



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday September 22, 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 Scott Fellows

ALSO PRESENT: Jeff Carswell, CAO/Clerk
Michele Lant, Director of Corporate Services/Treasurer
Aaron Van Oorspronk, Director of Infrastructure and Development
Services
Corey Pemberton, Director of Building and Community Services
Paul Clarke, Planner (7:35 p.m.)
June McLarty, Deputy Clerk

REGRETS: Councillor Sarah Emons

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

ADDENDUM TO AGENDA: None

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2025-254 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT the Minutes of the Regular Council Meeting of
September 8th, 2025, are hereby adopted.

CARRIED

Committee Minutes – Review

2025-255 Deputy Mayor Pennings – Councillor Fellows

RESOLVED THAT Council had reviewed the draft Minutes of the Family Day Committee Meeting of September 10, 2025 and the draft Minutes of the Economic Development Committee Meeting of September 11, 2025.

CARRIED

PLANNING:

Committee of Adjustment

In attendance: C. Knapp, J. Knapp, D. Siddall, R. Battley, T. Uffen, S. Sipkens

Committee of Adjustment MV 2024-06, 6383 Coon Road and MV 2025-03, 10117 Lynhurst Park Drive

Committee of Adjustment Public Hearing

2025-256 Councillor Adzija – Councillor Fellows

RESOLVED THAT the regular Council meeting adjourn to sit as a Committee of Adjustment at **7:01 p.m.** to hear applications MV 2024-06, S. and G. Flanagan, 6383 Coon Road and MV 2025-03, S. and E. Sipkens, C/K. Vanderveen, 10117 Lynhurst Park Drive.

CARRIED

Adjournment of Committee of Adjustment

2025-257 Councillor Adzija – Deputy Mayor Pennings

RESOLVED THAT the meeting of the Committee of Adjustment to hear applications MV 2024-06, S. and G. Flanagan, 6383 Coon Road and MV 2025-03, S. and E. Sipkens, C/K. Vanderveen, 10117 Lynhurst Park Drive adjourns and the regular meeting of council reconvenes at **7:35 p.m.**

CARRIED

REPORTS:

IDS 2025-41 Turville Valley Street Names

2025-258 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT the decision on the Turville Valley Streets names be deferred until September 29th or at a time after a consultation with the Southwold History Committee.

CARRIED

DELEGATION:

8:00 p.m. - 8:26 p.m.

Sean Kelly, PL.URAL

Draft Parks and Recreational Trails Master Plan

Mr. Kelly presented the draft Parks and Recreational Trails Master Plan to Council and staff.

REPORTS:

IDS 2025-42 Fingal Pump Station and Forcemain Award

2025-259 Deputy Mayor Pennings – Councillor Fellows

RESOLVED THAT Council award tender ENV 2025-003 to Bre-Ex Construction Inc in the amount \$3,598,989.54 plus HST; and.

THAT Dillon Consulting Ltd. Be awarded Contract Administration and Inspection Services for an upset limit of \$150,000 plus HST.

CARRIED

IDS 2025-43 Fingal Reconstruction Award

2025-260 Deputy Mayor Pennings – Councillor Fellows

RESOLVED THAT Council award the joint tender with the County of Elgin 2025-T32 to Bre-Ex Construction Inc. for \$18,985,580.29 plus HST; and,

THAT the Township of Southwold enter into a contract with Bre-Ex Construction Inc. for its share of the project, budgeted at \$9,760,204.00 plus HST; and,

THAT Council award Contract Administration and Inspection Services to AECOM in the amount of \$1,804,215.00 to be shared equally with the County of Elgin; and,

THAT Council direct the Mayor to sign a Section 78(1.1) request for improvement to incorporate the proposed drainage improvements.

CARRIED

FIN 2025-19 Q2 Financial Report

2025-261 Councillor Fellows – Councillor Adzija

RESOLVED THAT Report FIN 2025-19 Q2 Financial Report – January to June 2025 be received and filed for information.

CARRIED

DPC 2025-03 Southwold 175 Financial Report

Deputy Clerk June McLarty presented this report to Council for information purposes.

CAO 2025-49 Emergency Management By-law and Emergency Response Plan Updates

2025-262 Councillor Fellows – Councillor Adzija

RESOLVED THAT Council pass draft By-law 2025-52 being the Emergency Management Program and Emergency Response Plan By-law.

CARRIED

CAO 2025-50 Disposal of Small Surplus Items/Free "Gifts" with Purchase

2025-263 Councillor Adzija – Councillor Fellows

RESOLVED THAT Council adopt the "Surplus Item Disposal Policy" as amended contained in Report CAO 2025-50, dated September 22, 2025.

CARRIED

CORRESPONDENCE:

- Thank you from Shedden Fair
- Enbridge RE: Consultation on the Futures of Natural Gas Expansion in Ontario
- Elgin 4-H Fee Waiver Request
- Elgin ATV Club Request

2025-Support for NGEF Phase 3

2025-264 Deputy Mayor Pennings – Councillor Adzija

WHEREAS the Province has posted ERO 025-0923, *Consultation on the Future of Community Natural Gas Expansion*, seeking feedback from municipalities, Indigenous communities, and other stakeholders on how Phase Three (3) could best support access to natural gas for community development;

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date;

AND WHEREAS the Township of Southwold is working toward its housing and employment land goals that contribute to Ontario's broader objective to build at least 1.5 million homes by 2031 and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets.

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions – including natural gas, electricity, and emerging energy technologies, to meet growing community needs;

AND WHEREAS natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

NOW THEREFORE BE IT RESOLVED THAT Council:

Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an

option to other energy solutions to advance the Township of Southwold's housing, employment lands, commercial and industrial investments, agriculture production, and economic development objectives;

1. Directs staff to submit comments to ERO 025-0923 reflecting the Township of Southwold's priorities, including: priority application types, alignment with Official Plan/Secondary Plans, sites and corridors where gas access would enable development (housing/employment lands), any Phase 1 and 2 learnings (if applicable) and practical barriers (e.g., timing, permitting, costs, land access); and

2. Forwards this resolution to Rob Flack, MPP Elgin-Middlesex-London, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

CARRIED

Elgin 4-H Association Fee Waiver Request

2025-265 Councillor Fellows – Councillor Adzija

RESOLVED THAT Council waive the fees for the Elgin 4-H Association Awards night in the amount of \$390.00 for the use of the Southwold Keystone Complex on Wednesday November 26, 2025.

CARRIED

Council reviewed the items under Correspondence.

BY-LAWS:

- By-law No. 2025-52, being a by-law to adopt an Emergency Management Program and Emergency Response Plan for the Township of Southwold and to meet other Requirements under the Emergency Management and Civil Protection Act.
- By-law No. 2025-53, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on September 22, 2025

By-law 2025-53

2025-266 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT By-law No. 2025-53 be read a first and second time, considered read a third time and finally passed this 22nd day of September, 2025.

CARRIED

OTHER BUSINESS

- Village of Fingal Reconstruction Public Information Centre Notice

Council reviewed the item under Other Business.

CLOSED SESSION:

2025-267 Councillor Fellows – Councillor Adzija

RESOLVED THAT Council of the Township of Southwold now moves again into a session of the meeting that shall be closed to the public at **9:21 p.m.** in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters;

239(2) (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Burwell Road

239(2) (k) 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 – Agreement Revenue Interpretation

239(2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board – Property Sale and Acquisition Updates

CARRIED

Adjournment of Closed Session

2025-268 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **10:45 p.m.**

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2025-269 Councillor Adzija – Deputy Mayor Pennings

RESOLVED THAT By-law No. 2025-53 be read a first and second time, considered read a third time and finally passed this 22nd day of September, 2025.

CARRIED

ADJOURNMENT:

2025-270 Deputy Mayor Pennings – Councillor Adzija

RESOLVED THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **10:46 p.m.**

CARRIED

Original signed by:

Mayor
Grant Jones

Original signed by:

CAO/Clerk
Jeff Carswell