



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday February 9, 2026
7:00 p.m. Council Chambers, Fingal, Shedden/Via Video Link

COUNCIL PRESENT: Mayor Grant Jones
Councillor John Adzija
Councillor Sarah Emons
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/Chief Building Official (Virtually)
Paul Clarke, Planner (Virtually) (7:10 p.m.)
June McLarty, Deputy Clerk

REGRETS: Deputy Mayor Justin Pennings

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

ADDENDUM TO AGENDA: None

DISCLOSURES: None were declared

ADOPTION OF MINUTES:

Council Minutes – Adopt

2026-38 Councillor Adzija – Councillor Emons

RESOLVED THAT the Minutes of the Special Council Meeting of January 8th, 2026 and the Minutes of the Regular Council Meeting of January 26th, 2026 are hereby adopted.

CARRIED

Committee Minutes – Review

2026-39 Councillor Fellows – Councillor Emons

RESOLVED THAT Council had reviewed the draft Minutes of the Southwold Young at Heart Committee Meeting of January 29, 2026

CARRIED

PLANNING:

Zoning By-law Amendment ZBA 2026-02, Cornerstone Building Brands Canada Inc, 40684 Talbot Line and Oegema Turkey Farms Inc., 10882 Sunset Road, C/O Rick Pennycooke, Lakeshore Group

In attendance: M. Chan, Lakeshore Group, W. Oegema

Opening of Public Meeting for ZBA 2026-02

2026-40 Councillor Adzija – Councillor Emons

RESOLVED THAT Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider Zoning By-law Amendment file no. ZBA 2026-02, Cornerstone Building Brands Canada Inc, 40684 Talbot Line and Oegema Turkey Farms Inc., 10882 Sunset Road, C/O Rick Pennycooke, Lakeshore Group opens at **7:02 p.m.**

CARRIED

Chairperson Jones called the meeting to order and stated that this is a public meeting as required by Section 34 of the Planning Act to afford any person an opportunity to make representation with respect to a proposed Zoning By-law Amendment to rezone the subject property legally described as Part of Lots 41 & 42, Concession East of the North Branch of Talbot Road.

The proposed Zoning By-law Amendment (ZBA) application would swap the zoning designation between two properties that are subject to a consent application before the Elgin County Land Division Committee for a land swap. The zones being switched are Settlement Reserve (SR) and Commercial/Industrial 1 (CM1).

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

Chairperson Jones asked the Clerk what method of notice and when was the notice given to the public for this meeting. The Clerk responded that a notice was mailed to neighbouring property owners within 120 meters of the subject lands and emailed to commenting agencies prior to the deadline of January 20. A sign was posted on the subject property before January 20.

Planner Paul Clarke presented his report to Council and the Committee.

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

Chairperson Jones asked if any written submissions were received on this application. The Clerk responded no other comments were received.

Chairperson Jones stated that before opening the meeting to questions from the public please be advised if any person from the public wished to receive further information on the action of the 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 February 10, 2026. Any person that has contacted the Planner to be part of the public meeting today will receive this further information automatically.

Chairperson Jones asked if the owner and/or applicant is in attendance and to please identify yourself so that the Township has a record of your attendance at this public meeting, with your name and civic address.

Matthew Chan, Junior Planner for the Lakeshore Group, identified himself as a consultant for the applicants. He reported that there were no concerns with the staff report.

W. Oegema, 10906 Sunset Road also identified himself.

Chairperson Jones asked if there were any questions from the public or Council. No questions were asked.

PLA 2026-03 ZBA 2026-02, 40684 Talbot Line/10882 Sunset Road

2026-41 Councillor Adzija – Councillor Emons

RESOLVED THAT Council approve Zoning By-law Amendment Application ZBA 2026-02 to rezone the subject properties from Commercial/Industrial 1 (CM1) to Settlement Reserve (SR) and from Settlement Reserve (SR) to Commercial / Industrial 1 (CM1) Zone, respectively, as presented in By-law 2026-11 attached as Appendix 1 to Report PLA 2026-03; and,

THAT subject to no concerns being raised at the public meeting, that By-law 2026-11 to amend Zoning By-law 2011-14, as amended be presented at the regular meeting of Council on February 9, 2026, for adoption. (PLA 2026-03).

CARRIED

Chairperson Jones stated that the decision may be appealed to the Ontario Land Tribunal by the applicant. This public meeting is now concluded

Closing of Public Meeting for ZBA 2026-02

2026-42 Councillor Fellows – Councillor Adzija

RESOLVED THAT the public meeting to consider the application to amend the zoning on the properties owned by Cornerstone Building Brands Canada Inc, 40684 Talbot Line and Oegema Turkey Farms Inc., 10882 Sunset Road, C/O Rick Pennycooke, Lakeshore Group closes at **7:10 p.m.**

CARRIED

REPORTS:

IDS 2026-04 Activity Report – January 2026

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

CBO 2026-04 Activity Report – January 2026

Corey Pemberton, Director of Building and Community Services presented this report to Council for information purposes.

CBO 2026-05 Changes to O. Reg 747/21- Permit

2026-43 Councillor Fellows – Councillor Emons

RESOLVED THAT Council receive Report CBO 2026-05 for information, and

THAT Council direct staff to update facility rental policies to require Council approval for any “bring-your-own” events at Township facilities.

CARRIED

REPORT – Southwold Young at Heart Committee

2026-44 Councillor Adzija – Councillor Fellows

RESOLVED THAT the Old Timers Euchre Group offer free membership to Southwold residents; and,

THAT the \$5.00 weekly fee to play be paid by everyone; and,

THAT the Old Timers Euchre Group will pay \$800 a year to use the Southwold Keystone Complex main hall and kitchen on Wednesday afternoons when available; and,

THAT these euchre events are sponsored by the Southwold Young at Heart Committee.

CARRIED

REPORT – Economic Development Committee

2026-45 Councillor Emons – Councillor Fellows

RESOLVED THAT the Southwold Economic Development Committee be authorized to oversee and direct all aspects of the Economic Development Plan update project, including issuing an RFP for consulting services, engaging a consultant to develop the plan, acting as the project steering committee, keeping Council apprised of the project activity and recommending adoption of an updated plan.

CAO 2026-02 Activity Report – January 2026

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

CAO 2026-03 Strategic Plan 2025 Update

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

CORRESPONDENCE:

- Fee Waiver Request – Southwold History Committee – Lawrence Station Play

Southwold Township History Committee – Lawrence Station Play Fee Waiver Request

2026-46 Councillor Emons – Councillor Fellows

RESOLVED THAT Council of the Township of Southwold approves the \$1,130.00 fee waiver request submitted by Southwold History Committee for the use of the Keystone Complex on October 28, 29 and 30, 2026 for the Lawrence Station Play.

CARRIED

BY-LAWS:

- By-law No. 2026-11, being a by-law to amend By-law No. 2011-14, 10882 Sunset Road/40684 Talbot Line
- By-law No. 2026-12, being a by-law to appoint Councillors and Ratepayers to various Boards and Committees requiring Council representation and to repeal By-law No. 2025-13
- By-law No. 2026-13, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on February 9, 2026

By-laws

2026-47 Councillor Emons – Councillor Adzija

RESOLVED THAT By-law Nos. 2026-11 and 2026-12, be read a first and second time, considered read a third time and finally passed this 9th day of February, 2026.

CARRIED

OTHER BUSINESS

- ROMA Conference Delegation – MPAC Reassessment
- ROMA Conference Delegation – Resolving Valuation Day Conflict for

CLOSED SESSION:

2026-48 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 **7:34 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) (c) a proposed or pending acquisition or disposition of land by the municipality or local board (Multiple properties)

CARRIED

Adjournment of Closed Session

2026-49 Councillor Fellows – Councillor Adzija

RESOLVED THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:08 p.m.**

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2026-50 Councillor Emons – Councillor Adzija

RESOLVED THAT By-law No. 2026-13 be read a first and second time, considered read a third time and finally passed this 9th day of February, 2026.

CARRIED

ADJOURNMENT:

2026-51 Councillor Adzija – Councillor Fellows

RESOLVED THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **8:09 p.m.**

CARRIED

Original signed by:

Mayor

Grant Jones

Original signed by:

CAO/Clerk

Jeff Carswell