



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, November 19, 2025, 6:00 PM

Council Present: Mayor Allan Mayhew;
Deputy Mayor Mike Sholdice;
Councillor Majorie Emery;
Councillor Joel Haggith;
Councillor Don McCallum;
Councillor Mark McGill;
Councillor Ed Myers;
Councillor Martin Vink;

Staff Present: Amanda Gubbels, CAO
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager;
Alana Kertesz, Planner
Erin Besch, Planner
Colleen Kelly, Deputy Clerk

Meeting can be viewed at:

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88l4A>

1. CALL TO ORDER

Mayor Mayhew called the meeting to order at 6:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2025-307

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Regular Agenda of Council dated November 19, 2025 be accepted as presented

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2025-308

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.10, as set out on the Consent Agenda for the November 19, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the November 5, 2025 Regular Council Meeting.

Carried

5.1 Draft Regular Meeting of Council Minutes - November 5, 2025

5.2 Draft Special Meeting of Council Minutes - November 5, 2025

5.3 Brooke-Alvinston Fire Committee Meeting Minutes - August 7, 2025

5.4 Voucher Report - October 2025 (FIN-2025-20)

5.5 Middlesex County Council Meeting Highlights - November 4, 2025

5.6 Middlesex County Official Plan Amendment No. 4 - Combined Notice of Public Open House and Public Meeting

5.7 Township of Dawn-Euphemia Official Plan Review - Notice of Public Meeting - December 15, 2025

5.8 St. Clair Region Conservation Authority (SCRC) Meeting Highlights - October 23, 2025

5.9 St. Clair Region Conservation Authority (SCRC) 2026 Draft Budget

- 5.10 Minister of Finance Peter Bethlenfalvy - Update on the 2026 Ontario Municipal Partnership Fund (OMPF)

6. COMMITTEE OF ADJUSTMENT

2025-309

Moved by Councillor Mark McGill

Seconded by Mayor Allan Mayhew

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:06 p.m.

Carried

7. PUBLIC MEETINGS

- 7.1 Court of Revision - Lethbridge Road Drain 2025

2025-310

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Don McCallum

That Mayor Mayhew be appointed to the Court of Revision and act as chair for the Lethbridge Road Drain 2025.

And that Councillors McGill, McCallum, Vink and Deputy Mayor Sholdice be appointed to the Court of Revision for the Lethbridge Road Drain 2025.

And that Council temporarily adjourn the regular meeting to sit as the Court of Revision at 6:23 p.m.

Carried

- 7.2 Zoning By-law Amendment Application P11-2025 submitted by David Janssens - 23260 Mayfair Road

Planner Besch presented the report. The applicant David Janssens was in attendance but had no additional comments. There were no questions from members of Council. There were no oral or written comments from the public.

2025-311

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025, prepared by the Planner titled Zoning By-law Amendment Application P11-2025, submitted by David Janssens – 23260 Mayfair Road for information;

And that Application for Zoning By-law Amendment P11-2025, which proposes to rezone the subject lands from the General Agricultural (A1) Zone to a site-specific General Agricultural (A1-16) to permit the establishment of permanent farm labour accommodations and an agricultural processing establishment be **Granted**.

Carried

7.3 Zoning By-law Amendment Application P12-2025 submitted by Thomas Field - 3264 Oil Field Drive

Planner Kertesz presented the report. The applicant Thomas Field was in attendance but had no additional comments. There were no questions from members of Council. There were no oral or written comments from the public.

2025-312

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025, prepared by the Planner titled Zoning By-law Amendment Application P12-2025, submitted by Thomas Field – 3264 Oil Field Drive for information;

And that Application for Zoning By-law Amendment P12-2025, which proposes to rezone the severed parcel created through Consent Application B7-2024 from 'General Agricultural (A1) Zone' to the 'Rural Residential (RR) Zone' in order to recognize the residential use of the lands and rezone the retained parcel created through Consent Application B7-2024 from 'General Agricultural (A1) Zone' to the 'Agricultural (A2) Zone' in order to prohibit the construction of a residential dwelling be **Granted**.

Carried

7.4 Official Plan Amendment No. 5, Zoning By-law Amendment Application P7-2025 and Draft Plan of Subdivision South Street Phase 3 (39T-SM2502) submitted by Zelinka Priamo Ltd. on behalf of Vaughan Developments Corp.

Planner Besch presented the report. Laura Jamieson, Zelinka Priamo Limited spoke on behalf of the applicant, briefly outlining the three applications being presented to Council. Jon Bakker, Development Engineering London Limited, spoke to the applications and spoke to the ability of the pump station to support the existing development and fire demands as well as answering questions regarding drainage.

Barbara Axford (242 South Street) spoke to the concern about the impacts of the proposed development, including stormwater drainage challenges, capacity of existing water and sewer systems, construction-related noise, dust, traffic and potential road damage to South Street and Elizabeth Street. Questions were also raised regarding how stormwater will be managed, status of existing drainage lines, construction timelines, fill removal, traffic control, and maintenance responsibility for the rear drainage ditch.

Kim McCullough (274 South Street) presented a petition from local residents regarding their opposition to the proposed change in zoning designation from open space to residential for the Phase 3 South Street development. She also spoke to concerns regarding losing a key community green space, increased traffic and safety risks, and the permanent loss of ecological value and wildlife habitat. She also noted rail-related development constraints and questioned the need for higher-density housing.

Elizabeth Cummings (218 South Street) spoke to her concern that the proposed development will worsen existing drainage issues and stated that the rear swale requires attention through legal methods. She is concerned about an increase in traffic and speeding on roads, suggesting that sidewalks and traffic-calming measures should be considered. There was special concern for Elizabeth Street, believing the increase in traffic will require upgrades to that road.

Members of council asked questions regarding the proposed building timeline and the effectiveness of the drainage handling the stormwater.

2025-313

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025, prepared by the Planner titled Official Plan Amendment No. 5, Zoning By-law Amendment Application P7-2025 & Draft Plan of Subdivision – South Street Phase 3 (39T-SM2502), submitted by Zelinka Priamo Ltd. on behalf of Vaughan Developments Corp. for information;

And that staff provide a subsequent report evaluating the applications, taking into account all public and agency comments received, with a recommendation for Council's consideration at a future meeting.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Service Delivery & Service Excellence Initiative - Findings and Recommendations (CAO-2025-58)

2025-314

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025, prepared by the Chief Administrative Officer titled Service Delivery & Service Excellence Initiative – Findings and Recommendations (CAO-2025-58) for information;

And that Council approve Report (CAO-2025-58), Service Delivery & Service Excellence Initiative – Findings and Recommendations;

And that Council endorses the recommendations as a framework to guide the Municipality's ongoing service delivery and organizational improvement efforts;

And that the Chief Administrative Officer be directed to works towards implementing the recommendations from the Service Delivery & Service Excellence Initiative;

And that the Chief Administrative Officer be directed to provide future updates to Council on implementation progress, with specific actions and resource needs to be brought forward through annual budget and work planning processes.

Carried

8.2 Clerk - None

8.3 Finance

8.3.1 2026 Proposed Fees and Charges (FIN-2025-21)

2025-315

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19th, 2025 prepared by the Manager of Finance/Treasurer titled 2026 Proposed Fees and Charges (FIN-2025-21) for information.

And that the Clerk be authorized to bring a by-law for the 2026 Fees and Charges to the December 3, 2025 meeting.

Carried

8.4 Public Works

8.4.1 McAlpine Drain Tender Award (DS-2025-17)

Councillor Haggith left the table at 7:38 p.m.

2025-316

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19th, 2025, prepared by the Drainage Superintendent titled McAlpine Drain Tender Award (DS-2025-17) for information;

And that Council accepts the recommendation from Spriet Associates Engineers and Architects to award the tender for the McAlpine Drain to Van Bree Infrastructure in the amount of \$ 118,740.00 (excluding HST);

And that the Mayor and Clerk be authorized to execute any necessary documents.

Carried

8.4.2 Currie Drain and Kerekes Drain Improvement (DS-2025-18)

Councillor Haggith returned to the table at 7:40 p.m.

2025-317

Moved by Councillor Don McCallum

Seconded by Councillor Majorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025 prepared by the Drainage Superintendent titled Currie Drain and Kerekes Drain Improvement (DS-2025-18) for information;

And that Council accept the request under Section 78 of the Drainage Act from the owner of Conc. R2N Lot 23, for an improvement to the Currie Drain and Kerekes Drain (formerly of Ekfrid Township).

Carried

8.5 Community Services and Facilities

8.5.1 Update on Facility Rentals and Revenue (CSF-2025-09)

2025-318

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated November 19, 2025 prepared by the Manager of Community Services and Facilities titled Update on Facility Rentals and Revenue (CSF-2025-09) for information;

And that Council direct staff to require all user groups currently receiving discounted or free facility rentals to apply through the Municipality's Council Grant Program beginning in 2026.

Carried

8.6 Fire - None

8.7 Building - None

8.8 Planning - None

- 9. NOTICE OF MOTION - None
- 10. CORRESPONDENCE AND PETITIONS - None
- 11. UNFINISHED BUSINESS - None
- 12. NEW BUSINESS - None
- 13. COUNTY COUNCIL AND CONFERENCE UPDATE - None
- 14. ANNOUNCEMENTS

Mayor Mayhew recognized and thanked all those involved in providing a fun and safe Halloween night and Santa Parade for the families in the municipality.

15. CLOSED SESSION

2025-319

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 7:57 p.m. to permit the holding of a meeting in Closed Session for the purpose(s) of:

Exceptions Pursuant to Section 239(2) of the Municipal Act, 2001

Section 239(2)(c) - a proposed or pending acquisition or disposition of land by the municipality or local board; AND

Section 239(2)(k) - 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. 2001, c.25, s.239(2); 2017, c.10, Sched. 1, s.26.

Carried

15.1 Closed Meeting Minutes - November 5, 2025

15.2 Closed Item - Section 239(2)(c) and Section 239(2)(k)

16. BUSINESS ARISING FROM CLOSED SESSION

2025-320

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 8:16 p.m;

And that Council approve the minutes from the November 5, 2025 closed session meeting;

And that during closed session Council received information related to Item 15.2 (Section 239(2)(c) and Section 239(2)(k)) and provided direction for staff.

Carried

17. BY-LAWS

2025-321

Moved by Councillor Ed Myers

Seconded by Deputy Mayor Mike Sholdice

That the Council of Southwest Middlesex adopt the by-laws listed below as read.

Carried

17.1 By-law 2025/097 Being a by-law to amend zoning by-law 2011/065 - David Janssens - 23260 Mayfair Road

17.2 By-law 2025/098 Being a by-law to amend zoning by-law 2011/065 - Thomas Field - 3264 Oil Field Drive

17.3 By-law 2025/099 Being a by-law to permanently close a portion of a public highway - River Drive

17.4 By-law 2025/100 Being a by-law to confirm the proceedings of Council on November 19, 2025

18. FUTURE MEETINGS (subject to change)

Special Meeting of Council - November 20, 2025 at 10:30 a.m.

Regular Meeting of Council - December 3, 2025 at 1:30 p.m.

Special Meeting of Council - December 10, 2025 at 9:30 a.m.

19. ADJOURNMENT

2025-322

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Municipality of Southwest Middlesex Regular Meeting of Council be adjourned at 8:26 p.m.

Carried