



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday May 12, 2025
7:00 p.m. Council Chambers, Fingal, Shedden/Via Video Link

COUNCIL PRESENT: Mayor Grant Jones
Deputy Mayor Justin Pennings
Councillor John Adzija
Councillor Sarah Emons (7:45 p.m.)
Councillor Scott Fellows

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
Aaron VanOorspronk, Director of Infrastructure & Development
Services
Corey Pemberton, Director of Building & Community
Services/Chief Building Official (7:10 p.m.)
Jeff McArthur, Director of Emergency Services/Fire Chief
June McLarty, Deputy Clerk

Mayor Jones called the meeting to order at 7:03 p.m.

ADDENDUM TO AGENDA: None

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2025-143 Councillor Fellows – Deputy Mayor Pennings

THAT the Minutes of the Regular Council Meeting of Aoril 28th, 2025 are
hereby adopted. **CARRIED**

Committee Minutes – Review

2025-144 Deputy Mayor Pennings – Councillor Adzija

THAT Council had reviewed the draft minutes of the Southwold 175 Committee Meeting of April 23, 2025, the draft minutes of the Young at Heart Committee Meeting of April 24, 2025, the draft minutes of the Shedden Recreation and Keystone Complex Committee Meeting of April 24, 2025 and the draft minutes of the Communities in Bloom Meeting of April 29, 2025.

CARRIED

REPORTS:

FIR 2025-05 Activity Report – April 2025

Jeff McArthur, Director of Emergency Services/Fire Chief presented this report to Council for information purposes.

IDS 2025-25 Activity Report – April 2025

Aaron Van Oorspronk, Director of Infrastructure and Development Services presented this report to Council for information purposes.

IDS 2025-26 Shady Lane Sidewalk Award

2025-145 Deputy Mayor Pennings – Councillor Adzija

1. That Council award construction of the Shady Lane Sidewalk to DPA Contracting Ltd. in the amount of \$22,344.50 plus HST.
2. That Council approve a contingency allowance of \$5,000.

CARRIED

IDS 2025-27 Iona Road Culvert Award

2025-146 Deputy Mayor Pennings – Councillor Fellows

1. That Council award construction of the Iona Road Culvert to Clarke Construction Inc. in the amount of \$179,000.00 plus HST.
2. That Council approve a contingency allowance of \$20,000.

CARRIED

CBO 2025-11 Committee Representation of Corsley Park

2025-147 Councillor Fellows - Deputy Mayor Pennings

1. That Corsley Park be defined as the area beginning at the walking trailhead at Fairground Street, extending south to include the entirety of the Corsley Park facilities.
2. That full responsibility for Corsley Park be assigned to the Parks Committee, thereby removing it from the purview of the Shedden Recreation and Keystone Complex Committee.
3. That Shedden Soccer representatives be removed from the Shedden Recreation and Keystone Complex Committee, as appointed through By-law No. 2025-13.
4. That Council rename the Shedden Recreation and Keystone Complex Committee to Keystone Complex Committee.
5. That the same Council representative and Township staff representative be appointed to both the Keystone Complex Committee and the Parks Committee.

CARRIED

CBO 2025-12 Activity Report – April 2025

Corey Pemberton, Director of Building & Community Services/Chief Building Official presented this report to Council for information purposes.

CBO 2025-13 Keystone Complex Electronic Sign

2025-148 Councillor Fellows – Councillor Adzija

1. That the proposal submitted by Gould Signs in the amount of \$39,240.00 plus HST be accepted.
2. That Council approve the Township's contribution of 50% of the total cost pending receiving the user groups portion of the remaining 50% of the cost.

CARRIED

CAO 2025-30 Activity Report – April 2025

Jeff Carswell, CAO/Clerk presented this report to Council for information purposes.

CORRESPONDENCE:

- Western Ontario Wardens Caucus Municipal Conference 2025
- Association of Municipalities of Ontario – Delegation Requests

STAFF DIRECTION

Council directed staff to prepare delegation requests for the Ministry of Red Tape, the Ministry of Environment, Conservation and Parks and the Ministry of Infrastructure.

Council reviewed the items under Correspondence.

BY-LAWS:

- By-law No. 2025-32, being a by-law to repeal By-Law No. 1996-18, being a by-law to license and regulate a mobile food and refreshment vendors
- By-law No. 2025-33, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on May 12, 2025

By-law 2025-32

2025-149 Councillor Fellows – Deputy Mayor Pennings

THAT By-law No. 2025-32 be read a first and second time, considered read a third time and finally passed this 12th day of May, 2025.

CARRIED

CLOSED SESSION

2025-150 Councillor Adzija – Councillor Fellows

THAT Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **7:39 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

1. 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)) – Township Facilities Usage

2. Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2)(d)) – HR and CUPE Matters

CARRIED

Adjournment of Closed Session

2025-151 Councillor Fellows – Councillor Emons

THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **10:05 p.m.**

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2025-152 Deputy Mayor Pennings – Councillor Adzija

THAT By-law No. 2025-33 be read a first and second time, considered read a third time and finally passed this 12th day of May, 2025.

CARRIED

ADJOURNMENT:

2025-153 Councillor Emons – Deputy Mayor Pennings

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **10:06 p.m.**

CARRIED

Original signed by:

Mayor

Grant Jones

Original signed by:

CAO/Clerk

Jeff Carswell