



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, November 5, 2025, 1:30 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
Kendra Kettler, Clerk
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager
Kevin Miller, Manager of Community Services & Facilities
Gary Johnston, Fire Chief
Erin Besch, Planner

Due to technical difficulties, the meeting was not recorded.

1. CALL TO ORDER

Mayor Mayhew called the meeting to order at 1:32 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2025-300

Moved by Councillor Ed Myers

Seconded by Councillor Don McCallum

That the Regular Agenda of Council dated November 5, 2025 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2025-301

Moved by Councillor Martin Vink

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.12, as set out on the Consent Agenda for the November 5, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the October 15, 2025 Regular Council Meeting.

Carried

- 5.1 Draft Minutes of the Regular Meeting of Council - October 15, 2025
- 5.2 Draft Minutes of the Recreation Committee Meeting - October 9, 2025
- 5.3 Third Quarter 2025 Building Activity Summary (CBO-2025-04)
- 5.4 Downtown Glencoe Parking Along Main Street - Keeping Spaces Open for Shoppers
- 5.5 Watson & Associates - Assessment of Bill 17 (Protect Ontario by Building Faster and Smarter Act, 2025) and Proposed Amendments to Operationalize Payment of Development Charges at Occupancy
- 5.6 Middlesex County Council Meeting Highlights - October 7, 2025
- 5.7 Middlesex-London Health Unit (MLHU) - Monthly Board of Health Update - October 2025
- 5.8 Middlesex-London Health Unit (MLHU) - 2026 Board of Health and Committee Meeting Schedule

- 5.9 Notice of Statutory Strathroy-Caradoc Public Open House - Comprehensive Review of the Strathroy-Caradoc Zoning By-law - November 10, 2025
- 5.10 Strathroy-Caradoc Notice of Applications and Public Meeting - Application for an Official Plan Amendment - OPA2-2025 as initiated by the municipality to update housing policies - November 17, 2025
- 5.11 Town of Plympton-Wyoming resolution - Objection to Updated Hearing Guidelines Adopted by the St. Clair Region Conservation Authority (SCRCA) Board of Directors on September 18, 2025
- 5.12 Honourable Robert Flack, Minister of Municipal Affairs and Housing - Update on Amendments to the Development Charges Act, 1997 made by Bill 17

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 CAO Quarterly Update - Q3 2025 (CAO-2025-56)

2025-302

Moved by Councillor Majorie Emery

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated November 5, 2025, prepared by the Chief Administrative Officer titled CAO Quarterly Status Report for Q3 2025 (CAO-2025-56) for information.

Carried

8.2 Clerk - None

8.3 Finance - None

8.4 Public Works - None

8.5 Community Services and Facilities - None

8.6 Fire - None

8.7 Building - None

8.8 Planning

8.8.1 Removal of Holding Symbol P9-2025 submitted by Utopia Custom Homes Inc. - 13 Stella Avenue, Glencoe

2025-303

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated November 5, 2025, prepared by the Planner titled Removal of Holding Symbol P9-2025, submitted by Utopia Custom Homes Inc. for information;

And that Application for Zoning By-law Amendment P9-2025, which proposes to remove the Holding Symbol (H-1) as it applies to a portion of the lands known municipally as 13 Stella Avenue in Glencoe and legally described as Part of Lot 13, RCP 431; and more specifically as Parts 1,2 & 3 of RP 33R11167 be Granted.

Carried

- 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 - None**
- 15. **CLOSED SESSION**

2025-304

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 1:53 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

Carried

- 15.1 Closed Meeting Minutes - October 15, 2025
- 15.2 Closed Item - Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.
- 15.3 Closed Verbal Report - 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

16. BUSINESS ARISING FROM CLOSED SESSION

2025-305

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 2:16 p.m.

And that during Closed Session Council approved the previous closed minutes from October 15, 2025.

And that during the November 5, 2025 Closed Session, Council received information related to Section 239(2)(c) for information;

And that Council permanently close 'Part of a public highway known as River Drive, legally described as Parts 1 through 4 on 33R21823, being part of PIN 08558-0016' and bring back a road closure by-law following the requirements of our Notice Policy;

and that during Closed Session, Council received information related to Section 239(2)(k).

Carried

17. BY-LAWS

2025-306

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Don McCallum

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

Carried

- 17.1 By-law 2025/094 Being a by-law to amend zoning by-law 2011/065 - Remove Hold - 13 Stella Avenue
- 17.2 By-law 2025/095 Being a by-law to authorize entering into a Southwestern Ontario Development Fund Program grant agreement for the Glencoe and Business and Industrial Park Servicing Project
- 17.3 By-law 2025/096 Being a by-law to confirm the proceedings of Council on November 5, 2025

18. FUTURE MEETINGS (subject to change)

Regular Meeting of Council – November 19, 2025 at 6:00 p.m.

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

19. ADJOURNMENT

The Regular Meeting of Council adjourned at 2:19 p.m.