarding the unique geometry and sightlines of the intersection, County Council has decided to reduce the speed limit on Joseph Street to 30 km/h, while also keeping the all-way stop in place.



* Please note this photo is not an actual representation of the crossing.

3

Farm Tax Rate Remains at 0.23%

Elgin County Council unanimously agreed with the Elgin Federation of Agriculture's (EFA) request to keep Elgin's Farm Class Tax Rate at 0.23% for the 2025 Budget year.

This decision demonstrates Council's continued commitment to Elgin's \$609M agricultural sector, and acknowledges the essential contributions of farmers in supporting our rural communities.



4

Council Seeks Input on Municipal Accountability Act

The Ministry of Municipal Affairs and Housing has proposed the *Municipal Accountability Act, 2024*, to help strengthen Ontario's Municipal Code of Conduct. Key updates to this Act include a standard code of conduct, improved investigation processes, and provisions for removing Council members for serious violations, aiming for consistent governance across Ontario Municipalities by Fall 2026.

County Council has asked staff to collect Councillor feedback for further discussion at the January 28th County Council Meeting.



The full January 14th Council Meeting Agenda can be found here:



Next Council Meeting:



JANUARY 28, 2025



10:00 AM

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January 9, 2025

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

Re: Motion regarding Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning

At their Regular Meeting of Council on January 8, 2025, the Council of the Town of Aylmer endorsed the following resolution:

WHEREAS the Government of Ontario has announced legislation requiring provincial approval for new cycling lanes;

AND WHEREAS this legislation would compel municipalities to demonstrate that proposed cycling lanes will not negatively impact vehicle traffic;

AND WHEREAS cycling infrastructure is crucial for environmental transportation, road safety, and public health, and provincial oversight in this matter represents an unwarranted intrusion into municipal authority;

AND WHEREAS the Town of Aylmer is evolving an active transportation plan to enhance walking and cycling infrastructure;

AND WHEREAS the Association of Municipalities of Ontario (AMO) has strongly criticized this proposed legislation as a "significant overreach" into municipal jurisdiction;

AND WHEREAS AMO has stated that none of its 444 member municipalities were consulted or shown evidence justifying the province's proposed veto power over new bike lanes;

THEREFORE, BE IT RESOLVED:

1. That the Town of Aylmer strongly opposes the proposed provincial legislation governing bicycle lanes and affirms its support for maintaining municipal jurisdiction over cycling infrastructure decisions.

2. That the Town of Aylmer endorses the AMO's position that municipalities are better positioned than the Ministry of Transportation to make decisions about local transportation matters based on local knowledge and community input.

3. That the Town of Aylmer calls on the Government of Ontario to withdraw the proposed legislation and respect the established authority of municipalities to make informed decisions about local transportation needs, including the implementation of cycling lanes.

4. That the Town of Aylmer reaffirms its commitment to its transportation plan and the continued development of safe, environmentally friendly, efficient cycling infrastructure for the benefit of all residents.

5. That the Town Clerk be directed to forward a copy of this resolution to the Premier of Ontario, the Minister of Transportation, the Member of Provincial Parliament representing constituencies within the Elgin-Middlesex-London region, to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

6. That the Town of Aylmer calls upon municipalities across Ontario to adopt similar resolutions in defense of local decision-making authority and sustainable, efficient and environmentally friendly transportation planning.

Thank you,

Owen Jaggard

Director of Legislative Services/Clerk | Town of Aylmer
46 Talbot Street West, Aylmer, ON N5H 1J7
519-773-3164 Ext. 4913 | Fax 519-765-1446
ojaggard@town.aylmer.on.ca | www.aylmer.ca

CC:

Hon. Prabmeet Singh Sarkaria prabmeet.sarkaria@pc.ola.org
Hon. Rob Flack rob.flack@pc.ola.org
Association of Municipalities of Ontario resolutions@amo.on.ca
All municipalities

Ministry of Rural Affairs

Ministère des Affaires rurales

Office of the Minister

Bureau du ministre

777 Bay, 17th Floor
Toronto, Ontario M7A 2J3
Tel: 647-329-1485

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 647-329-1485



January 19, 2025

Lisa Higgs
CAO/Clerk
Township of Southwold
cao@southwold.ca

Dear Ms. Higgs:

It is my pleasure to share our government's new plan to support rural economic development, increase and nurture a rural workforce, and strengthen rural communities.

[Enabling Opportunity: Ontario's Rural Economic Development Strategy](#) is designed to help rural communities leverage new economic opportunities and prepare themselves for growth.

The Strategy focuses on three key pillars:

- **Safe and Strong Rural Communities** – Improving local economic development capacity and championing local leadership, supporting the rehabilitation of municipal and community infrastructure, optimizing rural connectivity, and supporting communities in developing plans for housing and transportation to ensure rural communities are places where people want to live, work and play.
- **Business Development and Attraction**- Supporting rural and Indigenous communities and other economic development partners in strengthening and growing rural business, encouraging entrepreneurship and innovation, attracting investment, revitalizing downtowns and diversifying regional economies.
- **Growing the Rural Workforce** – Helping grow local talent, raising awareness of job opportunities available in rural Ontario, supporting workers in obtaining the skills needed to succeed, and attracting and retaining workers so that rural communities and small towns thrive.

We brought together municipal and Indigenous leaders and rural stakeholders to provide input into the development of the new strategy. We held 13 regional roundtables to hear the thoughts, experiences, ideas, and inspiration of those living and working in rural Ontario and received many online submissions through our website.

By listening to rural residents, we created a Strategy that represents their concerns. My thanks go out to all of those who participated in the consultation process and I look forward to continuing these conversations.

.../2

Our government has a vision for thriving rural communities and believes that a strong and dynamic rural Ontario is essential for the success of the province's economy. As a proud resident of rural Ontario, I am confident in saying the future is bright for rural Ontario, especially when we work together

By working together, we can continue to build strong economies and position rural Ontario as a destination of choice for individuals, families, and businesses.

Sincerely,

A handwritten signature in blue ink that reads "Lisa M. Thompson". The signature is written in a cursive, flowing style.

Lisa M. Thompson
Minister of Rural Affairs

City Clerk's Office

Secretariat
Sylvia Przewdziecki
Council Secretariat Support
City Hall, 12th Floor, West
100 Queen Street West
Toronto, Ontario M5H 2N2Tel: 416-392-7032
Fax: 416-392-2980
e-mail:
Sylvia.Przewdziecki@toronto.ca
web: www.toronto.ca**In reply please quote:
Ref.: 24-MM23.1**

(Sent by Email)

December 20, 2024

ALL ONTARIO MUNICIPALITIES:**Subject: Member Motion Item 23.1
Declaring Toronto a Paid-Plasma-Free Zone - by Councillor Chris Moise,
seconded by Councillor Alejandra Bravo (Ward All)**

City Council on November 13 and 14, 2024, adopted [Item MM23.1](#) and in doing so, has forward this item to Canadian Blood Services, federal, provincial and territorial Ministers of Health, Grifols Pharmaceuticals, and all Ontario Municipalities and requested that they support only voluntary blood and plasma collection, where donors do not receive payment for their blood or plasma.

Yours sincerely,



for City Clerk

S. Przewdziecki/mp

Attachment

Sent to: All Ontario Municipalities
Chief Executive Officer, Canadian Blood Services
Chief Executive Officer, Grifols Canada

c. City Manager

City Council

Member Motions - Meeting 23

MM23.1	ACTION	Adopted		Ward: All
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Declaring Toronto a Paid-Plasma-Free Zone - by Councillor Chris Moise, seconded by Councillor Alejandra Bravo

City Council Decision

City Council on November 13 and 14, 2024, adopted the following:

1. City Council express its opposition to the operation of private for-profit blood collection companies in the City.
2. City Council forward this item to Canadian Blood Services, federal, provincial and territorial Ministers of Health, Grifols Pharmaceuticals, and all Ontario Municipalities and request that they support only voluntary blood and plasma collection, where donors do not receive payment for their blood or plasma.

Summary

In the City of Toronto, we uphold the principle of voluntary blood and plasma donation, acknowledging its vital importance as a public good. Our commitment derives from the lessons of Canada's tainted blood crisis, which tragically claimed approximately 8,000 lives. The subsequent Royal Krever Commission urged a fully voluntary, non-payment oriented blood and plasma donation system.

Within our Ontario healthcare system, we perceive blood donations as a priceless public resource, underscoring the need to safeguard the integrity of the public, voluntary donor system.

The Voluntary Blood Donations Act of Ontario strengthens this stance, legislating against the payment of donors and prohibiting donors from receiving financial compensation for their blood or plasma.

Canada Blood Services plans to open five paid plasma clinics, including one in Toronto, by 2025. This issue needs immediate attention and action. The public health community has raised concerns about Grifols Pharmaceuticals' plans to open a Toronto clinic. It's vital we protect vulnerable residents from exploitation by for-profit plasma collection companies offering cash for blood-plasma, a predatory practice.

In bringing this motion forward, we strive to reinforce the principles of voluntary, non-remunerated blood and plasma donation, protecting both the integrity of Canada's public blood system and the dignity of blood donors.

Background Information (City Council)

Member Motion MM23.1

<https://www.toronto.ca/legdocs/mmis/2024/mm/bgrd/backgroundfile-249600.pdf>

Attachment 1 - Resolution to Declare the City of Hamilton a "No Paid Plasma Zone"

<https://www.toronto.ca/legdocs/mmis/2024/mm/bgrd/backgroundfile-250144.pdf>

From: [REDACTED]

Sent: Thursday, June 13, 2024 3:29 PM

Subject: Resolution to Declare the City of Hamilton a “No Paid Plasma Zone”

Good Afternoon,

At its meeting held on June 12, 2024, Hamilton Board of Health/City Council approved the following resolution as part of the Public Health Committee Report 24-005 (June 3, 2024):

10. Resolution to Declare the City of Hamilton a “No Paid Plasma Zone” (Item 11.1)

WHEREAS, the City of Hamilton supports voluntary blood and plasma donation and aims to protect our public collection system, recognizing the importance of blood donation as a public good;

WHEREAS, Canada’s tainted blood crisis resulted in the loss of approximately 8,000 lives and the subsequent Royal Krever Commission recommended Canada operate a fully voluntary, non-remunerated blood and plasma donation system;

WHEREAS, within Ontario’s healthcare system blood donations are viewed as a public resource;

WHEREAS, the integrity of the of the public, voluntary donor system must be protected;

WHEREAS, in Ontario, the Voluntary Blood Donations Act, stipulates that it is against the law for private companies to pay donors and for donors to receive payment for their blood or plasma;

WHEREAS, paid plasma collection schemes are known to target and exploit the most vulnerable members of communities; and

WHEREAS, this resolution reaffirms the principles of voluntary, non-remunerated blood and plasma donation and aims to protect the integrity of Canada’s public blood system and the integrity of blood donors.

THEREFORE, BE IT RESOLVED:

- (a) That the City of Hamilton designates itself a “Paid-Plasma Free Zone” and declares that private for-profit blood collection companies are not permitted to operate in the

city;

- (b) That the City of Hamilton resolves to protect marginalized and vulnerable populations from exploitation resulting from for-profit plasma collection by advertising financial payment for the sale of their blood-plasma; and
- (c) That a copy of this resolution be sent to Canadian Blood Services, federal, provincial and territorial Ministers of Health, Grifols pharmaceuticals, and all Ontario Municipalities requesting that they respect the City of Hamilton as a “Paid-Plasma Free Zone” and support only voluntary Blood and plasma collection.

Kind regards,

Matt Gauthier

Legislative Coordinator
Office of the City Clerk
Corporate Services | City of Hamilton
71 Main Street West, 1st Floor
Hamilton ON L8P 4Y5



6. CITATION

This by-law comes into force on the passing thereof and may be cited as the "Ryan Drain 2024 _____ by-law".

First reading 2025/01/27

Second reading 2025/01/27

Provisionally adopted this 27 day of January, 2025

Name of Head of Council (Last, First Name) <u>Jones, Grant</u>	Signature
---	-----------

Name of Clerk (Last, First Name) <u>Higgs, Lisa</u>	Signature
--	-----------

Third reading _____

Enacted this _____ day of _____, 20 _____

Name of Head of Council (Last, First Name)	Signature
--	-----------

Name of Clerk (Last, First Name)	Signature
----------------------------------	-----------

I, _____
clerk of the Corporation of the Township of Southwold,
certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)	Signature
----------------------------------	-----------



Enbridge Gas Inc. Notice of Upcoming Project

Southwold Pipeline Project

This notice is to inform you of an upcoming Enbridge Gas Inc. (Enbridge Gas) project in the Township of Southwold, County of Elgin, Municipality of Middlesex Centre and City of London, Ontario. The purpose of the project is to connect Renewable Natural Gas (RNG) produced at the Green Lane Landfill to the Enbridge Gas network. Enbridge Gas proposes to construct new pipeline facilities to connect the RNG facility to the existing local Enbridge Gas natural gas system to facilitate injection of RNG supply volumes. The project will be primarily located in the Township of Southwold and will tentatively be located within existing municipal road right-of-way, and may also require permanent easements, temporary working space and lay-down areas during construction.

Enbridge Gas has hired a third-party environmental consultant, Stantec Consulting Ltd. (Stantec), to complete an Environmental Study for the project. The study will be conducted in accordance with the Ontario Energy Board's (OEB) "Environmental Guidelines for the Location, Construction, and Operation of Hydrocarbon Projects and Facilities in Ontario, 8th Edition (2023)" and will include a consultation program, impact assessment and a cumulative effects assessment.

The Environmental Report based on the study is scheduled to be completed in Q2 2025, after which Enbridge Gas plans to file a Leave to Construct application for the project with the OEB. The OEB's review and approval is required before the proposed project can proceed. If approved, construction could begin in Q2 2026.

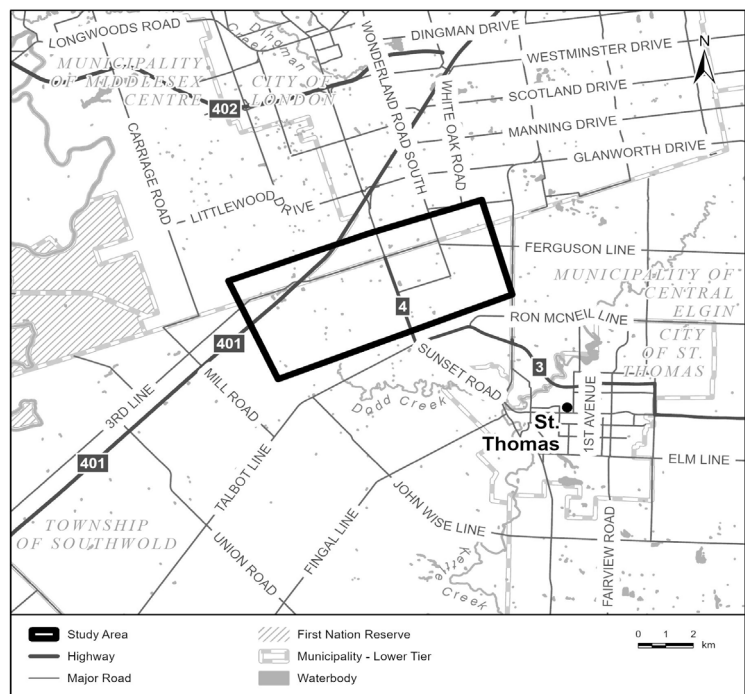
Enbridge Gas is committed to undertaking consultation and engagement with stakeholders and Indigenous communities as an integral component of the planning process. Additional details regarding the project and how to become involved during the consultation and engagement process will be provided in future correspondence. Should you have any questions or comments during the development stages of this project, or input regarding potential alternative routes or natural environment features within the area please contact the undersigned. Input will be evaluated and may be considered within the route evaluation for the project.

Michael Candido

Environmental Scientist
Stantec Consulting Ltd.

Telephone: (519) 585-3439

Email: SouthwoldEA@stantec.com



Note: The potential project location has been developed for purposes of an assessment of potential environmental and socioeconomic impacts and does not represent the final project scope/design.



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY- LAW NO. 2025-08

Being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 15, 2025 and January 27, 2025.

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 ENACTS AS FOLLOWS:

1. That the actions of the Council of the Township of Southwold at the Special Meeting of Council held on January 15, 2025 and the Regular Meeting of Council held on January 27, 2025; 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 27th DAY OF JANUARY, 2025.

Mayor
Grant Jones

CAO/Clerk
Lisa Higgs