1. CALL TO ORDER

2. ADDENDUM TO AGENDA

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES
   (a) Minutes of Special Council Meeting of January 9, 2020, Regular Council Meeting of January 13, 2020 and Special Council Meeting of January 15, 2020
   (b) Minutes of the Zero Waste Committee Meeting of November 20, 2019.

5. DELEGATION

6. DRAINAGE
   (a) Minutes of the Court of Revision Meeting of March 25, 2019 for the Lindsay Drain 2019
   (b) Minutes of the Court of Revision Meeting of October 28, 2019 for the Lindsay Drain Branch M 2019

7. PLANNING
   No Business

8. REPORTS
   (a) Report from the CAO/Clerk RE: Southwold Water Distribution System Resiliency Test
   (b) Report from the CAO/Clerk RE: Settlement Area Public Information Centre
   (c) Report from the CAO/Clerk RE: Ontario Job Site Challenge – Ford Lands Application
   (d) Report from the CAO/Clerk RE: Talbotville Park Design
   (e) Report from the Mayor RE: County Council Highlights January 14, 2020 Meeting.

9. CORRESPONDENCE
   (a) Correspondence from OWDCP – Andrews – Kill Date October 22, 2019
   (b) Waiver of Fee request – Shedden Soccer
   (c) Waiver of Fee request – Elgin Amateur Radio Society
10. **BY-LAWS**

   (c) By-law No. 2020-07, being a by-law to amend the assessment schedule of By-law No. 2018-48 based on actual costs incurred for the reconstruction and extension of the Daugherty Drain 2018.

   (d) By-law No. 2020-08, being a by-law to amend the assessment schedule of By-law No. 2018-53 based on actual costs incurred for the improvement of the Hutchinson Drain 2018.

   (e) By-law No. 2020-09, being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 15th, 2020, January 23rd, 2020 and January 27th, 2020

11. **OTHER BUSINESS** *(For Information Only)*

   (a) Township of Wainfleet RE: Disaster Recovery Assistance Program

12. **CLOSED SESSION**

   (a) Litigation or potential litigation, including matters before the administrative tribunals, affecting the municipality or local board (section 239 (2) (e) – (2 items)

   Facility Warranty Update #2 and Legal Advice (Civil Matter)

   (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)) – Land Contract

13. **ADJOURNMENT:**

    **NEXT BUDGET MEETING OF COUNCIL**
    **THURSDAY JANUARY 30, 2020 @ 4:00 P.M.**
    Council Chambers, Fingal

    **NEXT BUDGET MEETING OF COUNCIL**
    **MONDAY FEBRUARY 3, 2020 @ 4:00 P.M.**
    Council Chambers, Fingal

    **NEXT REGULAR MEETING OF COUNCIL**
    **MONDAY FEBRUARY 10, 2020 @ 7:00 P.M.**
    Council Chambers, Fingal
THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting
For the purpose of Budget Deliberations, Correspondence and By-law
Thursday January 9, 2020
4:00 p.m., Council Chambers, Fingal

PRESENT: Mayor G. Jones
Councillors: S. Emons

P. North
J. Pennings

ALSO PRESENT: Katherine Thompson, CAO/Clerk
Lisa Higgs, Assistant CAO/Clerk
Jeff Carswell, Treasurer
Paul Van Vaerenbergh, Public Works Superintendent
Jeff McArthur, Fire Chief
Corey Pemberton, Chief Building Official.

ABSENT: Deputy Mayor R. Monteith

DISCLOSURES:
There were no disclosures made.

REPORT

OTHER BUSINESS

(a) 2020 Budget Deliberations
- Operating and Capital Budget

Tab 1 – Introduction

The Treasurer provided an overview of the budget including information regarding service levels, inflationary increases, cash requirements and reserve contributions and asset management. He also provided an overview of the sections contained in the budget binder and explained the key numbers involved in the budget analysis (tax rate, levy increase, impact on average assessed home).

Tab 2 – Net Levy
Council reviewed the Net Levy section of the 2020 budget.

Tab 3 - Other Revenue and Expenses
Council reviewed Other Revenue and Expenses section of the 2020 budget.
Tab 4 – Council

Council requested that the fee waivers costs be removed from the Council section and included in a different section so that the Council section can reflect only Council costs. It was recommended that these numbers be included in the Keystone Complex budget so that it can be accurately reflected as to what the costs of free rentals is to the operation of the Keystone budget.

Training costs were an item Council wanted to consider more.

Tab 5 – Administration

Council is not supportive of the road-side informational sign in front of the Township.

There were questions regarding the $25,000 contribution to the Administration Building Reserve. This reserve funds future replacement of flooring, H-VAC systems, drywall etc. as needed in the future.

Tab 6 – Municipal Property

Council suggested keeping rent for all tenants to a 2% increase across the board. Corey and Jeff will bring back prices for leaky windows at the Medical building which would be funded from reserves.

Tab 7 – Fire Department

There were questions about the projections for cost on the new Talbotville firehall and where these estimates have come from.

Building repairs include – hot water heater in Shedden, generator maintenance, snow removal

Fire department tablets - can we ask Greenlane for this?

When the surplus firetruck sells where does the money go? Fire Truck reserve fund.

There was discussion regarding lowering the Fire Reserve contribution to reduce the levy. Jeff cautioned against reducing reserve contributions for future asset replacement; however, this is an area where Councillors could reduce amounts and reduce levy contributions.

Tab 8 – Police

Council reviewed the Police section of the 2020 budget.

Tab 9 – Building Department

The CBOs truck is no longer functional, and he needs it to do his daily inspections. Council authorized staff to tender for the truck replacement. Council also approved the e-volta software purchase which will make the building permit process easier for builders and allow the CBO to provide a quicker turn around time to builders.

2020-001 Councillor North – Councillor Emons

Building Department Purchases

THAT staff have permission to tender for the truck and proceed with the e-volta software purchases

CARRIED
Tab 10 – Conservation Authority
Council reviewed the Conservation Authority section of the 2020 budget.

Tab 11 – By-law, Canine, Livestock
Council reviewed the By-law, Canine and Livestock section of the 2020 budget.

CORRESPONDENCE

2020-002 Councillor Pennings – Councillor Emons

VON – Waiver of Fees
THAT Council of the Township of Southwold approves the waiver of fees for the VON Smart Exercise Classes and the Congregate Dining Events for the year ending December 31st, 2020.

CARRIED

2020-003 Councillor North – Councillor Pennings

Golden Acres Chapter #305
Order of Eastern Star
Fee Reduction Request

THAT Council of the Township of Southwold approves the rental fee of $100.00 for the monthly meetings of the Golden Acres Chapter # 305 – Order of the Eastern Star until December 31st, 2020.

CARRIED

2020-004 Councillor Emons – Councillor North

Scouts Waiver of Fees

THAT Council of the Township of Southwold approves the waiver of fees for the monthly meetings of the Scouting program, Scouts Canada for the year ending December 31st, 2020.

CARRIED

BY-LAW

2020-005 Councillor Emons – Councillor Pennings

Committee of Adjustment By-law

THAT By-law No. 2020-01, being a by-law to appoint a committee of adjustment be read a first and second time, considered read a third time and finally passed this 9th day of January 2020.

CARRIED

ADJOURNMENT

2020-006 Councillor Pennings – Councillor North

Adjournment

THAT Council of the Township of Southwold adjourns this Special Budget meeting of Council at 7:01 p.m.

CARRIED

______________________________  ______________________________
Clerk  Mayor
Katherine Thompson  Grant Jones
THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Regular Council Meeting
Monday January 13, 2020
7:00 p.m. Council Chambers, Fingal

PRESENT: Mayor G. Jones

Councillors: S. Emons
P. North
J. Pennings

ALSO PRESENT: Katherine Thompson, CAO/Clerk
Lisa Higgs, Assistant CAO/Clerk
Jeff Carswell, Treasurer (7:00 p.m.– 8:07 p.m.)
Public Works Superintendent, Paul Van Vaerenbergh (7:00 p.m.– 7:15 p.m.)
Drainage Superintendent, Brent Clutterbuck (7:00 p.m.– 7:20 p.m.)
Fife Chief, Jeff McArthur (7:00 p.m.– 7:15 p.m.)
Heather James, Planner (7:20 p.m.– 7:57 p.m.)
June McLarty, Administrative Assistant (7:00 p.m.- 8:07 p.m.)

ABSENT: Deputy Mayor R. Monteith

________________________________________________________________________

ADDENDUM TO THE AGENDA: None

DISCLOSURES:

There were no disclosures.

ADOPTION OF MINUTES:

The mover and seconder were corrected on Resolution 2019-444.

2020-007 Councillor Pennings – Councillor North

THAT the Minutes of the Regular Council Meeting of December 9, 2019 are hereby adopted as amended.

CARRIED

2020-008 Councillor Pennings – Councillor Emons

THAT the Minutes of the Southwold Young at Heart Meeting of December 3, 2019 are hereby adopted.

CARRIED

Mayor Jones commented on the wonderful Christmas dinner the Southwold Young at Heart Committee hosted.
REPORTS:

Activity Report from Drainage Superintendent
Drainage Superintendent Brent Clutterbuck presented his report to Council. He also reported that he has completed the training for drainage grant applications and the deadlines for submission have been extended as a result of this training.

Activity Report from the Fire Chief
Fire Chief Jeff McArthur presented his report to Council. He also reported that a study is to be completed for long term widening and concrete barriers on the 401. This study will also address emergency access. Fire Chief McArthur is also requesting Council direction for the future of the used fire pumper.

Activity Report from the Public Works Superintendent
Public Works Superintendent Paul Van Vaerenbergh presented his report to Council. He reported that after doing some research, the old pumper truck would not be suitable as a plow truck. He suggested that maybe it can be donated to a municipality that is need of a pumper truck or we can try and sell it.

2020-009  Councillor Pennings – Councillor North
Used Fire Pumper

THAT the used fire pumper be placed on the gov deals website with a reserve bid.

CARRIED

Activity Report from the Chief Building Official
This report was presented to Council.

Yearend Report from the Chief Building Official
This report was presented to Council.

DRAINAGE:

7:15 p.m. Court of Revision - South Talbotville Drain 2019

In attendance: A. Caranci and associate

2020-010  Councillor Emons – Councillor Pennings
Court of Revision
South Talbotville Drain 2019

THAT Councillor Emons, Councillor Pennings and Mayor Grant Jones as chair be appointed to the Court of Revision for the South Talbotville Drain 2019.

AND THAT the regular meeting of Council adjourns at 7:15 p.m. to form the Court of Revision for the South Talbotville Drain 2019.

CARRIED

Councillor North vacated his seat for the Court of Revision.

2020-011  Councillor Emons – Councillor Pennings
Adjournment of Court of Revision

THAT the Court of Revision for the South Talbotville Drain 2019 adjourns at 7:19 p.m.;
AND THAT the regular meeting of Council reconvenes.  

Councillor North returned to his seat.  

REPORTS:  

Activity Report from the CAO/Clerk
CAO/Clerk Katherine Thompson presented her report to Council.

2020-012 Councillor North – Councillor Emons

Fencing By-law

THAT Council receive the report on the draft Fencing By-law as information;  

AND THAT Council give consideration to By-law 2019-77 included as part of the January 13th, 2020 agenda.  

CARRIED

2020-013 Councillor Pennings – Councillor North

By-law

THAT Council consider the approval of a by-law to authorize borrowing, the interim tax levy by-law and a by-law to appoint a Deputy Treasurer.  

CARRIED

County Council Highlights
Mayor Jones presented this report to Council. He also reported that Brian Lima, County of Elgin Engineer is working on a Phragmites agreement with the lower tier municipalities.

PLANNING:

7:30 p.m. Zoning By-law Amendment Brooymans Farms Ltd C/O Amy Dale, 5746 and 5758 Union Road

In attendance: R. Brooymans

2020-014 Councillor North – Councillor Emons

Public Mtg. ZBA 2019-12
Brooymans Farms Ltd.

THAT Council of the Township of Southwold now sits as a public meeting under the Planning Act to consider an application to amend the property owned by Brooymans Farms Ltd C/O Amy Dale, Solicitor.  

CARRIED

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

2020-015 Councillor North – Councillor Pennings

ZBA 2019-12

THAT Council for the Township of Southwold approve the proposed Zoning By-law Amendment ZBA 2019-12 in accordance with the site-specific By-law attached.  

CARRIED

2020-016 Councillor Pennings – Councillor North

Adjournment of Public Meeting
THAT the public meeting to consider an application to amend the zoning on the property owned by Brooymans Farms Ltd C/O Amy Dale, Solicitor ends at 7:36 p.m.

CARRIED

7:45 p.m. Committee of Adjustment – Minor Variance Application MV 2019-06 K. Wiebe, 10207 Sunset Road

In attendance: A. Barker, K. Wiebe

2020-017 Councillor North – Councillor Pennings Committee of Adjustment Mtg.

THAT the regular Council meeting adjourn to sit as a Committee of Adjustment to hear minor variance applications MV 2019-06, filed by Kevin Wiebe at 7:45 p.m.

CARRIED

2020-018 Councillor North – Councillor Pennings Adjournment of Committee of Adjustment Mtg.

THAT the Committee of Adjustment meeting to hear application MV 2019-06, filed by Kevin Wiebe ends at 7:57 p.m.

AND FURTHER THAT the regular meeting of Council reconvenes.

CARRIED

CORRESPONDENCE:

City of St. Thomas Transportation Proposal

The City of St. Thomas is requesting Southwold Council’s support for a proposed pilot project that would see a bus route transporting residents from the City of St. Thomas to London with stops in Aylmer and Port Stanley. Council discussed this proposal and supported it in principle with the hope that the plan could expand to include all of the County. Mayor Jones reported to Council that Warden Mennill and himself will be presenting this proposal to the Minister of Transportation at the ROMA Conference.

2020-019 Councillor Emons – Councillor Pennings City of St. Thomas Transportation Proposal

THAT Council of the Township of Southwold supports the transportation proposal brought forward from the City of St. Thomas.

CARRIED

2020-020 Councillor Emons – Councillor Pennings RCL Military Service Recognition Book Ad

THAT Council of the Township of Southwold agrees to the placement of an ad in the Royal Canadian Legion Ontario Command Military Service Recognition Book to help to honor Ontario’s Veterans at a cost of $290.00 (HST included).

CARRIED

Request for Waiver of Fees – 1st Dutton Pathfinders and Rangers

Council discussed this request and deferred it until more information can be obtained.
Councillor Emons – Councillor Pennings

Whereas Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

Whereas Municipalities must work together to ensure resilient and health watersheds for residents, and

Whereas Conservation Authorities will be important partners in concrete and cost-effective initiatives to address climate change,

Therefore, be it Resolved: That the Township of Southwold supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

CARRIED

BY-LAWS:

2020-022 Councillor North – Councillor Pennings

THAT By-law Nos. 2019-77, 2020-02, 2020-03, 2020-04, 2020-05 and 2020-06 be read a first and second time.

CARRIED

2020-023 Councillor Emons – Councillor North

THAT By-laws Nos. 2019-77, 2020-02, 2020-03, 2020-04, 2020-05 and 2020-06 be read a third time and finally passed.

CARRIED

CLOSED SESSION:

2020-024 Councillor Pennings – Councillor Emons

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at 8:07 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)) – Fire Department.
- Litigation or potential litigation, including matters before the administrative tribunals, affecting the municipality or local board (section 239 (2) (e)) – Facility Warranty
- 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)) – Contract Renewal

CARRIED

STAFF DIRECTION

Staff was given direction from Council on the items that were discussed in the Closed Session.
2020- 025  Councillor North – Councillor Pennings

THAT Council for the Township of Southwold adjourns this Regular meeting of Council at 10:00 p.m.

CARRIED

____________________________  ______________________________
CAO/Clerk                                      Mayor
Katherine Thompson                    Grant Jones
THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting
For the purpose of Budget Deliberations
Wednesday January 15, 2020
4:00 p.m., Council Chambers, Fingal

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

ALSO PRESENT:
Katherine Thompson, CAO/Clerk
Lisa Higgs, Assistant CAO/Clerk
Jeff Carswell, Treasurer
Paul Van Vaerenbergh, Public Works Superintendent
Jeff McArthur, Fire Chief
Brent Clutterbuck, Drainage Superintendent

ADDENDUM TO THE AGENDA:

CLOSED SESSION

(a) Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239 (2) (b)) Fire Department.

CORRESPONDENCE

(a) Verbal Report – Request for Fee Waiver 1St Dutton Pathfinders and Rangers.

DISCLOSURES:
There were no disclosures made.

CLOSED SESSION:

2020-026 Councillor North – Councillor Pennings

THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at 4:05 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)) – Fire Department.

CARRIED
STAFF DIRECTION
Staff was given directed from Council regarding the item that was discussed in the Closed Session.

CORRESPONDENCE:

2020-027 Deputy Mayor Monteith – Councillor North

Waive Fee Request
1st Dutton Pathfinders and Rangers

THAT Council of the Township of Southwold denies the request for the waiver of fees in the amount of $1,260.00 for the 1st Dutton Pathfinders and Rangers event that is to be held from Friday January 31st, 2020 to Sunday February 2nd, 2020 at the Keystone Complex.

CARRIED

REPORT

OTHER BUSINESS

(a) 2020 Budget Deliberations
- Operating and Capital Budget

Tab 19 – Drainage
Council reviewed the Drainage portion of the 2020 Budget.

Tab 12 – Roads

Considerable discussion was had about the proposed fleet replacements. Councillors inquired as to the condition of the vehicles being replaced and gave direction to staff to research used replacement options instead of new.

There was also discussion about contribution to reserves and a desire to gather more information about a replacement for the roads building.

ADJOURNMENT:

2020-028 Councillor North – Councillor Pennings

Adjournment

THAT Council of the Township of Southwold adjourns this Special Budget meeting of Council at 7:01 p.m.

CARRIED

______________________________
Clerk
Katherine Thompson

______________________________
Mayor
Grant Jones
Southwold Zero Waste Committee Meeting Minutes
November 20th, 2019

Wednesday, November 20th, 2019
Southwold Council Chambers – Fingal
7:30 pm

**Attendance:** Councillor Sarah Emons, Niki Pennings, Jess Andrews, Shannon Lynch, Lindsay Dawson, Caitlin Wight (Staff Resource)

**Regrets:** Emily Ogorek, Elsie Hutchings

1. **Call Meeting to Order and Welcome**
The meeting was called to order by Councillor Emons at 7:30 PM.

2. **Approval of Agenda**
   Resolution No. 1
   Moved by: Jess Andrews
   Seconded by: Lindsay Dawson
   RESOLVED that the agenda of the November 20th, 2019 committee meeting of the Southwold Zero Waste Committee be approved.
   
   **DISPOSITION:** Motion Carried

3. **Introductions**
   Shannon Lynch – lives in Ferndale, has been there about 20 years. Is a passionate environmentalist. Found out about the committee from Councillor Emons through a conversation at her workplace, Given.
   Lindsay Dawson – is a dietician with Southwest Public Health. She is passionate about food waste. Some stats that she brought – 40% of food is wasted, and 60% is avoidable, and approximately $1,100 of food is wasted per household, per year. Likes to contribute through education and providing people with the skills they need to reduce the amount of food waste.
   Niki Pennings – she lives on a hobby farm and is conscientious about how money is spent and where it is spent, and on ways to spend less. Interests include in fair trade, human trafficking, how we treat the environment. Also, with her religious
beliefs, that we need to be good stewards of the environment. She has also been a part of Committees in the past.
Jess Andrews – Grew up in the area. Has a broad interest with regards to the ideas of zero waste with a basic understanding. Is very curious about the movement.
Councillor Sarah Emons – has an ecology / biology background. Through running for Council and being elected to Council has heard a lot of residential concerns over better waste management. Believes that there are areas within this movement that are tackleable within Southwold Township. There are other places that have good models, that can be followed or adopted here.

4. **Review of Terms of Reference**
Councillor Emons asked the group if there were any questions regarding the committee’s terms of reference. A brief outline was gone over regarding the contents of the terms of reference. No questions came up.

5. **Nomination of Chair Position**
Niki Pennings nominates Councillor Sarah Emons for committee chair.

Resolution No. 2
 Moved by: Jess Andrews
 Seconded by: Shannon Lynch

RESOLVED that Councillor Sarah Emons be nominated as chair of the Southwold Zero Waste Committee.

DISPOSITION: Motion Carried

Councillor Emons nominates Shannon Lynch as Vice-Chair.

Resolution No. 3
 Moved by: Niki Pennings
 Seconded by: Jess Andrews

RESOLVED that Shannon Lynch be nominated as vice-chair of the Southwold Zero Waste Committee.

DISPOSITION: Motion Carried

6. **Motivation for Zero Waste Committee – Presentation**
Councillor Emons went through her August 2019 Council Presentation. This included the recommendations for policy, and reasoning for the committee to be created.
At the beginning, Councillor Emons was explaining what plastics are and why they are bad. Initially there was not an understanding of why this committee was needed. Council did not understand what goals the committee would focus on. The second
presentation, in August, she went back and brought better supported evidence of what is going on in the environment, and what the Township can do to reduce waste to support these goals.

N. Pennings commented that she has lived in both urban and rural settings. It is her thought that people who live in rural settings think that “zero waste, waste reduction” is a “city thing”, and that this is a misunderstanding. Asked what Council’s position was on the formation of the Committee – Councillor Emons noted that they agreed to support, and that they needed more direction from her presentation for the second meeting.

Councillor Emons to forward paper from Western Grad students to the members of the committee for background to her presentation.

7. Goals of Zero Waste Committee

- Review Waste Management Contract – provide input with regards to recycling, waste, organics
  - The current contract has been deferred. Councillor Emons has been doing some research and work on this. London subsidizes composters for their residents. Green Bin pick-up not necessarily feasible for the whole Township, as we are largely rural, and residents could already be composting on their own. Councillor Emons noted that she has been in contact with the waste management division at City of London, and they are willing to provide a couple of composters for us to test out in Southwold.
  - S. Lynch talked about a composter that she has. It is a cone shaped model, that she purchased in Listowel. She puts her kitchen waste in it, and it works well. She noted that it takes zero labour to use it.
  - Councillor Emons noted in discussions, residents in built up areas would like green bin pick up, and that residents need a variety of tools to help them be successful in reducing waste.
  - L. Dawson noted that while composters are great, that there is still food waste out there. Public education and skill building are important for this change to take place. People need to know what they can / cannot compost. Councillor Emons concurred with this in that there needs to be education to support residents on how not to waste.

- Water bottle fill station at Keystone Complex – there is currently not one there. Goals are to make it easier for the community to be better at reducing waste.
  - There is one at the new pavilion / accessible washroom at the Fingal Ball Park, and one in the plan for the new soccer park at Shedden. This would be included in the park model going forward. There is not one currently in the Keystone Complex, or at Ferndale Park.

- Green meeting policy within Township Facilities – removing single use plastics from meetings. The Federal Government has a green meeting policy, would be a start to form one for the Township. This would involve the Chair / Staff Resources setting up for meetings with glasses and water, etc.
• Public Education – social media. Ideas included: a booth at Rosy Rhubarb, Fundraising, a Zero Waste Contest through Township, supporting community groups in their efforts to transition to reduce waste at events, as well as move towards reducing the amount of SUP (Single Use Plastics)

• Groups thought on Priority Areas
  - S. Lynch – everything. Residents in the Township need to know that this committee exists. Are we able to get our own Facebook Group? Can we get our information on the newsletter that goes out with the taxes? We need to promote our existence.
  - Councillor Emons – we need to get community groups on board. Must provide a solution for community groups for their events.
  - N. Pennings – infrastructure is important, winter is a good time to discuss.
  - Waste Management contract, green bins, education, composter education and testing
  - Councillor Emons discussed waste contract – that there is currently a 20% diversion rate in Southwold. Goal would be to set up a meeting with Waste Connections, and have them come to a meeting, or have Councillor Emons meet with them, and then report the findings back to the group. Discuss how Waste Connections came up with diversion rate figure, and if the nuances of the contract can be broken down.
  - Group discussed bag tags, reduction to everyone on bi-weekly (Ferndale is weekly garbage), yard waste.
  - Councillor Emons noted that there is evidence that simultaneous pick-up for recycling and garbage is better for reduction.

8. Meeting Frequency
• Group consensus on a monthly meeting. Discussion on if someone thought this was too frequent, that they would speak up. All are in agreeance.

9. Opportunities for Committee Education
• Group discussed having waste collector – Stan – in to meet with the group on getting his perspective on the collection process.
• Have L. Dawson discuss education and strategies on Food Waste
• Have Waste Connections of Canada in to meet with group, re: waste management contract, if possible. If not, then Councillor Emons to set-up meeting.
• Group discussed survey, how we are going to get message of the Committee out.
• Public Education
  - Social media, library, info fair, info graphic, groups for distribution, flyers for posting on boards around the community.
  - L. Dawson is a part of the Elgin Gleaners – this could be a good group to collaborate with
  - With the New Year coming – suggestions about Earth Day, community litter pick up event
• Group discussed how would talk about ideas, and strategy outside of meetings
  - Suggestion of putting ideas in notebooks
o Closed Facebook Group? Councillor Emons to ask CAO Lisa Higgs if this is feasible
- Oxford County – holds meetings, are able to go to them. They have a good committee already set up

10. Delegation of Duties
- Homework
  o Councillor Emons priority is the Waste Management Contract meeting, Facebook group
  o N. Pennings asked if it was okay to use own social media to promote the committee – answer was yes
  o Investigate a drop box, shared drive, Google Docs, Facebook Page – for ideas and thoughts from each member of the committee
  o Public Survey / Public Engagement / open house / zero waste count down

11. Next Meeting and Adjournment
The Next Meeting is Scheduled for Wednesday, January 15th, 2020 at 7:30 pm at the Fingal Township Office, Council Chambers.

Resolution No. 3 Moved by: Shannon Lynch
Seconded by: Niki Pennings

RESOLVED that the meeting be adjourned at 9:04 pm to meet again at 7:30 pm on January 15th, 2020

DISPOSITION: Motion Carried.
Meetings of the Courts of Revision
Lindsay Drain 2019
Auckland Drain Branch F 2019
Henderson Drain 2019
Monday March 25, 2019
Held at the Council Chambers, 35663 Fingal Line Fingal, Ontario

Mayor Jones stated the Council of the Township of Southwold is going to recess in a moment to go into the Court of Revision meetings for three Municipal Drains that were provisionally adopted at our regular Council meeting on February 25th, 2019.

The Drains for which a Court of Revision will be held tonight in the following order are the:

1) Lindsay Drain 2019
2) Auckland Drain - Branch "F" 2019
3) Henderson Drain 2019

A separate Court of Revision will open and close for each of these drains

The purpose of the Court of Revision as required by the Drainage Act is to afford any person assessed in a provisionally adopted by By-Law to make an appeal with respect to their assessments on the grounds of:

1) Land or Road has been assessed to high or too low
2) Land or road should have been assessed but was not
3) Due Consideration has not been given to the land's use

Mayor Jones also asked all affected parties present please sign the attendance sheet provided for each respective drain that their lands are affected by.

If there is an appeal heard at the Court of Revision for any of the drains and a decision pronounced tonight those landowners that are affected by such decision will be mailed a written notice of the decision of the Court of Revision. Affected landowner have appeal rights available to them under Section 54(1) of the Drainage Act which states:

Any party to an appeal before the court of revision may appeal to the Tribunal by giving notice addressed to the clerk of the Tribunal, given to the clerk of the initiating municipality, from the decision of the court of revision or from its omission, neglect or refusal to hear or decide an appeal within twenty-one days of the pronouncement of the decision of the court of revision or of any matter evidencing such omission, neglect or refusal.

If an affected landowner wishes to appeal to the Tribunal you must provide written notice within 21 days of this meeting on the proper forms. These forms are available at this office and all appeals to the Tribunal must be received by the Clerk of the Township of Southwold no later than 4:30 p.m. on Monday April 8, 2019.

Mayor Jones asked the members of Council who have not been appointed to the Court of Revision for the Lindsay Drain 2019 to leave their seats and join the public gallery. He introduced and invited Mr. Kevin May the representative from the City of London to join the Court.
MEMBERS PRESENT:  
Grant Jones, Chairman  
Robert Monteith  
Kevin May, City of London Representative.  
Lisa Higgs, Clerk

C of R 2019-01  
MOVED by Robert Monteith  
SECONDED by Kevin May  
RESOLVED that the regular Council meeting adjourns at 7:05 p.m.  
to form the Court of Revision for the Lindsay Drain 2019.  
DISPOSITION: Carried

Chairman Grant Jones stated the purpose of the Court of Revision is required by the  
Drainage Act to afford any person assessed in a provisionally adopted by By-Law 2019-13  
on February 25, 2019 to make an appeal with respect their assessments.

Chair Jones asked if everyone was notified in an appropriate way that are required to be  
notified under the Drainage Act. The Clerk responded  
Yes, on February 28, 2019 all parties required to be notified under Section 46 of the Drainage  
Act were sent by regular mail or email a copy of the Provisional Bylaw with a Notice of the  
Sitting of this Court of Revision. This notice also informed all landowners of the Drainage  
Acts requirement to notify the Clerk in writing, of an appeal to the Court of Revision 10 days  
before the first sitting of the Court of Revision.

Chairman Jones asked if the Clerk receive any appeals in writing 10 days prior to this  
sitting of this Court of Revision from any assessed landowners. The Clerk responded no.

C of R 2019-02  
MOVED by: Kevin May  
SECONDED by: Robert Monteith  
RESOLVED that the Court of Revision accepts the assessment  
schedule for the Lindsay Drain 2019.  
DISPOSITION: Carried

C of R 2019-03  
MOVED by: Kevin May  
SECONDED by: Robert Monteith  
RESOLVED that the Court of Revision for the Lindsay Drain 2019  
adjourns at 7:10 p.m.  
DISPOSITION: Carried

Chairman Jones thanked Mr. May for attending and invited those Council members that  
were appointed to Auckland Drain Branch F 2019 and Henderson Drain 2019 to return to  
their seats.
**Auckland Drain Branch F 2019**

**MEMBERS PRESENT:**  
Grant Jones, Chairman  
Robert Monteith  
Sarah Emons  
Peter North  
Justin Pennings  
Lisa Higgs, Clerk

**C of R 2019-04**  
MOVED by Peter North  
SECONDED by Sarah Emons  
RESOLVED that the Court of Revision meeting for the Auckland Drain Branch F 2019 forms at 7: 11 p.m.  
DISPOSITION: Carried

Chairman Jones stated this is the Court of Revision a required by the Drainage Act to afford any person assessed in the Auckland Drain - Branch F 2019 provisionally adopted by By-Law 2019 – 11 on February 25, 2019 to make an appeal with respect to their assessments.

Chairman Jones asked if everyone notified in an appropriate way that are required to be notified under the Drainage Act. The Clerk, yes, on February 27, 2019 all parties required to be notified under Section 46 of the Drainage Act were sent by regular mail or email a copy of the Provisional Bylaw with a Notice of the Sitting of this Court of Revision.

This notice also informed all landowners of the Drainage Acts requirement to notify the Clerk in writing, of an appeal to the Court of Revision 10 days before the first sitting of the Court of Revision.

Chairman Jones asked the Clerk if we received any appeals in writing 10 days prior to this sitting of this Court of Revision from any assessed landowners. The Clerk responded no.

Chairman Jones stated hearing no appeals to the Court of Revision may I have a resolution to adopt and the assessment schedule contained in the report for the Auckland Drain - Branch F 2019

**C of R 2019-05**  
MOVED by: Justin Pennings  
SECONDED by: Robert Monteith  
RESOLVED that the Court of Revision accepts the assessment schedule for the Auckland Drain Branch F 2019.  
DISPOSITION: Carried

**C of R 2019-06**  
MOVED by: Peter North  
SECONDED by: Sarah Emons  
RESOLVED that the Court of Revision for the Auckland Drain Branch F 2019 adjourns at 7:15 p.m.
MEMBERS PRESENT: Grant Jones, Chairman
Robert Monteith
Sarah Emons
Peter North
Justin Pennings
Lisa Higgs, Clerk

C of R 2019-07  MOVED by Peter North
SECONDED by Sarah Emons
RESOLVED that the Court of Revision meeting for the Henderson
Drain 2019 forms at 7:15 p.m.
DISPOSITION: Carried

Chairman Jones stated that this is the Court of Revision as required by the Drainage Act to
afford any person assessed in the Henderson Drain 2019 provisionally adopted by By-Law
2019–12 on February 25, 2019 to make an appeal with respect to their assessments.

Chairman Jones asked if everyone notified in an appropriate way that are required to be
notified under the Drainage Act. The Clerk responded, yes on February 27, 2019 all
parties required to be notified under Section 46 of the Drainage Act were sent by regular
mail or email a copy of the Provisional Bylaw with a Notice of the Sitting of this Court of
Revision. This notice also informed all landowners of the Drainage Acts requirement to
notify the Clerk in writing, of an appeal to the Court of Revision 10 days before the first
sitting of the Court of Revision.

Chairman Jones asked the Clerk if we received any appeals in writing 10 days prior to this
sitting of this Court of Revision from any assessed landowners. The Clerk responded no.

Chairman Jones stated hearing no appeals to the Court of Revision may I have a
resolution to adopt and the assessment schedule contained in the report for the Henderson
Drain 2019

C of R 2019-08  MOVED by: Robert Monteith
SECONDED by: Justin Pennings
RESOLVED that the Court of Revision accepts the assessment
schedule for the Henderson Drain 2019.
DISPOSITION: Carried

C of R 2019-09  MOVED by: Peter North
SECONDED by: Sarah Emons
RESOLVED that the Court of Revision for the Henderson Drain
2019 adjourns at 7:19 p.m. and the regular Meeting of Council
reconvene.
Meetings of the Courts of Revision  
Lindsay Drain Branch M Extension 2019  
Williams Drain 2019  
Monday October 28, 2019  
Held at the Council Chambers, 35663 Fingal Line Fingal, Ontario

Mayor Jones stated that the Council of the Township of Southwold is going to recess in a moment to go into the Court of Revision meetings for two Municipal Drains that were provisionally adopted at our regular Council meeting on September 23, 2019.

The Drains for which a Court of Revision will be held tonight in the following order are the:

1) Lindsay Drain – Branch M Extension 2019
2) Williams Drain 2019

A separate Court of Revision will open and close for each of these drains.

The purpose of the Court of Revision as required by the Drainage Act is to afford any person assessed in a provisionally adopted by By-Law to make an appeal with respect to their assessments on the grounds of:

1) Land or Road has been assessed to high or too low
2) Land or road should have been assessed but was not
3) Due Consideration has not been given to the land’s use

Mayor Jones asked that all affected parties present please sign the attendance sheet provided for the respective drain that their lands are affected by.

If there is an appeal heard at the Court of Revision for any of the drains and a decision pronounced tonight those landowners that are affected by such decision will be mailed a written notice of the decision of the Court of Revision. Affected landowner have appeal rights available to them under Section 54(1) of the Drainage Act which states: Any party to an appeal before the court of revision may appeal to the Tribunal by giving notice addressed to the clerk of the Tribunal, given to the clerk of the initiating municipality, from the decision of the court of revision or from its omission, neglect or refusal to hear or decide an appeal within twenty-one days of the pronouncement of the decision of the court of revision or of any matter evidencing such omission, neglect or refusal.

If an affected landowner wishes to appeal to the Tribunal you must provide written notice within 21 days of this meeting on the proper forms. These forms are available at this office and all appeals to the Tribunal must be received by the Clerk of the Township of Southwold no later than 4:30 p.m. Monday November 18, 2019.

Mayor Jones asked the members of Council who have not been appointed to the Court of Revision for the Lindsay Drain Branch M Extension 2019 to leave their seats and join the public gallery. He introduced and invited Mr. Tariq Khan the representative from the City of London to join the Court.
MEMBERS PRESENT: Grant Jones, Chairman  
Robert Monteith  
Tariq Khan, City of London Representative.  
Lisa Higgs, Clerk

C of R 2019-010  
MOVED by Robert Monteith  
SECONDED by Tariq Khan  
RESOLVED that the regular Council meeting adjourns at 7:30 p.m. to form the Court of Revision for the Lindsay Drain Branch M Extension 2019.  
DISPOSITION: Carried

Chairman Grant Jones stated the purpose of the Court of Revision is required by the Drainage Act to afford any person assessed in a provisionally adopted by By-Law 2019-57 on September 23, 2019 to make an appeal with respect their assessments.

Chair Jones asked if everyone was notified in an appropriate way that are required to be notified under the Drainage Act. The Clerk responded Yes, on September 30, 2019 all parties required to be notified under Section 46 of the Drainage Act were sent by regular mail or email a copy of the Provisional Bylaw with a Notice of the Sitting of this Court of Revision. This notice also informed all landowners of the Drainage Acts requirement to notify the Clerk in writing, of an appeal to the Court of Revision 10 days before the first sitting of the Court of Revision.

Chairman Jones asked if the Clerk receive any appeals in writing 10 days prior to this sitting of this Court of Revision from any assessed landowners. The Clerk responded: on October 3, 2019, we received a telephone call from Mr. Wydareny regarding the possibility of appealing his assessments. We also received a letter October 11, 2019 that was dated October 8th from Mr. Wydareny with regards to an appeal. In Mr. Wydareny letter he was concerned about his assessments. He was comparing the values of the net assessment schedule provided for information purposes. The Drainage Superintendent and the Engineer Mike Devos met with Mr. Wydareny on October 10th. At this meeting they explained to Mr. Wydareny that the Court of Revision deals with the actual assessments found in Schedule “C” of the report and it was explained that the Net Assessment Schedule is provided for information purposes so that landowners would be able to estimate their costs after allowances and grants if a available were removed from the actual assessments. At this meeting appeal forms where left with Mr. Wydareny to fill out if he wished. The Drainage Superintendent called Mr. Wydareny on October 18th to follow up to see if he was proceeding with an appeal. He informed the Drainage Superintendent at that time that he did not wish to appeal and would like to withdraw his letter dated October 8, 2019

C of R 2019-011  
MOVED by: Tariq Khan  
SECONDED by: Robert Monteith  
RESOLVED that the Court of Revision accepts the assessment schedule for the Lindsay Drain Branch M Extension 2019.  
DISPOSITION: Carried
C of R 2019-012
MOVED by: Robert Monteith
SECONDED by: Tariq Khan
RESOLVED that the Court of Revision for the Lindsay Drain Branch M Extension 2019 adjourns at 7:37 p.m.
DISPOSITION: Carried

Chairman Jones thanked Mr. Kahn for attending and invited the Council member that was appointed to Williams Drain 2019 to return to her seat.

Williams Drain 2019

MEMBERS PRESENT: Grant Jones, Chairman
Robert Monteith
Sarah Emons.
Lisa Higgs, Clerk

C of R 2019-013
MOVED by Robert Monteith
SECONDED by Sarah Emons
RESOLVED that the regular Council meeting adjourns at 7:38 p.m. to form the Court of Revision for the Williams Drain 2019.
DISPOSITION: Carried

Chairman Jones stated this is the Court of Revision as required by the Drainage Act to afford any person assessed in the Williams Drain 2019 provisionally adopted by By-Law 2019 – 58 on September 23, 2019 to make an appeal with respect to their assessments.

Chairman Jones asked if everyone notified in an appropriate way that are required to be notified under the Drainage Act. The Clerk responded. Yes, On September 30, 2019 all parties required to be notified under Section 46 of the Drainage Act were sent by regular mail or email a copy of the Provisional Bylaw with a Notice of the Sitting of this Court of Revision. This notice also informed all landowners of the Drainage Acts requirement to notify the Clerk in writing, of an appeal to the Court of Revision 10 days before the first sitting of the Court of Revision.

Chairman Jones asked if the Clerk receive any appeals in writing 10 days prior to this sitting of this Court of Revision from any assessed landowners. The Clerk responded no.

Chairman Jones stated hearing no appeals to the Court of Revision may I have a resolution to adopt and the assessment schedule contained in the report for the Williams Drain 2019.

C of R 2019-014
MOVED by: Robert Monteith
SECONDED by: Sarah Emons
RESOLVED that the Court of Revision accepts the assessment schedule for the Williams Drain 2019.
DISPOSITION: Carried
MOVED by: Robert Monteith  
SECONDED by: Sarah Emons  
RESOLVED that the Court of Revision for the Williams Drain 2019 adjourns at 7:40 p.m. and the regular Meeting of Council reconvene.  
DISPOSITION: Carried

Chairperson

Secretary-Treasurer
DATE: January 27th, 2020

PREPARED BY: Katherine Thompson, CAO/Clerk

REPORT NO.: CAO 2020-05

SUBJECT MATTER: Southwold Water Distribution System Resiliency Test

Recommendation:
THAT Council receive this report as information.

Purpose:
To provide Council with information regarding a resiliency test on Southwold Township’s water distribution system occurring on January 30th, 2020.

Background:
Operators of the Elgin Primary System have communicated their desire to replace a valve within the Primary System which requires the isolation and turning off of the supply feeding the Secondary System, with direct implications to the Southwold water distribution. The replacement of the valve, tentatively scheduled for March or April of 2020 requires a possible 16 hour window to complete the work, meaning that the Southwold distribution system could potentially be without its sole water supply for the duration of the repair. In advance of the valve replacement, Primary System staff are recommending that there be a test in February of Southwold’s system, if back fed from the Dutton/Dunwich interconnect. Prior to this testing, Southwold will be initiating a first test of the system on January 30th to monitor pressures at various points to ascertain whether consistent pressure is maintained across the municipal system, when the supply of water comes from the Dutton/Dunwich interconnect.

Comment:
Southwold Township in conjunction with OCWA, the City of St. Thomas and the Municipality of Dutton/Dunwich has coordinated a resiliency test of the Southwold water distribution system to occur on January 30th, 2020. The test will begin at 9:00 a.m. and run no later than 5:00 p.m. This test will involve St. Thomas shutting off access to the Secondary System and Dutton/Dunwich opening up access to its water system. Once this has occurred, water pressure will be monitored at various locations across the Township with the assistance of Southwold’s Water Operator, OCWA and the Southwold Fire Department. If Southwold is successfully able to maintain pressure when the water supply comes from the Dutton/Dunwich interconnect, the group will then test the flow of a fire hydrant to collect data on the effect that a shut off may have in the event of a fire situation. During the test if pressure drops below a certain pressure, the test will be terminated. If a fire event occurs the test will also be terminated. The Fire Department has been made aware of the test and will be monitoring the situation closely so they can call for the termination of the test and arrange for mutual aid if necessary.
Southwold residents have been notified of a possible low-pressure event by way of a message on their water bills, through social media, and a notice on the Township website.

The data collected from this test will determine the actions that Southwold Township will need to take during the Primary System’s test in February and during the replacement event in March or April. The CAO will report back to Council at the next meeting regarding the results of the test.

Respectfully Submitted by:
Katherine Thompson, CAO/Clerk
Recommendation:

THAT Council authorize staff to organize a Public Information Centre on February 13th, 2020 to provide the public with the opportunity to review existing settlement boundaries and provide input to assist the Township as it progresses through its Official Plan update.

Background:

The Southwold Official Plan is currently undergoing a comprehensive review. Part of this review involves the evaluation of existing settlement boundaries within the Township. In order to move forward with the completion of this Official Plan review the consultant requires feedback from residents who own lands located on the boundaries of the Township's settlement areas.

Comment:

Staff is recommending that a Public Information Centre be held at the Shedden Keystone Complex on February 13th, 2020 from 4 – 6pm. Staff are proposing a simple Public Information Centre that makes residents aware of the existing settlement area boundaries, educates them on the Official Plan review process and allows land owners on the boundary of the settlement areas to provide the Township with feedback regarding their intentions for the future of their lands.

It is important to note that this Public Information Centre is informal and is for informational gathering purposes only. The Township is still required to hold a statutory open house and public meeting for the Official Plan update under the Planning Act. The consultant will not be present at this Public Information Centre. Staff will be in attendance and Council is encouraged to attend.

Respectfully Submitted by:
Katherine Thompson, CAO/Clerk
DATE: January 27th, 2020

PREPARED BY: Katherine Thompson, CAO/Clerk

REPORT NO.: CAO 2020-07

SUBJECT MATTER: Ontario Job Site Challenge – Ford Industrial Lands

Recommendation:
THAT Council authorize the Mayor to send a letter to Ford encouraging the organization to apply to the Ontario Job Site Challenge so that the property can be marketed as a mega site to domestic and international investors.

Purpose:
To provide Council with information regarding the Ontario Job Site Challenge and to seek Council’s permission to reach out to Ford to encourage them to apply so that the Ford Industrial Lands can be considered for the program.

Background:
The Ontario government is developing an inventory of mega sites that can support large scale manufacturing operations to domestic and international investors. Mega sites are large tracts of land that are zoned for manufacturing and typically range from 500 to 1,500 acres in size. The province wants the sites to be serviced or serviceable by utilities with access to transportation networks and other infrastructure. The Ford Industrial Lands meet these criteria making the site the perfect candidate for this program. If selected as part of this program, the Ford Industrial Lands would be endorsed by a validated and internationally recognized site selector, would have access to a marketing campaign targeted at investors, and would have access to a streamlined approvals review process for required provincial licences, permits and environmental approvals.

Comment:
On Monday January 20, 2020 the Mayor along with the Warden of Elgin County met with the Associate Minister of Small Business and Red Tape Reduction to discuss opportunities and challenges associated with the Ford Industrial Lands in Talbotville. The Mayor requested that the Minister consider the 622-acre Ford property as a mega site to be marketed through the Province’s new Ontario Job Site Challenge. The meeting with the Minster was positive and he showed interest in the economic potential of the site not only for Southwold and Elgin County but for the entire southwestern Ontario region. The Minister informed the Mayor that any application for this program must be submitted by the owner of the lands – in this case Ford. Staff are asking that Council authorize the Mayor, with assistance from the County of Elgin Economic Development to reach out to Ford to encourage the organization to apply for the program to increase the chances of purchase for development.

Respectfully Submitted by:
Katherine Thompson, CAO/Clerk
Recommendation:
THAT Council review and provide feedback on the proposed design for the new Talbotville Park; and,

THAT Council authorize staff to move forward with the detailed engineered drawings of the park and the park tendering process.

Purpose:
To provide Council with a proposed design for the new Talbotville Park and to seek Council’s input and approval to move forward with the detailed engineered drawings and related tendering processes.

Background:
A new Talbotville Park has been included as part of the proposed Talbotville Meadows subdivision. The Township has been successful in receiving Trillium Grant funding in the amount of $150,000 to contribute to the construction of this park. As a requirement of receiving this funding, construction on the park must begin this summer. After considerable public consultation and staff review, a proposed design has been submitted to the Township by the Engineer.

Comment:
The proposed design (attached as Schedule A) includes a playground, an accessible washroom, a pavilion, 160 parking spaces, two baseball diamonds, two soccer fields, space for future recreational uses (possible tennis or pickleball), and a perimeter walking trail. In 2020 construction will begin on one baseball diamond, one soccer field, the pavilion, the accessible washroom, the playground and the parking lot (gravel to be paved at a future date). An additional ball diamond and soccer field can be added in future phases. In order to begin construction Council must first approve the proposed design. After Council has given approval the Engineer will move forward with the detailed engineered drawings. Once these drawings are completed staff can begin the tendering process for various phases of park construction.

Public Consultation

Below for Council’s information is a detailed account of the public consultation process:
At the Council meeting held on October 11, 2016 Council heard public concerns related to parkland on a planning application.

At the Council meeting held on July 10, 2017 parking at the proposed Talbotville Park was discussed.

The October 2, 2018 Council meeting related to the Plan of Subdivision included significant public discussion on parkland.

A Public Planning Engagement Meeting was held on October 11, 2018. Brainstorming and public visioning exercises were dedicated exclusively to parks.

At the public meeting open house related to the Plan of Subdivision on November 6, 2018 there was significant public discussion about parkland.

At the Council meeting held on November 13, 2018 related to the Plan of Subdivision, public discussion on parkland was included in the staff report.

The Talbotville Neighbourhood Committee (TNC) surveyed residents and provided feedback on park design and submitted this feedback to the Township Treasurer in the fall of 2019 prior to the Trillium Grant application submission.

The new Talbotville Park was discussed at the January 15, 2019 and June 18, 2019 Parks Committee Meetings.

A Parks Committee Meeting was held on December 17, 2019 exclusively to discuss the preliminary design for the new Talbotville Park. Members of the Committee provided suggested changes to the design.

The new Talbotville Park was an agenda item at the TNC’s March, April, May, June, July, October and November 2019 meetings.

Respectfully Submitted by:
Katherine Thompson, CAO/Clerk
Elgin Unifor 302 delegates to Council

Shaun Taylor and Tyler McLellan of Elgin Unifor 302 spoke to members of Elgin County Council January 14 to detail their group's concerns regarding Elgin-St. Thomas' Emergency Medical Services levels. Elgin County CAO Julie Gonyou will follow-up with a report to Elgin County Councillors at the January 28 meeting that details current Emergency Medical Services levels using metrics-based statistics.

Natural Heritage System Study update

Elgin County’s Manager of Planning Steve Evans presented the Elgin County Natural Heritage System Study 2019 (June 5th draft) to be used as a background document for Elgin County’s Official Plan 5-year Review. Julie Gonyou, Elgin County CAO, will follow up with a report that summarizes Council’s feedback to determine whether further review is needed from the Rural Initiatives/Planning Advisory Committee.

Community Safety and Well-Being Plan moves forward with assistance of a consultant

A recent Request For Proposal issued by Elgin County to assist with the development of a Community Safety and Well-Being Plan (required by the Police Services Act), has been awarded to Mischevious Cat Productions Inc. in the amount of $34,500 (excluding HST). The plan is a collaborative effort that will support the County of Elgin and the City of St. Thomas, as each municipality is required to have a complete plan by December 31, 2020. Broader community feedback on the plan will be sought at a future date.

Town Crier services available on request

Local Town Crier David Phillips ended a busy 2019 with the reading of a proclamation at former Warden Duncan McPhail’s banquet at the CASO Station in St. Thomas. Travelling across the County, Phillips attended numerous events including Edisonfest in Bayham, Rosy Rhubarb in Shedden, the Backus-Page House Museum in Wallacetown, and his 30th anniversary as Town Crier in Dutton-Dunwich. This year Phillips and his wife Jenny hope to travel and take in the Ontario Guild of Town Criers competition.

The complete January 14, 2020 County Council Agenda package can be found here.
Instructions
1. Before completing this document, review the program guidelines that were supplied by the ministry.
2. This form reports damages to livestock/poultry from eligible wildlife.
3. This report should be submitted to OMAFRA within 7 business days of initial investigation.
4. Required fields are marked with an asterisk (*). Incomplete applications may lead to delays in processing, or be deemed ineligible for processing.

Step 1 – Owner Identification & Basic Eligibility Requirements

**Owner (Applicant) Information**

Business/Farm Business Name *

<table>
<thead>
<tr>
<th>Owner Legal Last Name *</th>
<th>Owner Legal First Name *</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Owner Business Address

<table>
<thead>
<tr>
<th>Unit No</th>
<th>Street No *</th>
<th>Rural Route</th>
<th>PO Box</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>41635</td>
<td>RR #6</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Name *</th>
<th>City/Town *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron McNeil Line</td>
<td>St. Thomas</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone *</th>
<th>Email</th>
<th>Province *</th>
<th>Postal Code *</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>ON</td>
<td>N6P 3T1</td>
</tr>
</tbody>
</table>

Eligibility Requirements

Canada Revenue Agency Number (CRA)¹  

864.924.8471 - RT 001

OR

I confirm the applicant does not have a CRA Number.

Farm Business Registration Number (FBRN)²

603316

OR

I confirm the applicant does not have a FBRN.

Premises Identification Number (PID)³

On 4138624

OR

I confirm the applicant does not have a PID.

Note: For more information about CRA, FBRN and PID and potential exemptions, see top of page 2.
Eligibility Exemptions and Alternatives

1. CRA: In the absence of a CRA Number, the applicant will provide their Social Insurance Number to the Municipality and/or OMAFRA when requested. For more information go to: www.canada.ca/en/services/taxes/business-number.html or call: 1-800-959-5525.

2. FBRN: In the absence of a FBRN, the applicant must qualify for an exemption and will provide documented proof. For more information about FBRN: visit www.farmbusreg.com or call Agricorp: 1-888-247-4999.

3. PID: To obtain a new PID or re-validate an existing PID visit: www.ontariopid.com or call Agricorp: 1-888-247-4999.

Step 2 – Investigator Information

Represented Municipality* [Twp South wold]  
Last Name* [Doelman]  
First Name* [Nick]

Telephone* [519-638-2525]  
Email* [n.deelman25@gmail.com]  
Mobile [519-848-0539]

Step 3 – Description of Damages

Injury or Kill Date (yyyy/mm/dd)* [2019-10-29]

Indicate the type(s) of damage(s) *

- [ ] Death of livestock or poultry  
- [ ] Injury of livestock or poultry  
- [ ] Both death and injury of livestock or poultry

Note: If this application includes a claim for veterinary costs related to predation, provide proof of payment (i.e. veterinarian invoice/receipt referencing the livestock being claimed).
Step 4 – Description of Livestock & Signs of Predation

Animal 1

# of Head Species Type (One Per Sheet) Live Weight Age of Animal
2 Sheep 90 lbs 1 years 7 months

Sex

☐ Male (Castrated) ☐ Male (Uncastrated) ☐ Female ☐ Unknown

Declaration by the Investigator: *Evidence of a carcass is required

☑ Sufficient Evidence Found ☐ Insufficient Evidence Found ☐ Natural Causes

Premium(s): * Documents required to substantiate premium

☐ Not applicable ☐ Pregnant ☐ Registered ☐ Poultry breeding stock


Is there evidence that the animal was alive prior to the attack? (Newborns: no hoof membrane, ID tag, cleanliness, etc.) Explanation Required.

☑ Yes ☐ No

- Wool & body parts scattered around barn yard
- Blood & liquid around mouth assuming sheep was chased

Are there signs of bleeding and/or hemorrhaging present? (Pooling blood, blood trails, etc.) Explanation Required.

☑ Yes ☐ No

- Blood on sheep
- Open wounds

Are there signs of claw and/or puncture wounds visible on the carcass? Explanation Required.

☑ Yes ☐ No

- Damage to throat puncture
  ✬ Under belly puncture

Were there any other signs of predation? Explanation Required.

☐ Yes ☐ No

Impossible to find coyote scat or footprints because barn yard had been disturbed by sheep and cattle before I was able to investigate in daylight.
Step 5 - Description of Predator & Site Evidence

A. PREDATOR SPECIES * SEE PROGRAM GUIDELINES FOR ELIGIBLE WILDLIFE SPECIES LIST

- Coyote  
- Wolf  
- Bear

- Others, Specify:

B. PROVIDE A DESCRIPTION OF THE EVENTS AND ATTACK SITE. INCLUDE ANY OTHER RELEVANT INFORMATION SUCH AS WEATHER, CONDITIONS AND/OR BEHAVIOURS EXHIBITED BY THE HERD OR FLOCK AFTER THE ATTACK.

Kill site was enclosed bann yard, owner had checked flock in early morning, he leaving to work at a other form returned in evening and found dead sheep. He called investigator at 8:20 a.m. to look to see anything at that time.

C. PROVIDE A DESCRIPTION OF THE EVIDENCE LEFT BY THE PREDATOR. DESCRIBE HOW PHOTOS SUPPORT EVIDENCE OF PREDATION.

- Animal was attacked by a predator
- The possibility of a dog was considered
- Puncture on throat under belly more likely coyote
- Owner dog had been secured inside during the day
- No other dogs in the neighborhood

Step 6 - Reasonable Care

A. Overview

Herd / Flock Size: 70

Overall Health Condition:

- Healthy, no concerns
- Diseased
- Sick

- Other (Explain)

Deadstock Disposal:

- Compost
- Incineration
- Burial

- Disposal vessel
- Off-site disposal (licensed disposal/collector)

- Other (Explain)
B. Predation Prevention

INSPECTION FREQUENCY

- [X] Multiple times daily
- [ ] At least once daily
- [ ] A few times per week
- [ ] Weekly
- [ ] Other (Explain)

FENCING:

- [ ] Present
- [ ] Not Present

Condition

- [ ] Very good
- [X] Good
- [ ] Fair
- [ ] Poor
- [ ] Very Poor

Describe fencing type: (e.g. electric fencing)

wood + woven wire

LIVESTOCK GUARDIAN ANIMAL(S):

- [X] Present
- [ ] Not Present

Describe type: (e.g. dog, donkey, llama)

llama

- [X] The owner has taken reasonable measures to prevent predation.
- [ ] The owner has not taken reasonable measures to prevent predation.

Comments (if applicable)

large coyote presents in neighborhood
C. Reasonable Care Plan

Note: Upon submitting five applications in one calendar year (i.e. January 1st to December 31st), an Owner must complete and submit a Reasonable Care Plan form provided by OMAFRA in order to remain eligible for program compensation.

Once a plan has been submitted, the Owner may be required to demonstrate that the plan has been implemented. Failure to submit a Reasonable Care Plan, after one has been requested, or to demonstrate that a plan has been implemented may result in the Owner’s subsequent application being deemed ineligible. For Reasonable Care Plan template:

www.omafra.gov.on.ca/english/livestock/predation/reasonable_care.pdf

Step 7 – Municipal or Territorial Investigator Declaration and Signature

I hereby certify that the information I have provided in this application is true and accurate to the best of my knowledge and that a copy of the completed application has been provided to the owner. I also understand that submitting false or misleading information in this application form could result in the denial of the claim. I further understand that any payment the Municipality I work for receives from OMAFRA under the Ontario Wildlife Damage Compensation Program as a result of false or misleading information I have submitted, may have to be repaid by the municipality I work for to OMAFRA.

Investigator Name (print) Nick Doelman

Signature Date (yyyy/mm/dd) 2019 10 34

Forward completed applications and all supporting documents to your local Municipal Clerk within seven (7) business days of the initial investigation. If the damage occurred in an unincorporated township (a territory without Municipal organization as defined in Section 2 of the Northern Services Board Act.), completed applications and all supporting documentation should be submitted to the Ontario Ministry of Agriculture, Food and Rural Affairs at: wildlife.damage@ontario.ca

Step 8 – Owner Declaration and Signature (To be completed by Owner)

The Undersigned Certifies That:

- I have read, understand and agree to abide by all requirements of the Ontario Wildlife Damage Compensation Program (OWDCP).
- I confirm that my farm business is in compliance with all the requirements of law.
- All information submitted in this application form is true and accurate, to the best of my knowledge, information and belief.
- I understand that submitting false or misleading information in this application form could result in the denial of this claim and any potential future claims that could be made by myself, myself on behalf of another person, or another person affiliated with myself in any type of business relationship in which this claim is being made may have under the OWDCP and/or require that any compensation received under the OWDCP as a result of the submission of false or misleading information be repaid.
The Undersigned Further Certifies And Acknowledges And Agrees That:

- The OWDCP is a discretionary, non-entitlement program in accordance with Order In Council 502/2016. Payment is subject to Ontario receiving all the necessary appropriations from the Ontario Legislature, Ontario receiving all the necessary monies from Canada, and the Owner’s compliance with the terms and conditions of the OWDCP.

- If it is determined that the Owner has received a payment that the Owner was not eligible to receive, through an administrative error or otherwise, the Owner will be required to repay any and all monies that the Owner was not eligible to receive, as determined by Ontario.

- She / He will provide accurate, timely and full information, including supporting documentation, to Ontario, and will notify OMAFRA immediately in the event that there are any changes to the information provided.

Additional Evidence

☐ I wish to apply. I have NO additional evidence and/or documentation to provide:

By checking this box, I as the Owner, wish to apply to the OWDCP and agree with the evidence gathered and reported by the Municipal or Territorial Investigator in this application. (I have no further information to provide)

☐ I wish to apply. I have additional evidence and/or documentation to provide:

By checking this box, I as the Owner, wish to apply to the OWDCP, and provide additional evidence to support the application and, as reported by the Municipal or Territorial Investigator, will provide additional evidence (see program guidelines) to the Municipality/ Territorial Investigator within seven business days. I further understand that if I do not submit the additional evidence within seven business days, the Program Administrator will not consider it.

Personal Information

NOTICE OF COLLECTION OF PERSONAL INFORMATION:

Any personal information collected after the approval of the application form, such as the Social Insurance Number of an individual acting as a sole proprietor or as an unincorporated partner in a partnership, is necessary for income tax purposes because a payment is being made, as well as for the overall administration of the OWDCP. More specifically, the Social Insurance Number will also be used for auditing and the collection of any debts incurred under the Ontario Wildlife Damage Compensation Program. The Business Number is being collected pursuant to the Income Tax Act (Canada), as amended and the Order in Council that established the OWDCP.

Questions regarding the collection of this information may be directed to:

OWDCP Program Administrator
Ontario Ministry of Agriculture, Food and Rural Affairs, 1 Stone Road West, 4th Floor NW, Guelph, Ontario N1G 4Y2. Tel: 519-826-4047 or 1-877-424-1300 (toll free) Email: wildlife.damage@ontario.ca
BY SIGNING BELOW, I CERTIFY THAT I AM AUTHORIZED TO SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT AS WELL AS BIND THE APPLICANT TO THE TERMS AND CONDITIONS OF OWDCP, AS SET OUT IN THE OWDCP PROGRAM GUIDELINES.

Owner Last Name (print)*

Owner First Name (print)*

Signature*

Date (yyyy/mm/dd)*

Step 9 - Submitting this Program Application (To be completed by Municipal Official)

Before submitting an application, the Municipality must ensure that:

- All sections of the application have been completed
- The application has been signed by both Municipal Investigator, Municipality and Owner
- All required supporting documentation, including photographs, are included
- The additional evidence/documentation indicated in Step 8 was provided by the Owner within seven (7) business days of the investigation.

**Municipal Declaration and Signature**

I hereby certify that the information I have provided in this application form is true and accurate to the best of my knowledge. I understand that submitting false or misleading information in this application form could result in the denial of the claim. I further understand that any payment the Municipality that I work for receives from OMAFRA under the OWDCP, as a result of false or misleading information I have submitted may have to be repaid by the Municipality I work for to OMAFRA. Finally, I accept that a set administrative allowance per application will be provided by OMAFRA to assist with application processing costs.

Municipality*

TOWNSHIP OF SOUTHWOLD

Unit No. Street No. Street Name Rural Route PO Box

City Province Postal Code*

Fingal ON N2C 1A0

Phone Email

519-769-2010 cao@southwold.ca

Municipal Official First and Last Name (print)*

Signature*

Date (yyyy/mm/dd)*
Name of Municipality: Township of Southwold
Contact: Katherine Thompson, cao@southwold.ca
Project Number: OWDCP-004153
Program: Ontario Wildlife Damage Compensation Program
Injury or Kill Date: October 22, 2019
Farm Business Name: Richard Andrews
Investigator Name: Nick Doelman

Municipality Report created on: January 14, 2020 2:01 PM

<table>
<thead>
<tr>
<th>Invoice</th>
<th>Eligible Project Item</th>
<th>Item Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>OWDCP-004153-1</td>
<td>Sheep</td>
<td>$560.00</td>
</tr>
<tr>
<td>OWDCP-004153-1</td>
<td>Administrative Allowance</td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Paid:</strong> $590.00</td>
</tr>
</tbody>
</table>
The Township of Southwold
Waiving of Facilities Fees Application Form

Township of Southwold
35663 Fingal Line
Fingal, ON N0L 1K0
Phone: 519-769-2010
Fax: 519-769-2837
communications@southwold.ca

Name of Event:
Shedden Soccer Events and Activities

Name of Group or Organization
Shedden Soccer Club Inc.

Primary & Secondary Contact Person
Selle Lackey / Sherri Jor

Purpose of Event
Community Activities

Contact Address

Postal Code

Phone # Primary / Secondary

Email / Website:
www.sheddensoccer.ca

Not for Profit # or Charitable Organization Registration #:

Activity or Event Information

Fees to be Waived (ie: facility rental)
facility and pavilion

Date and Times:
2020 schedule supplied by Michelle

Number of People expected:
TBD

Admission Fee:
N/A

(If applicable)

Will food be served?
sometimes

Will alcohol be served?
no

Activity or Event Description

How will your activity or event enhance community services and recreation in the Township of Southwold?
Our club is providing the community of Southwold and surrounding areas an opportunity to get involved with a team sport of soccer. We are encouraging and enhancing our community to get out and stay active. Shedden Soccer promotes why it is great to move and live in Southwold encouraging all ages to try their best and have FUN! We want our community to "stay and play" in Southwold instead of leaving and going to other clubs.
Please describe the projected social, cultural, economic and environmental impact that the activity or event will have on the Township and its residents.

Soccer creates a cultural and social team building community event, which all have a positive influence on our Township and its residents. As players, coaches, referees, parents, spectators and volunteers of all ages, we love to stay and play local. Shedden Soccer hires local youth as referees. Our jerseys are sponsored by local businesses / organizations... hopefully they gain with their logos running around the fields.

What will the impact on the activity or event be if the fee is not waived?

We would have no other choice but to increase our registration fees. This could result in less players and ultimately our players will go elsewhere like St. Thomas. Our goal is to keep minimal registration fees so that families from all financial backgrounds can participate in our program and our community. Without the pavilion we would no longer be able to open our Snack Shoppe... decreasing our fundraising efforts and decreasing "social time" as families would leave earlier. The pavilion is also our First Aid Station.

Are you seeking funding from any other sources (fundraising, grants, sponsorships, etc.)?

Yes, we are always thinking of fundraisers. A few in 2019 were: offered bartending services for multiple community events, opened our Snack Shoppe for multiple community events, hosted a yard sale, sold strawberries and popcorn, and assisted Shedden Fair at the gates... all of which we aim to do again this season. All of our team jerseys have sponsors.

What features will you have in place to ensure that your event is accessible to all residents (residents with disabilities)?

We have used a golf cart to assist special needs spectators to and from the soccer fields. A past player with cerebral palsy has traveled the world as an active player for Canada's Para Soccer National Team. We strive to be sure all participants (player, spectator or volunteer) feel welcome and a part of our community.

Deadline for Applications

For events being held in 2020, deadline for submission is Dec. 31st, 2019
The Township of Southwold
Waiving of Facilities Fees Application Form

Township of Southwold
35663 Fingal Line
Fingal, ON NOL 1K0
Phone: 519-769-2010
Fax: 519-769-2837
communications@southwold.ca

The Township of Southwold may waive fees to eligible applicants to help offset the fee(s) that would be charged by the Township related to the delivery or presentation of festivals or events which offers an inclusive experience to a wide range of participants.

An approval of waived fees by Council, does not guarantee the availability of a reservation.

Applicants are still required to apply and sign for a park/facility rental agreement, and supply the necessary supporting documentation, such as proof of liability insurance, special occasion permit, and or special event permit.

Council reserves the right to limit the total amount of fees waived annually.

Ineligibility

Some activities are beyond the scope of this program, regardless of their merit. Fees will not be waived for:

- Festivals or events that are similar to those already being provided by the Township
- Festivals or events already funded through other programs or agreements with the Township.
- Damage deposits will not be refunded.
- Non-Township fees or expenses.

Application Checklist

Please submit one hard copy of the following documents with your application for fee reduction / waiver.

- Copy of Township rental agreement, confirming: Dates/times and location of event, and all fees associated with the event.

Applications can be submitted, in person, fax or mail to:

Township of Southwold,
Attention: Community Services & Communications Clerk
35663 Fingal Line
Fingal, ON NOL 1K0
Fax: 519-769-2837
or by email: communications@southwold.ca

Authorization for Application

On behalf of, and with the authority of, the above-mentioned organization, we certify that the information given in this application for waiving of facilities fees is true, correct and complete in every respect.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Michelle Lackey</th>
<th>Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature:</td>
<td>Michelle Lackey</td>
<td>Date:</td>
</tr>
</tbody>
</table>

Page 3 of 3
The Township of Southwold  
Waiving of Facilities Fees Application Form

Township of Southwold  
35663 Fingal Line  
Fingal, ON N0L 1K0  
Phone: 519-769-2010  
Fax: 519-769-2837  
communications@southwold.ca

| Name of Event: | ELGIN AMATEUR RADIO SOCIETY  
FIELD DAY |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Group or Organization</td>
<td>ELGIN AMATEUR RADIO SOCIETY</td>
</tr>
</tbody>
</table>
| Primary & Secondary Contact Person | BRAD SEWARD  5E3BD2  219-769-2837  
WORTH CHISHOLM V3Z 6T2 |
| Purpose of Event | RADIO AMATEURS OF CANADA, AMATEUR  
ENGINEERING SERVICE, ANNUAL  
TEST OF NORTH AMERICAN EMERGENCY COMMUNICATIONS |
| Contact Address | WORTH CHISHOLM V3Z 6T2  219-769-2837  
COMMUNICATIONS OFFICER |
| Postal Code | N0L 1K0 |
| Phone # Primary / Secondary | |
| Email / Website | |
| Not for Profit # or | N/A |
| Charitable Organization Registration #: | |

Activity or Event Information

<table>
<thead>
<tr>
<th>Fees to be Waived (ie: facility rental)</th>
<th>WE ARE (EARS) PREPARED TO PUT A ONE DAY FEE FORfull INSURANCE XPERED PREVIOUS COST $90.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date and Times:</td>
<td>JUNE 2, 2014  10 AM – SUN JUNE 23, 12:30 PM</td>
</tr>
<tr>
<td>Number of People expected:</td>
<td>10-15</td>
</tr>
<tr>
<td>Admission Fee: (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Will food be served?</td>
<td>FREE</td>
</tr>
<tr>
<td>Will alcohol be served?</td>
<td>NO</td>
</tr>
</tbody>
</table>

Activity or Event Description

How will your activity or event enhance community services and recreation in the Township of Southwold?

THE ELGIN AMATEUR RADIO SOCIETY UNDERTAKES THE EXERCISE ANNNUALLY TO TEST ITS EMERGENCY COMMUNICATIONS PERFORMANCE IN PART TO SUPPORT THE EMERGENCY PREPARATION PLAN OF THE TOWNSHIP OF SOUTHWOLD, BACK UP EMERGENCY COMMUNICATIONS REQUIREMENT.
The Township of Southwold

Waiving of Facilities Fees Application Form

Township of Southwold
35663 Fingal Line
Fingal, ON N0L 1K0
Phone: 519-769-2010
Fax: 519-769-2837
communications@southwold.ca

Please describe the projected social, cultural, economic, and environmental impact that the activity or event will have on the Township and its residents.

<table>
<thead>
<tr>
<th>Impact</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The event does provide an opportunity to test emergency communications which in the event of a declared emergency by the Township of Southwold would be a distinct benefit to the community.</td>
<td></td>
</tr>
</tbody>
</table>

What will the impact on the activity or event be if the fee is not waived?

<table>
<thead>
<tr>
<th>Impact</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Elgin Amateur Radio Society is prepared to pay for 1 day usage plus insurance. However, paying for two days will put a strain on our available funds. We may be required to search for an alternate location.</td>
<td></td>
</tr>
</tbody>
</table>

Are you seeking funding from any other sources (fundraising, grants, sponsorships, etc.)?

<table>
<thead>
<tr>
<th>Funding Sources</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Our funding comes from members of the Elgin Amateur Radio Society. Our annual dues are $30,000 which offsets the cost of maintaining three emergency communication repeaters in Elgin County.</td>
<td></td>
</tr>
</tbody>
</table>

What features will you have in place to ensure that your event is accessible to all residents (residents with disabilities)?

<table>
<thead>
<tr>
<th>Features</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The grounds are open to public. Everything takes place at ground level. We do appoint a guide to show the public how the operating station. We would enjoy having council members of the Township attend the exercise.</td>
<td></td>
</tr>
</tbody>
</table>

Deadline for Applications

For events being held in 2020, deadline for submission is Dec. 31st, 2019
The Township of Southwold
Waiving of Facilities Fees Application Form

Township of Southwold
35663 Fingal Line
Fingal, ON N0L 1K0
Phone: 519-769-2010
Fax: 519-769-2837
communications@southwold.ca

The Township of Southwold may waive fees to eligible applicants to help offset the fee(s) that would be charged by the Township related to the delivery or presentation of festivals or events which offers an inclusive experience to a wide range of participants.

An approval of waived fees by Council, does not guarantee the availability of a reservation.

Applicants are still required to apply and sign for a park/facility rental agreement, and supply the necessary supporting documentation, such as proof of liability insurance, special occasion permit, and or special event permit.

Council reserves the right to limit the total amount of fees waived annually.

Ineligibility

Some activities are beyond the scope of this program, regardless of their merit. Fees will not be waived for:
- Festivals or events that are similar to those already being provided by the Township
- Festivals or events already funded through other programs or agreements with the Township.
- Damage deposits will not be refunded.
- Non-Township fees or expenses.

Application Checklist

Please submit one hard copy of the following documents with your application for fee reduction / waiver.

☐ Copy of Township rental agreement, confirming: Dates/times and location of event, and all fees associated with the event.

Applications can be submitted, in person, fax or mail to:

Township of Southwold,
Attention: Community Services & Communications Clerk
35663 Fingal Line
Fingal, ON N0L 1K0
Fax: 519-769-2837
or by email: communications@southwold.ca

Authorization for Application

On behalf of, and with the authority of, the above-mentioned organization, we certify that the information given in this application for waiving of facilities fees is true, correct and complete in every respect.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Woesit Cuthokme</th>
<th>Title:</th>
<th>County or Province of Southwold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature:</td>
<td>[Signature]</td>
<td>Date:</td>
<td>Jan 14, 2020</td>
</tr>
</tbody>
</table>
THE CORPORATION OF TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2020-07

BEING A BY-LAW TO AMEND ASSESSMENT SCHEDULE FOR ACTUAL COSTS INCURRED FOR THE IMPROVEMENT OF THE DAUGHERTY DRAIN 2018.

WHEREAS By-law Number 2018-48, enacted the 8th day of August, 2018 provided reconstruction and extension of portions of the Daugherty Drain 2018 based on the estimates contained in a drainage report dated 23rd, day of March 2018 as submitted by Mike DeVos from the firm of Sprriet and Associates.

AND WHEREAS the Drainage Works were completed as per the Engineer's report and the total actual costs incurred were $126,076.83 (net HST) compared to an original estimated cost of $115,300.00 (net HST). The actual costs for this drainage project was 109.3% of the Engineer's estimate.

NOW THEREFORE the Council of the Corporation of the Township of Southwold pursuant to the Drainage Act, 1990 and amendments thereto, enacts the following:

1. That Schedule “A” to By-Law No. 2020-07 is attached to and forming part of this by-law.
2. And that the assessments listed in the actual costs column of Schedule “A” shall be levied and assessed against the appropriate lands.


Mayor
Grant Jones

Clerk
Katherine Thompson

By-Law No. 2020-07
# SCHEDULE OF FINAL NET ASSESSMENT

**DAUGHERTY DRAIN 2018**

**Township of Southwold**

Job No. 217003  
January 16, 2020

<table>
<thead>
<tr>
<th>ROLL NUMBER</th>
<th>TOTAL ESTIMATED ASSESSMENT</th>
<th>TOTAL ACTUAL ASSESSMENT</th>
<th>GRANT</th>
<th>ALLOW.</th>
<th>TOTAL AMOUNT PAYABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>003-041(R. &amp; B. Beharrell)</td>
<td>$18,950.00</td>
<td>$19,867.01</td>
<td>$6,622.34</td>
<td>$10,640.00</td>
<td>$2,604.67</td>
</tr>
<tr>
<td>003-042(B. Beharrell)</td>
<td>16,530.00</td>
<td>17,329.91</td>
<td>5,776.64</td>
<td>11,530.00</td>
<td>23.27</td>
</tr>
<tr>
<td>**</td>
<td>33,860.00</td>
<td>35,498.93</td>
<td>5,020.00</td>
<td>30,478.93</td>
<td>31.45</td>
</tr>
<tr>
<td>* 003-042-02(D. &amp; S. McNeill)</td>
<td>30.00</td>
<td>31.29</td>
<td></td>
<td>31.29</td>
<td></td>
</tr>
<tr>
<td>003-039(B. Fife)</td>
<td>974.00</td>
<td>1,021.13</td>
<td>340.38</td>
<td>680.75</td>
<td></td>
</tr>
<tr>
<td>**</td>
<td>663.00</td>
<td>695.08</td>
<td></td>
<td>695.08</td>
<td></td>
</tr>
<tr>
<td>003-043(B. &amp; M. Pennings)</td>
<td>1,624.00</td>
<td>1,702.59</td>
<td>567.53</td>
<td>100.00</td>
<td>1,035.06</td>
</tr>
<tr>
<td>**</td>
<td>530.00</td>
<td>555.65</td>
<td></td>
<td>555.65</td>
<td></td>
</tr>
<tr>
<td>003-040(D. Cole)</td>
<td>3,898.00</td>
<td>4,086.63</td>
<td>1,362.21</td>
<td>150.00</td>
<td>2,574.42</td>
</tr>
<tr>
<td>**</td>
<td>2,038.00</td>
<td>2,136.62</td>
<td></td>
<td>2,136.62</td>
<td></td>
</tr>
<tr>
<td>003-045(T. Spicer)</td>
<td>275.00</td>
<td>288.31</td>
<td>96.10</td>
<td>192.21</td>
<td></td>
</tr>
<tr>
<td>**</td>
<td>167.00</td>
<td>175.08</td>
<td></td>
<td>175.08</td>
<td></td>
</tr>
<tr>
<td>* 003-044(J. Spicer)</td>
<td>15.00</td>
<td>15.73</td>
<td></td>
<td>15.73</td>
<td></td>
</tr>
<tr>
<td>003-090(J. &amp; G. Luyks Farms Ltd.)</td>
<td>3,035.00</td>
<td>3,181.87</td>
<td>1,060.62</td>
<td>100.00</td>
<td>2,021.25</td>
</tr>
<tr>
<td>**</td>
<td>331.00</td>
<td>347.02</td>
<td></td>
<td>347.02</td>
<td></td>
</tr>
<tr>
<td>003-092(J. Spicer)</td>
<td>439.00</td>
<td>460.24</td>
<td>153.41</td>
<td>306.83</td>
<td></td>
</tr>
<tr>
<td>**</td>
<td>266.00</td>
<td>278.87</td>
<td></td>
<td>278.87</td>
<td></td>
</tr>
</tbody>
</table>

* Third Line (Cty 18)     | $5,150.00            | $5,399.22            | $          | $          | $5,399.22           |
* Non-Prorated Special Assessment | 11,890.00             | 16,946.57           |        | 16,946.57          |
* Union Road (Twp of Southwold) | 3,906.00             | 4,095.02           |        | 4,095.02          |
* Non-Prorated Special Assessment | 7,520.00             | 8,752.44           |        | 8,752.44          |
* Union Road (Cty 20)        | 59.00                | 61.86                |        | 61.86            |
* Union Gas - special Assessment | 1,575.00             | 1,575.00           |        | 1,575.00          |
* Township of Southwold Water - Special | 1,575.00             | 1,575.00           |        | 1,575.00          |

**TOTALS**

$115,300.00 $126,076.83 $15,979.23 $27,540.00 $82,557.60
THE CORPORATION OF TOWNSHIP OF SOUTHWOLD

BY-LAW NO. 2020-08

BEING A BY-LAW TO AMEND ASSESSMENT SCHEDULE FOR ACTUAL COSTS INCURRED FOR THE IMPROVEMENT OF THE HUTCHINSON DRAIN 2018.

WHEREAS By-law Number 2018-53, enacted the 10th day of September, 2018 provided construction of the Hutchinson Drain 2018 based on the estimates contained in a drainage report dated 16th, day of May 2018 as submitted by Mike DeVos from the firm of Spriet and Associates.

AND WHEREAS the Drainage Works were completed as per the Engineer’s report and the total actual costs incurred were $49,135.70 (net HST) compared to an original estimated cost of $47,800.00 (net HST). The actual costs for this drainage project was 102.8% of the Engineer’s estimate.

NOW THEREFORE the Council of the Corporation of the Township of Southwold pursuant to the Drainage Act, 1990 and amendments thereto, enacts the following:

1. That Schedule “A” to By-Law No. 2020-08 is attached to and forming part of this by-law.
2. And that the assessments listed in the actual costs column of Schedule “A” shall be levied and assessed against the appropriate lands.


Mayor
Grant Jones

Clerk
Katherine Thompson

By-Law No. 2020-08
## SCHEDULE OF FINAL NET ASSESSMENT

### HUTCHINSON DRAIN 2018

**Township of Southwold**

**Job No.** 214259

**January 16, 2020**

<table>
<thead>
<tr>
<th>Total Estimated Cost $</th>
<th>Total Actual Cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>47,800.00</td>
<td>49,135.70</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Special Non Pro-rateable Assessments $</th>
<th>Total Actual Non Pro-rateable Assessments $</th>
</tr>
</thead>
<tbody>
<tr>
<td>6,340.00</td>
<td>6,340.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>total Estimated Pro-rateable Assessment $</th>
<th>Total Actual Pro-rateable Assessment $</th>
</tr>
</thead>
<tbody>
<tr>
<td>41,460.00</td>
<td>42,795.70</td>
</tr>
</tbody>
</table>

* = Non-agricultural

<table>
<thead>
<tr>
<th>ROLL NUMBER (OWNER)</th>
<th>TOTAL ESTIMATED ASSESSMENT</th>
<th>TOTAL ACTUAL ASSESSMENT</th>
<th>GRANT</th>
<th>ALLOW.</th>
<th>TOTAL AMOUNT PAYABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-036 (P. Hutchinson)</td>
<td>$ 26,821.00</td>
<td>$ 27,685.08</td>
<td>$ 9,228.36</td>
<td>$ 5,110.00</td>
<td>$ 13,346.72</td>
</tr>
<tr>
<td>* 05-032 (R. Katzer &amp; K. Zacs)</td>
<td>$ 1,543.00</td>
<td>$ 1,592.71</td>
<td></td>
<td></td>
<td>1,592.71</td>
</tr>
<tr>
<td>* 05-030 (McArthur Cemetery Trus)</td>
<td>$ 1,858.00</td>
<td>$ 1,917.86</td>
<td></td>
<td></td>
<td>1,917.86</td>
</tr>
<tr>
<td>* Magdala Road</td>
<td>$ 5,059.00</td>
<td>$ 5,221.98</td>
<td></td>
<td></td>
<td>5,221.98</td>
</tr>
<tr>
<td>* 2nd Line</td>
<td>$ 6,179.00</td>
<td>$ 6,378.07</td>
<td></td>
<td></td>
<td>6,378.07</td>
</tr>
<tr>
<td>Non Prorated Special Assessment</td>
<td>$ 6,340.00</td>
<td>$ 6,340.00</td>
<td></td>
<td></td>
<td>6,340.00</td>
</tr>
</tbody>
</table>

**TOTALS**

| $ 47,800.00 | $ 49,135.70 | $ 9,228.36 | $ 5,110.00 | $ 34,797.34 |

Schedule "A" to By-law No. 2020-08
January 13, 2020

Honourable Steve Clark  
Minister of Municipal Affairs and Housing  
17th Floor  
777 Bay St.  
Toronto, ON M5G 2E5

Dear Minister Clark,

We are writing to you on behalf of the citizens of Wainfleet as part of our ongoing disaster recovery efforts arising from the October 31, 2019 wind storm and seiche along the north shore of Lake Erie.

During that event, citizens in the Township experienced considerable damage and loss to property and private infrastructure. These properties will continue to be at risk during recovery efforts, should other extreme weather events occur.

With this in mind, we respectfully request that you activate the Disaster Recovery Assistance for Ontarians program (DRAO) to assist our efforts.

We have every confidence that your support in this matter will allow our residents to recover, rebuild and resume their lives after what has been a very difficult and trying ordeal.

On behalf of the Township of Wainfleet, we thank you for your consideration and will continue to work diligently with Ministry staff going forward.

Respectfully,

Kevin Gibson  
Mayor

William Kolasa  
Chief Administrative Officer

Morgan Alcock  
Fire Chief/CEMC

cc: Fort Erie, Port Colborne, Welland, Haldimand County, Norfolk County, Bayham, Malahide, Central Elgin, Southwold, Dutton Dunwich, West Elgin, Chatham-Kent, Leamington, Kingsville, Essex, Amherstburg, LaSalle
THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

BY- LAW NO. 2020-09

Being a by-law to confirm the resolutions and motions of the Council of the Township of Southwold, which were adopted on January 15, 2020, January 23, 2020 and January 27, 2020.

WHEREAS Section 5(3) of the Municipal Act, 2001, Chapter 25, provides that a municipal power, including a municipality’s capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise.

WHEREAS it has been expedient that from time to time, the Council of the Corporation of the Township of Southwold should enact by resolution or motion of Council;

AND WHEREAS it is deemed advisable that all such actions that have been adopted by a resolution or motion of Council only should be authorized by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Southwold enacts as follows:

1. That the actions of the Council of the Township of Southwold at the Special Council Meetings held on January 15, 2020 and January 23, 2020 and the Regular Meeting of Council held on January 27, 2020; in respect to each report, motion, resolution or other action passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law.

2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action, or obtain approvals, where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the Corporate Seal of the Township of Southwold to all such documents.


Mayor
Grant Jones

Clerk
Katherine Thompson

By-law No. 2020-09