



## THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

### MINUTES

Regular Council Meeting

Monday March 9, 2026

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  
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  
Jeff McArthur, Director of Emergency Services/Fire Chief  
Corey Pemberton, Director of Building and Community  
Services/Chief Building Official  
Evan McKinstry (Virtually) (7:40p.m.)  
June McLarty, Deputy Clerk

---

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

#### **ADDENDUM TO AGENDA:**

5. (b) H. Van Meppelen Scheppink RE: Vote by Mail Election Method

#### **DISCLOSURES:**

Councillor Fellows declared a conflict on item 7a PLA 2026-11, MV 2026-03, 10449 Talbotville Gore Road

## **ADOPTION OF MINUTES:**

### **Council Minutes – Adopt**

#### **2026-70 Deputy Mayor Pennings – Councillor Fellows**

**RESOLVED THAT** the Minutes of the Regular Council Meeting of February 23<sup>rd</sup>, 2026 are hereby adopted.

**CARRIED**

### **Committee Minutes – Review**

#### **2026-71 Councillor Adzija – Councillor Emons**

**RESOLVED THAT** Council had reviewed the Draft Minutes of the Young at Heart Committee Meeting of February 17, 2026, the Draft Minutes of the Communities in Bloom Meeting of February 18, 2026, the Draft Minutes of the Canada Day Committee Meeting of February 18, 2026 and the Draft Minutes of the Southwold Winterfest Committee Meeting of February 25, 2026.

**CARRIED**

## **PLANNING:**

**In attendance: A. Richards (virtual), S. Mitchell (virtual)**

### **Committee of Adjustment Public Hearing**

#### **2026-72 Councillor Fellows – Deputy Mayor Pennings**

**RESOLVED THAT** the regular Council meeting adjourn to sit as a Committee of Adjustment at **7:10 p.m.** to hear applications MV 2026-01, J. Cook, Scotch Line, MV 2026-02, K. Vanderveen, 35491 Stafford Line and S. Mitchell, 10449 Talbotville Gore Road.

**CARRIED**

#### **2026-73 Deputy Mayor Pennings – Councillor Adzija**

**RESOLVED THAT** the meeting of the Committee of Adjustment to hear applications MV 2026-01, J. Cook, Scotch Line, MV 2026-02, K. Vanderveen, 35491 Stafford Line and S. Mitchell, 10449 Talbotville Gore Road adjourns and the regular meeting of council reconvenes at **7:40 p.m.**

**CARRIED**

## **DELEGATION:**

**7:40 p.m. -8:23 p.m.**

### **P. Braam, RE: Stormwater Charges**

Mr. Braam has requested information on the cost of maintenance, billing procedures and the projected costs for drain maintenance. What is done with the revenue from this charge? Why are those who have a quarterly water bill not charged the stormwater fee? The number of houses effected by this charge. The drainage budget for maintenance. Council and staff explained the how the revenues from these charges will be used to replace and maintain the infrastructure. They also explained how a property is affected if maintenance on a drain through the Drainage Act. It is more beneficial for residents to pay a monthly fee than having to pay a large amount at one time.

Ms. H. Van Meppelen Scheppink questioned the move from quarterly water bills to monthly. Mayor Jones responded that with regulations under Asset Management, the municipality is preparing to pay for the replacement of infrastructure.

Ms. L. Addley- Darel questioned the Orchard – Carroll Drain on her property. Mr. Van Oorspronk responded that a further investigation on this drain on this property would need to be done to determine the next steps.

Councillor Emons commented that petitions can be submitted to improve drains.

Mayor Jones commented that residents won't receive a one-time charge for drain maintenance.

Deputy Mayor Pennings commented that municipalities plan to replace water systems and these costs have gone up more than anticipated. Rates were adjusted to replace these systems.

Mayor Jones reported that staff would provide additional responses to Mr. Braams questions.

**8:24 p.m. -9:03 p.m.**

### **H. Van Meppelen Scheppink RE: Vote by Mail Voting Method**

Ms. Van Meppelen Scheppink voiced her concerns on mail- in voting. She would like to see in-person voting due to fraudulent voting. Mayor Jones commented that the last 3 elections were done with mail-in voting, there has been an increase in voting, and it can be done in person. Mr. Carswell commented that any election has the potential for fraud.

Some municipalities have moved to on-line voting. There are procedures in place, so people aren't voting twice. This is an efficient way to conduct an election but none of them are perfect.

Ms. Van Meppelen Scheppink commented on the need to do in-person voting. There is no need for anymore corruption.

Deputy Mayor Pennings that no system is with out corruption. There have no complaints about using this method of voting. It gives the opportunity for those to don't drive to vote. There is the opportunity for residents of Elgin Manor and Royal Oak to vote.

Ms. Van Meppelen Scheppink commented on fraud with federation and provincial elections, the counting of votes. Mr. Carswell reported that the votes are counted by tabulators. The tabulators are more accurate as sometimes people can make mistakes, and it takes longer to count the votes. There was no issue with the last election. Mr. Carswell also commented that processes are in place to make sure everything is secure. Staff will be posting to the Township's website election information.

**Break 9:03 p.m. - 9:20 p.m.**

## **DRAINAGE**

### **2026-74 Councillor Emons - Adzija**

**RESOLVED THAT** Council proceeds with the Bowlby-Futcher Drain 2025 drainage works and it instructs the Clerk to send notice as required under Section 41(1) of the Drainage Act of its intention to proceed; and

**THAT** the Meeting to Consider the Report of Bowlby-Futcher Drain 2025 will be held at the regular Council meeting on April 13, 2026 at 7:00 p.m.; and,

**THAT** affected property owners will be able to attend this meeting either via a WebEx virtual meeting or telephone conference or in person.

**CARRIED**

## **REPORTS:**

### **FIR 2026-04 Activity Report - January and February 2026**

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

**FIR 2026-05 2025 Incident Report**

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

**CBO 2026-07 Activity Report – February 2026**

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

**IDS 2026-06 Activity Report – February 2026**

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

**IDS 2026-07 Recommended Planning Fees**

**2026-75 Deputy Mayor Pennings – Councillor Pennings**

**RESOLVED THAT** Council approve and adopt the recommended planning fees as outlined in Appendix "A"; and

**THAT** Council pass Bylaw No. 2026-19 being an amendment to By-Law No. 2025-30

**CARRIED**

**IDS 2026-08 Parks and Trails Master Plan**

**STAFF DIRECTION**

Staff was directed by Council to present the Parks and Trails Master Plan to the Township’s Parks and Keystone Complex Committees for their review.

**IDS 2026-09 Street Naming Registry**

**2026-76 Councillor Emons – Deputy Mayor Pennings**

**RESOLVED THAT** Council adopt Appendix "A" – Municipal Street Names Registry attached to this report and further the Municipal Street Names Registry be appended as amended to Policy GP-03-01 - Township Road Naming Policy contained within By-law 2024-40, The Civic Addressing and Highway Naming By-law.

**CARRIED**

## **IDS 2026-10 Bowlby-Futcher Drain 2025 CSX Agreement**

### **2026-77 Councillor Fellows – Deputy Mayor Pennings**

**RESOLVED THAT** Council directs the Mayor and Chief Administrative Officer/Clerk to execute the CSX Transportation Inc. Facilities Encroachment Agreement pertaining to the Main Drain Closed Portion of the Bowlby-Futcher Drain 2025 crossing on CSX property.

**CARRIED**

## **FIN 2026-08 Development Charges Summary Report**

### **2026-78 Councillor Emons – Deputy Mayor Pennings**

**RESOLVED THAT** Council receive Report No. FIN 2026-08 prepared in accordance with Section 12 of O.Reg.82/98 of the Development Charges Act, 1997; and,

**THAT** Council approve the balance of \$43,995.34 from the Former DC Charges By-Law be applied to outstanding DC Study Costs of \$65,179.56.

**CARRIED**

## **CAO 2026-05 Activity Report – February 2026**

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

## **CAO 2026-06 2026 Municipal Election**

### **2026-79 Councillor Adzija – Councillor Emons**

**RESOLVED THAT** Council pass draft By-law 2026-20 Alternative Voting Method (Vote By Mail), listed in the By-laws Section of the March 9, 2026 Council Agenda; and,

**THAT** Council pass draft By-law 2026-21 Recount Policy in the By-laws Section of the March 9, 2026 Council Agenda; and,

**THAT** Council pass draft By-law 2026-22 Delegation of Authority for Restricted Acts, listed in the By-laws Section of the March 9, 2026 Council Agenda.

**CARRIED**

## **Elgin County Council Highlights February 24, 2026**

Grant Jones, Mayor presented this report to Council for information purposes.

## **CORRESPONDENCE:**

- Ministry of Finance RE: ROMA Delegation, Property Tax Reassessments and Appeals
- Township of Papineau-Cameron RE: Ontario Veterinary College
- Township of Southgate RE: Support Bill 21, Protect Our Food Act, 2025
- Lake Erie North Shore Resilience Open Houses

Council reviewed the items under Correspondence.

## **BY-LAWS:**

- By-law No. 2026-19, being a by-law to amend User Fees – Planning Fees By-law No. 2025-30
- By-law No. 2026-20, being a by-law to authorize the “Vote by Mail” Method and authorize use of vote-counting equipment and repeal By-law 2021-40
- By-law No. 2026-21, being a by-law to adopt a Municipal Election Recount Policy and to repeal By-law 2022-16
- By-law No. 2026-22, being a by-law to delegate authority for restricted acts during a “Lame Duck” period and to repeal By-laws 2022-14 and 2022-73
- By-law No. 2026-23, being a by-law to enter into an agreement with CSX Transportation Inc.
- By-law No. 2026-24, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on March 9, 2026

## **By-laws**

### **2026-80 Councillor Fellows – Deputy Mayor Pennings**

**RESOLVED THAT** By-laws Nos. 2026-19, 2026-20, 2026-21, 2026-22, and 2026-23, be read a first and second time, considered read a third time and finally passed this 9<sup>th</sup> day of March, 2026.

**CARRIED**

**CLOSED SESSION:**

**2026-81 Councillor Emons – 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 **10:27 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)
- 239(2) (b) personal matters about an identifiable individual, including municipal or local board employees;

**CARRIED**

**Adjournment of Closed Session**

**2026-82 Councillor Emons – Deputy Mayor Pennings**

**RESOLVED THAT** Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **10:57 p.m.**

**CARRIED**

**STAFF DIRECTION**

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

**Confirmation By-law**

**2026-83 Councillor Emons – Councillor Adzija**

**RESOLVED THAT** By-law No. 2026-24 be read a first and second time, considered read a third time and finally passed this 9<sup>th</sup> day of March, 2026.

**CARRIED**

**ADJOURNMENT:**

**2026-84 Councillor Adzija – Deputy Mayor Pennings**

**RESOLVED THAT** Council for the Township of Southwold adjourns this Regular meeting of Council at **10:57 p.m.**

**CARRIED**

Original signed by:

---

Mayor  
Grant Jones

Original signed by:

---

CAO/Clerk  
Jeff Carswell