



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, September 17, 2025, 6:00 PM

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

Council Absent: Mayor Allan Mayhew;
Councillor Ed Myers;

Staff Present: Amanda Gubbels, CAO
Kendra Kettler, Clerk
Andrew Neely, Drainage Superintendent;
Alana Kertesz, Planner
Erin Besch, Planner (virtually)

Meeting can be viewed at:

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

1. CALL TO ORDER

Deputy Mayor Sholdice 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

2025-257

Moved by Councillor Don McCallum

Seconded by Councillor Majorie Emery

That the following item be added to the Meeting Agenda - Item 15.5 - Closed Item - Section 239(2)(d) - labour relations or employee negotiations

And that the Regular Agenda of Council dated September 17, 2025 be accepted as amended

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2025-258

Moved by Councillor Majorie Emery

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.11, as set out on the Consent Agenda for the September 17, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the September 3, 2025 Regular Council Meeting.

Carried

- 5.1 Draft Minutes of the Regular Meeting of Council - September 3, 2025
- 5.2 Voucher Report - August 2025 (FIN-2025-18)
- 5.3 Approved Minutes of the Brooke-Alvinston Fire Committee Meeting - May 1, 2025
- 5.4 Food Drive in Middlesex County
- 5.5 Middlesex County Council Meeting Highlights - August 12, 2025
- 5.6 Middlesex County Council Meeting Highlights - September 9 2025
- 5.7 Middlesex London Health Unit (MLHU) Monthly Board of Health Update - July 2025

- 5.8 Middlesex London Health Unit (MLHU) - Transportation Networks: Active Transportation
- 5.9 Municipality of Bluewater resolution of support regarding Closure of Before and After School Programs
- 5.10 City of Brantford resolution of support regarding Advocacy for Provincial Scrap Metal Legislation and Bail System Reform
- 5.11 Township of Terrace Bay resolution of support regarding Exemption to Ontario Regulation 343/22 - Firefighter Certification Requirements

6. COMMITTEE OF ADJUSTMENT

2025-259

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:03 p.m.

Carried

7. PUBLIC MEETINGS

- 7.1 Court of Revision

2025-260

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That Deputy Mayor Sholdice be appointed to the Court of Revision and act as chair for the Chittam Drain 2025.

And that Councillors Emery, Vink, McGill and Haggith be appointed to the Court of Revision for the Chittam Drain 2025.

And that Council temporarily adjourn the regular meeting to sit as the Court of Revision at 6:19 p.m.

Carried

- 7.2 Zoning By-law Amendment Application P8-2025 submitted by MHBC Planning c/o Scott Allen on behalf of Toni Doody-Syrett and Paul Doody - 6170 Glendon Drive (County Road 14)

The Planner presented their report. The applicant and their agent were present. The agent spoke that they are in support their application recommendation. No additional comments or questions received.

2025-261

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17, 2025 prepared by the Planner titled Zoning By-law Amendment Application P8-2025, submitted by MHBC Planning c/o Scott Allen on behalf of Toni Doody-Syrett and Paul Doody – 6170 Glendon Drive (County Road 14) for information;

And that By-law 2025/082 for Zoning By-law Amendment Application P8-2025, which proposes to rezone the subject lands from ‘General Agricultural (A1) Zone’ to a ‘site-specific General Agricultural (A1-14-H-11a) Zone with a holding provision’ to permit a service shop as an On-Farm Diversified Use in addition to site-specific provisions be Approved.

Carried

- 7.3 Zoning By-law Amendment Application P10-2025 submitted by Giret Holdings Limited c/o Jonathan Giret - 247 Main Street (County Road 80), Glencoe

The Planner presented their report. The applicant, Jonathan Giret was present via telephone. There were questions regarding parking on Main Street and about current use of the building from members of Council. No additional written or oral submissions were received.

2025-262

Moved by Councillor Joel Haggith

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17th, 2025, prepared by the Planner titled Zoning By-law Amendment Application P10-2025, submitted by Giret Holdings Limited – 247 Main Street, Glencoe for information;

And that By-law 2025/083 for Application for Zoning By-law Amendment P10-2025, which proposes to rezone the subject lands from the Core Commercial (C1) Zone to a site specific Core Commercial (C1-5) Zone to permit the existing building to be used as a duplex be Granted.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Refreshment Vehicle Agreement - Request for Extension and Winter Operation (CAO-2025-48)

2025-263

Moved by Councillor Mark McGill

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive report dated September 17, 2025, prepared by the Chief Administrative Officer, titled Refreshment Vehicle Agreement – Request for Extension and Winter Operation (CAO-2025-48) for information;

And that Council approve a sole-sourced amendment to the current agreement with Mr. and Mrs. Tountas (the Contractor) to extend the term (five years or an alternate term), adopt the revised rent structure subject to annual cost-of-living adjustments, and direct the CAO to return to Council with a draft agreement incorporating these provisions for Council's consideration and approval.

Carried

8.1.2 Downtown Parking Public Education Campaign (CAO-2025-49)

2025-264

Moved by Councillor Joel Haggith

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17, 2025, prepared by the Chief Administrative Officer, titled Downtown Parking Public Education Campaign (CAO-2025-49) for information;

And that Council approve the Downtown Parking Public Education Campaign, as endorsed by the Economic Development Committee on September 11, 2025.

Carried

8.1.3 Rural Ontario Development Program (RODP) - Grant Application Opportunity (CAO-2025-50)

2025-265

Moved by Councillor Mark McGill

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17, 2025, prepared by the Chief Administrative Officer, titled Rural Ontario Development Program (RODP) – Grant Application Opportunity (CAO-2025-50) for information;

And that Council direct staff to prepare and submit an application under the Rural Ontario Development Program for the development of a Wayfinding Signage and Strategy for an amount of \$30,000, and that the required 50% municipal share (\$15,000) be referred to the 2026 Budget process.

Carried

8.2 Clerk - None

8.3 Finance - None

8.4 Public Works

8.4.1 Deacon-Winship Drain - Access Bridge Replacement (DS-2025-14)

2025-266

Moved by Councillor Martin Vink

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17, 2025 prepared by the Drainage Superintendent titled Deacon-Winship Drain-Access Bridge Replacement (DS-2025-14) for information;

And that Council appoint Spriet Associates Engineers & Architects under Section 78 of the Drainage Act from the owner of Conc. 2 Lot 15, for a replacement bridge to the Deacon Winship Drain (formerly of Mosa Township).

Carried

8.4.2 McCahon Trillium Drain Tender Award (DS-2025-15)

2025-267

Moved by Councillor Joel Haggith

Seconded by Councillor Majorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17th, 2025 prepared by the Drainage Superintendent titled McCahon Trillium Drain Tender Award (DS-2025-15) for information;

And that Council accepts the recommendation from Spriet Associates Engineers and Architects to award the tender for the McCahon-Trillium Drain to McNally Excavating Ltd in the amount of \$119,200.00 (excluding HST);

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

Carried

8.5 Community Services and Facilities - None

8.6 Fire - None

8.7 Building - None

8.8 Planning

8.8.1 Zoning By-law Amendment Application P3-2025 submitted by Siv-ik Planning and Design Inc. c/o Dan Murphy on behalf of Arvai Developments Inc - North Side of Appin Road (County Road 14), east side of Stella Avenue, Glencoe

2025-268

Moved by Councillor Joel Haggith

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated September 17, 2025 prepared by the Planner titled Zoning By-law Amendment Application P3-2025, submitted by Siv-ik Planning & Design Inc. c/o Dan Murphy on behalf of Arvai Developments Inc. for information;

And that By-law 2025/084 for Zoning By-law Amendment Application P3-2025, which proposes to rezone the subject lands from 'Residential First Density (R1(1) Zone' to the 'Site-Specific Residential Third Density Zone with Holding Provisions (R3-7-H-12-H-13) ' to permit townhouse dwellings in addition to site-specific provisions be Approved.

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**

The Glencoe Fair will run September 18th to September 21st

- 15. **CLOSED SESSION**

2025-269

Moved by Councillor Joel Haggith

Seconded by Councillor Mark McGill

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 7:29 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

- 15.1 Draft Closed Meeting Minutes - September 3, 2025
- 15.2 Closed Item - 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 of local board. 2001, c.25, s.239(2); 2017, c.10, Sched. 1,s.26.
- 15.3 Closed Item - 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 of local board. 2001, c.25, s.239(2); 2017, c.10, Sched. 1,s.26.
- 15.4 Closed Item - Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees
- 15.5 Closed Item - Section 239(2)(d) - labour relations or employee negotiations

16. BUSINESS ARISING FROM CLOSED SESSION

2025-270

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 8:24 p.m.

And that during closed session Council approved the previous closed minutes from September 3, 2025;

And that during closed session Council received information related to 2 separate items related to Section 239(2)(k) for information;

And that during closed session Council received information related to Section 239(2)(b) and provided direction;

And that during closed session Council received information related to Section 239(2)(d) for information.

17. BY-LAWS

2025-271

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Council of Southwest Middlesex give a third and final reading to by-law 2025/072 and adopt by-laws 2025/082 to 2025/085, as listed below.

Carried

17.1 By-law 2025/072 Being a by-law to provide for the drainage works being the McAlpine Drain 2025 (Third and Final Reading)

17.2 By-law 2025/082 Being a by-law to amend Zoning By-law 2011/065 - Doody - 6170 Glendon Drive

17.3 By-law 2025/083 Being a by-law to amend Zoning By-law 2011/065 - Giret - 247 Main Street

17.4 By-law 2025/084 Being a by-law to amend Zoning By-law 2011/065 - Arvai Developments Inc. - Appin Road

17.5 By-law 2025/085 Being a by-law to confirm the proceedings of Council on September 17, 2025

18. FUTURE MEETINGS (subject to change)

Wednesday, October 1, 2025 at 1:30 p.m.

Wednesday, October 15, 2025 at 6:00 p.m.

19. ADJOURNMENT

2025-272

Moved by Councillor Joel Haggith

Seconded by Councillor Majorie Emery

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

Carried