



THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday May 25, 2026
7:00 p.m. Council Chambers, Fingal/Via Video Link

COUNCIL PRESENT: Mayor Grant Jones
Deputy Mayor Justin Pennings
Councillor John Adzija
Councillor Sarah Bod
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
(virtually) (left at 8:04 p.m.)
Michela Testani, Junior Planner (left at 7:58 p.m.)
June McLarty, Deputy Clerk

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

Council acknowledged that Councillor Sarah Emons is now known as Councillor Sarah Bod.

CONFIRMATION/ADDENDUM TO AGENDA:

2026-164 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT the agenda for the May 25th, 2026 meeting of the Council of the Township of Southwold be approved.

CARRIED

DISCLOSURES: None

ADOPTION OF MINUTES:

Council Minutes – Adopt

2026-165 Deputy Mayor Pennings – Councillor Adzija

RESOLVED THAT the Minutes of the Regular Council Meeting of May 11th, 2026 are hereby adopted; and,

THAT the minutes of the Court of Revision for the Bowlby-Futcher Drain 2025 are hereby adopted.

CARRIED

Committee Minutes – Review

2026-166 Councillor Fellows – Councillor Bod

RESOLVED THAT Council had reviewed the Draft Minutes of Economic Development Committee Meeting of April 23, 2026 and the Draft Minutes of the Young at Heart Committee Meeting of May 14, 2026

CARRIED

DRAINAGE:

Appointment of Engineer – Lewis Drain

2026-167 Councillor Adzija – Councillor Bod

RESOLVED THAT Council receive the request for a major improvement under Section 78(1) of the Drainage Act for the Lewis Drain and has decided to proceed with the project; and,

THAT staff received confirmation from Jason Homewood, Lower Thames Valley Conservation Authority on April 22, 2026, that an environmental appraisal under Section 78(2) of the Drainage Act would not be required, if Council decided to proceed with the project; and

THAT Council now appoints the engineering firm Spriet Associates to prepare the necessary reports: and,

THAT notice will be sent to all required to be notified under the Drainage Act of Council's actions.

CARRIED

REPORTS:

CBO 2026-15 By-law Enforcement Policy

2026-168 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT Council approve By-law No. 2026-40, being a By-law to adopt the Municipal Law Complaint & Enforcement Policy for the Township of Southwold; and,

THAT the Municipal Law Complaint & Enforcement Policy attached to By-law No. 2026-40 be adopted as the official policy governing municipal law enforcement administration within the Township of Southwold.

CARRIED

IDS 2026-23 Review of By-law No. 2025-44, Integrated Water Systems Management By-law

2026-169 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT Council direct staff to prepare amendments to By-law 2025-44, the Integrated Water Systems Management By-law, based on Option 2.

Option 2: Amend the language as above but add a further exemption clause specifying the residents on Talbotville Gore Rd, Shady Lane Cr. and Greenpark Dr., that received a stub as part of capital projects prior to 2025, have an indefinite deferral to connect to the system, subject to the inspection conditions applied through the bylaw. Collection of the capital base charge would remain subject to the 2-year deferral from the date of the by-law passing (ie. will be imposed starting in July 2027) or when the property connects to the system, whichever is earlier.

CARRIED

PLANNING:

MV 2026-04, Edward Street

2026-170 Councillor Bod – Councillor Adzija

RESOLVED THAT the regular Council meeting adjourn to sit as a Committee of Adjustment at **7:30 p.m.** to hear application MV 2026-04, Firm Foundation Holdings Inc, Edward Street.

CARRIED

MV 2026-04 Adjournment of Public Hearing

2026-171 Councillor Fellows – Councillor Adzija

RESOLVED THAT the meeting of the Committee of Adjustment to hear application MV 2026-04, Firm Foundation Holdings Inc. Edward Street adjourns, and the regular meeting of council reconvenes at **7:58 p.m.**

CARRIED

REPORTS:

CAO 2026-11 Elgincentives Community Improvement Plan

2026-172 Deputy Mayor Pennings – Councillor Fellows

RESOLVED THAT By-Law Number 2026-38, being a by-law to designate a Community Improvement Project Area, be presented for enactment; and,

THAT By-Law Number 2026-39, being a by-law to adopt the 2026 Elgincentives Community Improvement Plan, be presented for enactment.

CARRIED

Elgin County Council Highlights May 12, 2026

Mayor Jones presented this report to Council for information purposes.

CORRESPONDENCE:

Royal Canadian Legion Ontario Command Military Service Recognition Book Ad

2026-173 Councillor Fellows – Deputy Mayor Pennings

RESOLVED THAT Council of the Township of Southwold agrees to the placement of a business card size ad in the Royal Canadian Legion Ontario Command Military Service Recognition Book to help to honor Ontario's Veterans at a cost of \$395.00 (HST included).

CARRIED

BY-LAWS:

- By-law No. 2026-38, being a by-law to designate a Community Improvement Project Area
- By-law No. 2026-39, being a by-law to adopt a Community Improvement Plan
- By-law No. 2026-40, being a by-law to adopt a Municipal Law Complaint and Enforcement Policy
- By-law No. 2026-41, being a by-law to amend User Fees – By-law Enforcement
- By-law No. 2026-42, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on May 25, 2026

By-laws:

2026-174 Councillor Adzija – Councillor Bod

RESOLVED THAT By-laws Nos. 2026-38, 2026-39, 2026-40 and 2026-41, be read a first and second time, considered read a third time and finally passed this 25th day of May, 2026.

CARRIED

CLOSED SESSION

2026-175 Councillor Bod – 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 **8:12 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

2026-176 Councillor Adzija – Councillor Fellows

RESOLVED THAT Council of the Township of Southwold adjourns the Closed Session of the Regular Council meeting at **8:39 p.m.**

CARRIED

STAFF DIRECTION

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

Confirmation By-law

2026-177 Councillor Bod – Deputy Mayor Pennings

RESOLVED THAT By-law No. 2026-42, be read a first and second time, considered read a third time and finally passed this 25th day of May, 2026.

CARRIED

ADJOURNMENT:

2026-178 Deputy Mayor Pennings – Councillor Adzija

RESOLVED THAT Council for the Township of Southwold adjourns this Regular meeting of Council at **8:40 p.m.**

CARRIED

Original signed by:

Mayor
Grant Jones

Original signed by:

CAO/Clerk
Jeff Carswell