THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday April 8th, 2019
7:00 p.m. Council Chambers, Fingal

PRESENT: G. Jones
        Deputy Mayor: R. Monteith
        Councillors: S. Emons
                      P. North
                      J. Pennings

ALSO PRESENT: Lisa Higgs, CAO/Clerk
              Kim Grogan, Treasurer (7:00 p.m.– 10:05 p.m.)
              Paul Van Vaerenbergh, Public Works Superintendent (7:00 – 9:17 p.m.)
              Brent Clutterbuck, Drainage Superintendent (7:00 p.m.– 8:50 p.m.)
              Heather James, Planner (7:00 p.m.– 7:40 p.m.)
              Jeff McArthur, Fire Chief (7:00 p.m.– 9:17 p.m.)
              Corey Pemberton, Chief Building Official (7:25 p.m.– 8:40 p.m.)
              June McLarty, Administrative Assistant (7:00 p.m.– 10:05 p.m.)

ADDENDUM TO THE AGENDA:

8. REPORTS:

   (s) Report from the Public Works Superintendent RE: Parks Trailer

12. CLOSED SESSION:

   (b) 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 Development

DISCLOSURES: Councillor North declared a conflict on item 6b – Turville Drain #2

ADOPTION OF MINUTES:

Councillor Emons noted that the March 25th meeting minutes should be corrected to such that,
under Other Business and the report on the Landfill Liaison Committee Minutes, it should have
read that flare three is on online.
THAT the Minutes of the Regular Council Meeting of March 25, 2019 are hereby adopted as amended.

THAT the minutes of the Southwold Young at Heart Committee Meeting of March 12th, 2019 are hereby adopted.

THAT Council of the Township of Southwold award the contract for the construction of the Hutchinson Drain 2018 to A.G. Hayter Contracting Ltd for a total cost of $31,940.00 +HST and instructs the Mayor and Clerk to sign the tender contract.

THAT Council of the Township of Southwold award the contract for the construction of the Wonderland Road South Drains to Robinson Farm Drainage Limited for a total cost of $927 485.65 including HST and instructs the Mayor and Clerk to sign the tender contract.

THAT Council of the Township of Southwold with regard to the proposed severance application file E 25/19 for a surplus farm dwelling hereby waives the requirement for an Environmental Impact Study on the proposed retained parcel.
AND THAT the Council of the Township of Southwold recommend approval to the County of Elgin Land Division Committee of the proposed severance application file E 25/19 subject to the following conditions:

i) That the proposed retained parcel be rezoned;

ii) That a septic system assessment be conducted on the severed parcel to ensure that the lands are suitable for a privately owned and operated septic system;

iii) That a new private hydro service be installed for the severed parcel and all hydro lines and connections that cross private lot lines be removed, to the satisfaction of the Chief Building Official;

iv) Drainage re-apportionments, and payment therefore;

v) That a mutual drain agreement be provided;

vi) That all financial obligations to the Township of Southwold be paid in full;

vii) That an electronic copy (Adobe PDF) of the registered survey has been provided to the Township; and,

viii) That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Township.

CARRIED

7:20 p.m. Zoning By-law Amendment – S and M Jones – 5694 Jones Road

2019-161  Councillor Emons – Councillor Pennings  Public Mtg. ZBA 2019-03

THAT Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider an application to amend the zoning on a property owned by Stephen and Marion Jones.

CARRIED

Heather James presented her report to council. No questions were asked from the public or Council.

2019-162  Deputy Mayor Monteith – Councillor Pennings  ZBA 2019-03

THAT Council of the Township of Southwold approve the proposed Zoning By-law Amendment ZBA 2019-03 in accordance with the site-specific By-law attached.

CARRIED
THAT the public meeting to consider an application to amend the zoning on a property owned by Stephen and Marion Jones ends at 7:27 p.m.

CARRIED

Proposed Consent Application S. David 35744 Talbot Line
Planner Heather James presented her report to Council. Councillor Pennings questioned the zoning on the 1 ft by 1 ft parcel. Ms. James replied that it is R1, but that since it will be owned by the Municipality, it is not required to comply with the Zoning By-Law.

THAT the Council of the Township of Southwold recommend approval to the County of Elgin Land Division Committee of the proposed severance application subject to the following conditions:

i) That all financial obligations to the Township of Southwold be paid in full;

ii) That a 0.09 sq. metre parcel of land, identified as Part 1 on RP 11R-10099 be deeded to the Township of Southwold at the expense of the owner;

iii) That drainage reapportionment if necessary and payment therefore;

iv) That an electronic copy (Adobe PDF) of the registered survey has been provided to the Township;

v) That the proposed severed parcel become joined to and placed in the same title as the abutting property to the south, 35668 Talbot Line; and,

vi) That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Township

CARRIED

DELEGATIONS:

7:40 p.m. – 8:29 p.m. Warden Duncan McPhail and Julie Gonyou, CAO, County of Elgin
Elgin County Services 2019 and Beyond
Warden McPhail and Ms. Gonyou provided an overview of the services that are offered by the County.

Building Fees- 8:30 p.m. – 8:35 p.m.
This delegation was included as part of the fee of service report from Treasurer Kim Grogan.
REPORT:

Fee for Service Update

2019-165 Deputy Mayor Monteith – Councillor Pennings Fee for Service Update

THAT Council receives report 2019-23 Fee for Service Update and endorses By-law 2019-26

CARRIED

Break 8:34 p.m. - 8:41 p.m.

DRAINAGE:

Horton Drain Tender Results

2019-166 Councillor Pennings – Councillor Emons Horton Drain Tender Results

THAT Council of the Township of Southwold award the contract for the construction of the Horton Drain to Robinson Farm Drainage Ltd for a total cost of $685,729.20 including HST and instructs the Mayor and Clerk to sign the tender contract.

CARRIED

REPORTS:

Activity Report from Drainage Superintendent.
Drainage Superintendent Brent Clutterbuck presented his report to Council. He reported that the reports on the Barber drain and Williams drains will be coming soon

Activity Report from Fire Chief
Fire Chief Jeff McArthur presented his report to Council. He also reported that a group from Big Brothers and Sisters recently were out for a tour of the fire hall. He also reported that April 27th will be the first on two overnight closures on the 401.

Talbotville Fire Station Replacement
Council discussed a proposal of committee members for the technical advisory committee and directed staff to bring a subsequent report recommending that staff provide recommendations on community member selection criteria.

2019-167 Deputy Mayor Monteith – Councillor Pennings Talbotville Fire Station Replacement

THAT the report on the Talbotville Fire Station Replacement be tabled until more information can be obtained.

CARRIED

Activity Report from Public Works Superintendent
Council reviewed this report. No questions were asked.
Tender Results Supply and Delivery of Granular Materials

2019-168  **Councillor Emons – Deputy Mayor Monteith**  Supply and Delivery Granular Material Tender Results

THAT Council awards the Supply and Delivery of Granular Materials to Streib Trucking Ltd in the amount of $179,225.00 (plus HST)

CARRIED

Dust Suppressants

2019-169  **Councillor Pennings – Deputy Mayor Monteith**  Dust Suppressants

THAT Council accepts the quote of $0.242 from Da-Lee dust control and further directs the Public Works Superintendent to proceed with purchase.

CARRIED

Parks Trailer

2019-170  **Deputy Mayor Monteith – Councillor North**  Parks Trailer

THAT Council receives report PWS 2019-18 Parks Trailer and provide direction to staff on how to proceed.

CARRIED

**STAFF DIRECTION**
Council directed staff to purchase the 16' aluminum trailer at a cost of $4,859.04, net HST.

Transfer to Reserve

2019-171  **Deputy Mayor Monteith – Councillor Emons**  Transfer to Reserve

THAT Council approve the transfer of the following year end balances to reserve at December 31, 2018:

- $ 1,188.30  to Fire Prevention Reserve
- $ 534.00  to Economic Development Reserve-for Communities in Bloom
- $ 330.49  to Economic Development Reserve-for Southwold by Tractor
- $ 7,289.43  to Economic Development Reserve-for Economic Development
- $  80.52  to Economic Development Reserve-for History Committee
- $ 3,101.34  to Economic Development Reserve-for Family Day/Winterfest
- $3,306.40  to Policing Reserve.

CARRIED

**Fingal Ball Park Improvements**
Treasurer Kim Grogan presented her report to Council. She provided an update on the multi-year project.
Councillor Pennings – Councillor North  

Fingal Ball Park Improvements

THAT Council receive report FIN 2019-24 for information and direct staff to proceed with dugout installation on the new ball diamond in Fingal to a maximum threshold cost of $21,375.74.

CARRIED

STAFF DIRECTION
Council directed staff to proceed with the installation of the dugout fencing.

Activity Report – Chief Building Official
Council reviewed this report. No questions were asked.

Activity Report – CAO
Council reviewed this report.

Sick Days
CAO/Clerk Lisa Higgs presented her report to council.

2018 Municipal Election Summary Report
Council reviewed this report from CAO/Clerk Lisa Higgs.

2019-173 Councillor Emons – Councillor Pennings

2018 Municipal Election

THAT Council receives this report as information.

AND THAT the additional costs of $967.21 over the budget for the election be funded from the Election Reserve.

CARRIED

Economic Development Committee – New Direction

2019-174 Councillor Pennings – Councillor Emons

EDC - New Direction

THAT Council receives this report for information;

AND THAT Council authorize proceeding with contracting a strategic plan to be developed for the Economic Development Committee

CARRIED

Talbotville Waste Water Connections
CAO/Clerk Lisa Higgs presented a report to council recommending that Council proceed with a sewer use and connection by-law which will address timing, connecting, the financial obligations, conditions for severed lots, and financial options. Ms. Higgs emphasized a need for mandatory connection policies.

STAFF DIRECTION
Council directed staff to draft a by-law for the sewer connection and sewer use.
2019-175  Councillor Pennings – Deputy Mayor Monteith

THAT Council receive the 2018 Annual Waste Water Treatment Plant Operations Report for information and direct staff to post the reports on the Township’s website.

CARRIED

County Council Highlights
Mayor Jones reported that at the last County Council meeting discussions were had regarding development charges at the County level. More details will be brought back at a later date.

CORRESPONDENCE:
Council reviewed the item under correspondence

BY-LAWS:
Councillor North vacated his seat.

2019-176  Deputy Mayor Monteith – Councillor Pennings

THAT By-law No. 2019-09, be read a third and final time.

CARRIED

Councillor North returned to his seat.

2019-177  Councillor Emons – Councillor North


CARRIED

2019-178  Councillor Emons – Councillor Pennings


CARRIED
CLOSED SESSION:

2019-179 Deputy Mayor Monteith – Councillor Pennings  Closed Session

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at 10:02 p.m. in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters:

- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239 (2) (b)) – Part-time Staff
- 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 Development

CARRIED

STAFF DIRECTION
Staff was given direction from Council on the items that were discussed in the Closed Session.

AJOURNMENT:

2019-180 Deputy Mayor Monteith – Councillor Pennings  Adjournment

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at 10:30 p.m.

CAO/Clerk
Lisa Higgs

Mayor
Grant Jones