



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday May 26, 2025
7:00 p.m. Council Chambers, Fingal, Shedden/Via Video Link

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

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
Aaron VanOorspronk, Director of Infrastructure & Development
Services
Paul Clarke, Planner
June McLarty, Deputy Clerk

ABSENT: Councillor John Adzija

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

ADDENDUM TO AGENDA: None

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2025-154 Deputy Mayor Pennings – Councillor Fellows

That the Minutes of the Regular Council Meeting of May 12th, 2025 are hereby adopted.

CARRIED

Committee Minutes – Review

2025-155 Deputy Mayor Pennings – Councillor Emons

That Council had reviewed the draft minutes of the Canada Day Committee Meeting of May 6, 2025, the draft minutes of the Economic Development Committee Meeting of May 15, 2025, and the draft minutes of the Southwold 175 Planning Committee Meeting of May 15, 2025.

CARRIED

PLANNING:

ZBA 2025-03, 39391 Fingal Line, ZBA 2025-058, 7831 Union Road, ZBA 2025-06, 9210 Union Road

In attendance: R. DeCorte

Opening of Public Meeting for ZBA 2025-03, ZBA 2025-05 and ZBA 2025-06

2025-156 Councillor Fellows – Councillor Emons

That Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider Zoning By-law Amendment file nos. ZBA 2025-03, the Estate of Mary DeDeckere, 39391 Fingal Line, ZBA 2025-05, the Corporation of the Township of Southwold, 7831 Union Road and ZBA 2025-06, the Corporation of the Township of Southwold, 9210 Union Road opens at **7: 03 p.m.**

CARRIED

Chairman Jones stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make presentation with respect to a proposed Zoning By-law Amendment to rezone the subject property legally described as: Part of Lot 40, Concession South of Talbot Road East, known municipally as 39391 Fingal Line.

The purpose of the Zoning by-law Amendment (ZBA) Application would rezone the subject property from Agricultural 1(A1) to Agricultural 3 (A3) and Agricultural 1-Special Provision 72 (A1-72) to prohibit residential development on the retained portion of a surplus farm dwelling severance and to recognize the increased lot area and reduced frontage of the severed dwelling.

Chairman Jones asked if any member of Council had a disclosure of interest concerning the proposal. None were declared.

Chairman Jones asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that notices were mailed to neighbouring property owners within 120 meters of the subject lands and emailed to commenting agencies on April 29th, 2025. A sign was posted on the subject property on April 30th.

Planner Paul Clarke presented his report to Council.

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

Chairman Jones asked the Clerk if any written submissions were received on this application. The Clerk responded that agency comments were received as detailed in the Planning Staff Report.

Chairman Jones stated that before he opens the floor to questions from the public please be advised if any person from the public wishes to receive further information on the action of Council regarding the decision on the application for the Zoning By-law Amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by May 27th. Any person that has contacted the Planner to be part of the public meeting today will receive this further information automatically.

Chairman Jones asked if the owner/applicant was in attendance to please identify themselves. R. DeCorte, a trustee for the Estate of Mary DeDeckere identified herself.

Chairman Jones asked if any members of the public or Council has any questions or comments. No comments were made and no questions were asked.

ZBA 2025-03, 39391 Fingal Line

2025- 157 Councillor Fellows – Deputy Mayor Pennings

1. That Council approve Zoning By-law Amendment Application ZBA 2025-03 to rezone the subject property from Agricultural (A1) Zone to Agricultural 3 (A3) Zone and Agricultural 1 – Special Provision 72 (A1-72) as presented in By-law 2025-34 attached as Appendix 1 to Report PLA 2025-12.
2. That subject to no concerns being raised at the public meeting, that By-law 2025-34 to amend Zoning By-law 2011-14, as amended be presented at the regular meeting of Council on May 26, 2025, for adoption. (PLA 2025-12).

CARRIED

Chairman Jones advised that the decision may be appealed to the Ontario Land Tribunal by the Applicant. This public meeting is now concluded.

Chairman Jones stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make presentation with respect to a proposed Zoning By-law Amendment to rezone the subject property legally described as: Part of Lot 18, Concession South of Talbot Road East, known municipally as 7831 Union Road.

The purpose of the Zoning by-law Amendment (ZBA) Application would rezone the subject property from Agricultural 1(A1) to Institutional – Special Provision 2(I-2) to permit the use of the property for a telecommunications tower and public works building and yard.

Chairman Jones asked if any member of Council had a disclosure of interest concerning the proposal. None were declared.

Chairman Jones asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that notices were mailed to neighbouring property owners within 120 meters of the subject lands and emailed to commenting agencies on April 29th, 2025. A sign was posted on the subject property on May 1st.

Planner Paul Clarke presented his report to Council.

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

Chairman Jones asked the Clerk if any written submissions were received on this application. The Clerk responded that agency and public comments were received as detailed in the Planning Staff Report.

Chairman Jones stated that before he opens the floor to questions from the public please be advised if any person from the public wishes to receive further information on the action of Council regarding the decision on the application for the Zoning By-law Amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by May 27th. Any person that has contacted the Planner to be part of the public meeting today will receive this further information automatically.

Chairman Jones asked if the owner/applicant was in attendance to please identify themselves. Aaron Van Oorspronk, Director of Infrastructure and Development Services who submitted the application on behalf of the Township, identified himself.

Chairman Jones asked if any members of the public or Council has any questions or comments. No comments were made, and no questions were asked.

ZBA 2025-05, 7831 Union Road

2025-158 Deputy Mayor Pennings – Councillor Emons

1. That Council approve Zoning By-law Amendment Application ZBA 2025-05 to rezone the subject property from Agricultural 1 (A1) Zone to Institutional – Special Provision 2 (I-2) Zone as presented in By-law 2025-35 attached as Appendix 1 to Report PLA 2025-13.
2. That subject to no concerns being raised at the public meeting, that By-law 2025-35 to amend Zoning By-law 2011-14, as amended be presented at the regular meeting of Council on May 26, 2025 for adoption. (PLA 2025-13)

CARRIED

Chairman Jones advised that the decision may be appealed to the Ontario Land Tribunal by the Applicant. This public meeting is now concluded.

Chairman Jones stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make presentation with respect to a proposed Zoning By-law Amendment to rezone the subject property legally described as: Part of Lot 16, Concession South of North Branch of Talbot Road; Parts 6 to 9, 13, 14, 18, 19, 23 and 24 on 11R-10140, known municipally as 9210 Union Road.

The purpose of the Zoning by-law Amendment (ZBA) Application would rezone the subject property from Agricultural 1(A1) to Open Space (OS) and Institutional (I) to permit the use of the subject land for a public park and wastewater treatment facility.

Chairman Jones asked if any member of Council had a disclosure of interest concerning the proposal. None were declared.

Chairman Jones asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that notices were mailed to neighbouring property owners within 120 meters of the subject lands and emailed to commenting agencies on April 29th, 2025. A sign was posted on the subject property on May 1st.

Planner Paul Clarke presented his report to Council.

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

Chairman Jones asked the Clerk if any written submissions were received on this application. The Clerk responded that agency comments were received as detailed in the Planning Staff Report.

Chairman Jones stated that before he opens the floor to questions from the public please be advised if any person from the public wishes to receive further information on the action of Council regarding the decision on the application for the Zoning By-law Amendment, please ensure that they email their name, address, postal code and phone number to the Planner or Clerk by May 27th. Any person that has contacted the Planner to be part of the public meeting today will receive this further information automatically.

Chairman Jones asked if the owner/applicant was in attendance to please identify themselves. Aaron Van Oorspronk, Director of Infrastructure and Development Services who submitted the application on behalf of the Township, identified himself.

Chairman Jones asked if any members of the public or Council has any questions or comments. No comments were made, and no questions were asked.

ZBA 2025-06, 9210 Union Road

2025-159 Councillor Emons – Councillor Fellows

1. That Council approve Zoning By-law Amendment Application ZBA 2025-06 to rezone the subject property from Agricultural 1 (A1) Zone to Open Space Zone, and an Institutional (I) Zone as presented in By-law 2025-36 attached as Appendix 1 to Report PLA 2025-14.
2. That subject to no concerns being raised at the public meeting, that By-law 2025-36 to amend Zoning By-law 2011-14, as amended be presented at the regular meeting of Council on May 26, 2025 for adoption. (PLA 2025-14)

CARRIED

Chairman Jones advised that the decision may be appealed to the Ontario Land Tribunal by the Applicant. This public meeting is now concluded.

Closing of Public Meeting ZBA 2025-03, ZBA 2025-05 and ZBA 2025-06

2025-160 Councillor Fellows – Deputy Mayor Pennings

That the public meeting to consider the applications to amend the zoning on the properties owned by the Estate of Mary DeDeckere, 39391 Fingal Line, the Corporation of the Township of Southwold, 7831 Union Road and 9210 Union Road closes at **7:23 p.m.**

CARRIED

REPORTS:

FIN 2025-14 Q4 Financial Report

2025-161 Deputy Mayor Pennings – Councillor Emons

That Council receive Report FIN 2025-15 Financial Report – January to December 2024 for information.

CARRIED

CAO 2025-31 Additional Resident Notification System

2025-162 Deputy Mayor Pennings – Councillor Fellows

That Council authorize the CAO/Clerk to enter into a service contract with Icesoft Technologies for their Voyent Alert! Hosted Notification System at a cost of \$3,900+HST.

CARRIED

CORRESPONDENCE:

- Correspondence from Minister of Municipal Affairs and Housing RE: *Protect Ontario by Building Faster and Smarter Act, 2025*
- Correspondence from the Ministry of the Solicitor General RE: OPP Cost Recovery Model Review and June 2025 Webinars

Council reviewed the items under Correspondence

BY-LAWS:

- By-law No. 2025-34, being a by-law to amend By-law No. 2011-14,

39391 Fingal Line

- By-law No. 2025-35, being a by-law to amend By-law No. 2011-14, 7831 Union Road
- By-law No. 2025-36, being a by-law to amend By-law No. 2011-14, 9210 Union Road
- By-law No. 2025-37, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on May 26, 2025

By-laws

2025-163 Councillor Fellows – Deputy Mayor Pennings

That By-law Nos. 2025-34, 2025-35, and 2025-36 be read a first and second time, considered read a third time and finally passed this 26th day of May, 2025.

CARRIED

CLOSED SESSION

2025-164 Councillor Fellows – Councillor Emons

That Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **7:56 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)) – Talbotville Parkland
2. 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

CARRIED

Adjournment of Closed Session

2025-165 Councillor Fellows – Deputy Mayor Pennings

That Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:27 p.m.**

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2025- 166 Councillor Fellows – Councillor Emons

That By-law No. 2025-37 be read a first and second time, considered read a third time and finally passed this 26th day of May, 2025.

CARRIED

ADJOURNMENT:

2025-167 Councillor Emons – Councillor Fellows

That Council for the Township of Southwold adjourns this Regular meeting of Council at **8:28 p.m.**

CARRIED

Original signed by

Mayor
Grant Jones

Original signed by:
CAO/Clerk
Jeff Carswell