



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting

Monday March 10, 2025

7:00 p.m. Council Chambers, Fingal, Shedden/Via Video Link

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

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
Aaron VanOorspronk, Director of Infrastructure & Development
Services
Paul Hicks, Township Planner
Mike Taylor, Manager of Environmental Services
June McLarty, Deputy Clerk

ABSENT: Councillor Sarah Emons

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

ADDENDUM TO AGENDA:

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2025-74 Councillor Adzija – Councillor Fellows

THAT the Minutes of the Regular Council Meeting of February 24th, 2025 are hereby adopted.

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

CARRIED

Committee Minutes – Review

2025-75 Councillor Fellows – Councillor Adzija

THAT Council had reviewed the Minutes of the Young at Heart Meeting of January 23, 2025, the draft minutes of the Communities in Bloom Meeting of February 12, 2025 and the draft minutes of the Southwold 175 Planning Committee Meeting of February 18, 2025.

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

CARRIED

Court of Revision Meeting Minutes – Ryan Drain 2024

2025-76 Deputy Mayor Pennings – Adzija

THAT the minutes of the Court of Revision for the Ryan Drain 2024 are hereby adopted.

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

CARRIED

PLANNING:

PLA 2025-09 Application for Consent E21-25, 35383 Scotch Line

2025-77 Councillor Fellows – Councillor Adzija

THAT Council recommend approval to the Elgin County Land Division Committee for Consent Application E21-25 subject to the recommended conditions provided in Appendix 2 as amended of Report PLA 2025-09.

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

CARRIED

REPORTS:

FIR 2025-02 Activity Report – January and February 2025

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

IDS 2025-13 Activity Report – February 2025

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

FIN 2025-05 IT Support Agreement – Zouling Technologies Inc

2025-78 Councillor Adzija – Deputy Mayor Pennings

THAT Council pass By-law 2025-19 to renew the agreement with Zouling Technologies Inc. for Technology Maintenance and Support Services.

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

CARRIED

FIN 2025-06 Water and Sanitary Budget By-laws

2025-79 Councillor Adzija – Councillor Fellows

THAT Council pass the following By-laws:

- a. By-law No. 2025-15 2025 Water Rates
- b. By-law No. 2025-16 2025 Water Budget
- c. By-law No. 2025-17 2025 Sanitary Sewer Rates
- d. By-law No. 2025-18 2025 Sanitary Sewer Budget

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

CARRIED

CBO 2025-04 Activity Report – February 2025

This report was presented to Council.

CBO 2025-05 Lawnmower Quotes

2025-80 Councillor Fellows – Councillor Adzija

THAT Council accepts the quote from Huron Tractor in the amount of \$21,350 plus HST for a new zero turn lawnmower.

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

CARRIED

CAO 2025-14 Activity Report – February 2025

CAO/Clerk Jeff Carswell presented his report to Council.

Elgin County – From Council Chambers – February 25, 2025

Mayor Jones presented this report to Council.

CORRESPONDENCE:

- Fingal-Shedden and District Optimist Club – Fee Waiver Request
- Elgin County RE: Proposed Woodlands Clearing

Fingal-Shedden and District Optimist Club – Fee Waiver Request

2025-81 Deputy Mayor Pennings – Councillor Fellows

THAT Council waive the fees for the Fingal-Shedden and District Optimist Club in the amount of \$265.00 for the use of the Southwold Keystone Complex on Wednesday March 19th, 2025.

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

CARRIED

Council reviewed the other item under Correspondence.

BY-LAWS:

- By-law No. 2025-15, being a by-Law to amend By-law No. 2014-65, being a By-law to regulate the distribution and use of water and to fix the prices and times of payments
- By-law No. 2025-16, being a by-law to adopt the 2025 Water System Operating and Capital Budget
- By-law No. 2025-17, being a by-law to establish Sanitary Sewer Rates and to repeal By-law No. 2023-66
- By-law No. 2025-18, being a by-law to adopt the 2025 Sanitary Sewer System Operating and Capital Budgets

- By-law No. 2025-19, being a by-law to authorize renewing an agreement with Zouling Technologies Inc. for technology maintenance and support services and to repeal By-law No. 2023-24
- By-law No. 2025-20, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on March 10, 2025

By-laws

2025-82 Councillor Fellows – Councillor Adzija

THAT By-law Nos. 2025-15, 2025-16, 2025-17, 2025-18 and 2025-19 be read a first and second time, considered read a third time and finally passed this 10th day of March, 2025.

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

CARRIED

CLOSED SESSION

2025-83 Councillor Fellows – Councillor Adzija

THAT Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **7:33 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

- A position, plan, procedure, criteria or instruction 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)) – REOI Waste Management
- Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2) (b)) and labour relations or employee negotiations; (Section 239(2) (d)) – HR and CUPE Matters

Recorded Vote	Yeas	Nays
J. Adzija	√	
S. Emons		

S. Fellows	√
G. Jones – Mayor	√
J. Pennings	√

CARRIED

Adjournment of Closed Session

2025-84 Councillor Adzija – Deputy Mayor Pennings

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:09 p.m.**

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

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2025-85 Deputy Mayor Pennings – Councillor Adzija

THAT By-law No. 2025-20 be read a first and second time, considered read a third time and finally passed this 10th day of March, 2025.

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

CARRIED

ADJOURNMENT:

2025-86 Deputy Mayor Pennings – Councillor Fellows

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

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

CARRIED

Original signed by:

Mayor
Grant Jones

Original signed by:

CAO/Clerk
Jeff Carswell