



**Municipality of Southwest Middlesex**

**Regular Council Meeting**

**Minutes**

**Wednesday, March 19, 2025, 6:00 PM**

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

**Council Absent:** Councillor Ed Myers;

**Staff Present:** Amanda Gubbels, CAO  
Kendra Kettler, Clerk  
Mack Meloche, Treasurer  
Andrew Neely, Drainage Superintendent;  
Alana Kertesz, Planner  
Erin Besch, Planner

**Meeting can be viewed at:**

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

---

**1. CALL TO ORDER**

Mayor Mayhew called the meeting to order at 6:01 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest.

### **3. CONFIRMATION OF THE AGENDA**

2025-081

**Moved by** Deputy Mayor Mike Sholdice

**Seconded by** Councillor Joel Haggith

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

Carried

### **4. DELEGATIONS AND PRESENTATIONS**

4.1 Oath of Office - Ward 3 Councillor - Majorie Emery

Marjorie Emery took her Oath of Office as Ward 3 Councillor.

### **5. CONSENT AGENDA**

2025-082

**Moved by** Councillor Martin Vink

**Seconded by** Councillor Don McCallum

That Council for the Municipality of Southwest Middlesex receive Items 5.1. to 5.7 as set out on the Consent Agenda for the March 19, 2025 Regular Meeting of Council, for information with the exception of Items 5.5 Town of LaSalle resolution of support regarding Tariffs on Canadian Production and Item 5.6 Township of Puslinch resolution of support regarding Town of Hanover - Federal and Provincial Call to Action to Buy Canadian, which shall be introduced separately;

And that Council approve the minutes of the March 5, 2025 Special Budget Meeting and March 5, 2025 Regular Council Meeting.

Carried

2025-083

**Moved by** Councillor Mark McGill

**Seconded by** Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the support resolutions from Town of LaSalle regarding Tariffs on Canadian Production and Township of Puslinch regarding Town of Hanover - Federal and Provincial Call to Action to Buy Canadian for information;

And that Council direct staff to prepare letters of support.

Carried

- 5.1 Draft Minutes of the Special Budget Meeting - March 5, 2025
- 5.2 Draft Minutes of the Regular Meeting of Council - March 5, 2025
- 5.3 Voucher Report - February 2025 (FIN-2025-08)
- 5.4 Ontario Clean Water Agency - Tri-County Drinking Water System - Annual Water Report Issued February 21, 2025
- 5.5 Town of LaSalle resolution of support regarding Tariffs on Canadian Production
- 5.6 Township of Puslinch resolution of support regarding Town of Hanover - Federal and Provincial Call to Action to Buy Canadian
- 5.7 City of Sarnia resolution of support regarding Carbon Tax

**6. COMMITTEE OF ADJUSTMENT**

2025-084

**Moved by** Councillor Mark McGill

**Seconded by** Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:09 p.m.

Carried

**7. PUBLIC MEETINGS**

- 7.1 Court of Revision -

2025-085

**Moved by** Councillor Don McCallum

**Seconded by** Deputy Mayor Mike Sholdice

That Mayor Mayhew be appointed to the Court of Revision and act as chair for the Eddie Drain and Keith Cameron Drain;

And that Deputy Mayor Sholdice, Councillor Vink, and Councillor McGill be appointed to the Court of Revision for the Eddie Drain and Keith Cameron Drain;

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

Carried

7.2 Zoning By-law Amendment Application P4-2025 submitted by Stephen Carneiro Fernandes on behalf of Achim Kuebler - 4019 Switzer Drive

The Planner presented their report.

The agent, Stephen Carneiro Fernandes, spoke to the report and application.

There were no oral or written submissions regarding the application.

There were no comments or questions from Council.

Decision of Council.

2025-086

**Moved by** Councillor Joel Haggith

**Seconded by** Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Planner titled Zoning By-law Amendment Application P4-2025, submitted by Stephen Carneiro Fernandes on behalf of Achim Kuebler – 4019 Switzer Drive for information;

And that Application for Zoning By-law Amendment P4-2025, which proposes to rezone the severed parcel created through Consent Application B25-2024 from 'General Agricultural (A1) Zone' to the 'Rural Residential (RR) Zone' in order to recognize the residential use of the lands be Granted;

And that no further notice be required pursuant to Section 34 (17) of the Planning Act in regards to rezoning severed parcel to the 'Rural Residential (RR) Zone'.

Carried

## 8. STAFF REPORTS

8.1 Chief Administrative Officer

**8.1.1 Amended Lease Extension and Amending Agreement - 157 Water Street, Glencoe (CAO-2025-019)**

2025-087

**Moved by** Councillor Mark McGill

**Seconded by** Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Chief Administrative Officer titled Amended Lease Extension and Amending Agreement – 157 Water Street, Glencoe (CAO-2025-19) for information;

And that Council approve the amended Lease Extension and Amending Agreement for 157 Water Street, Glencoe, between the Municipality of Southwest Middlesex and His Majesty the King in Right of Ontario as represented by the Minister of Infrastructure;

And that By-law 2025/024 be passed authorizing the Mayor and Clerk to execute the lease agreement on behalf of the Municipality.

Carried

#### **8.1.2 Community Improvement Plan (CIP) 2025 - Application Intake and Recommendations (CAO-2025-20)**

2025-088

**Moved by** Councillor Mark McGill

**Seconded by** Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Chief Administrative Officer, titled Community Improvement Plan (CIP) 2025 – Application Intake and Recommendations (CAO-2025-20) for information;

And that Council approve the four (4) Community Improvement Plan (CIP) applications received for the 2025 intake period, as follows:

- Elite Agri Solutions Ltd – 214, 216, 218 Main Street, Glencoe
- Lilac Lane Floral Design – 231 Main Street, Glencoe
- Blossoms – 242 Main Street, Glencoe
- VDUB HUB – 1776 Longwood Road, Wardsville

And that the total municipal funding of \$3,290.70 required before County of Middlesex reimbursement be approved, subject to all applicants meeting the program requirements;

And that staff be directed to submit an application to the County of Middlesex CIP Reimbursement Program to recover 50% of the municipal costs.

Carried

8.2 Clerk - None

8.3 Finance

#### **8.3.1 2024 Council Remuneration Report (FIN-2025-09)**

2025-089

**Moved by** Councillor Joel Haggith

**Seconded by** Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Treasurer titled 2024 Council Remuneration Report (FIN-2025-09) for information.

Carried

8.4 Public Works

#### **8.4.1 New Drain Petition - Church Street Wardsville (DS-2025-05)**

2025-090

**Moved by** Mayor Allan Mayhew

**Seconded by** Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Drainage Superintendent titled New Drain Petition – Church Street Wardsville (DS-2025-05) for information;

And that Council accepts the petition under Section 4 of the Drainage Act, dated March 19, 2025, for Plan 42, Lot 13-14 (formerly Mosa Township), requesting the construction of a new municipal drain;

And that Council appoints Spiret Associates under Section 4 of the

Drainage Act to undertake the design and construction of a new municipal drain in the Village of Wardsville.

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 P8-2022, submitted by William and Mara Van Burgsteden - 2465 Longwoods Road**

2025-091

**Moved by** Councillor Martin Vink

**Seconded by** Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025 prepared by the Planner titled Zoning By-law Amendment Application P8-2022, submitted by William and Mara Van Burgsteden- 2465 Longwoods Road for information;  
And that Council give a third and final reading to By-law 2022/059.

Carried

**8.8.2 Request to Amend Conditions of Consent Application B6-2023, submitted by Kenneth and Margaret Burn - 204 Church Street**

2025-092

**Moved by** Councillor Martin Vink

**Seconded by** Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 19, 2025, prepared by the Planner titled Request to Amend Conditions of Consent - Consent Application B6-2023 for information;

And that the request to amend conditions of Consent Application B6-2023 which proposes to amend Condition 8 and add Condition 13 be Approved.

Carried

## 9. NOTICE OF MOTION

9.1 Deputy Mayor Sholdice - Buying Canadian products

2025-093

**Moved by** Deputy Mayor Mike Sholdice

**Seconded by** Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex directs staff to strictly use Canadian companies and buy Canadian goods whenever possible, in response to the U.S. tariffs and in an effort to support the nation, the province and Southwest Middlesex residents.

Carried

## 10. CORRESPONDENCE AND PETITIONS

10.1 Gregory Kaluza, Senior Specialist, Municipal Relations, Canada Mortgage and Housing Corporation dated March 5, 2025, regarding the unsuccessful Municipality of Southwest Middlesex Housing Accelerator Fund (2nd round) application.

2025-094

**Moved by** Councillor Joel Haggith

**Seconded by** Mayor Allan Mayhew

That the Council of the Municipality of Southwest Middlesex receive the correspondence from Gregory Kaluza, Senior Specialist, Municipal Relations, Canada Mortgage and Housing Corporation dated March 5, 2025 regarding the unsuccessful Housing Accelerator Fund (HAF2) application, for information.

Carried

10.2 Mark Cullen, Founding Director and Chair of Trees for Life dated March 5, 2025 regarding Hero Forests

2025-095

**Moved by** Councillor Martin Vink

**Seconded by** Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the correspondence from Mark Cullen, Founding Director and Chair of Trees for Life, dated March 5, 2025 regarding Hero Forests for information.

Carried

- 11. UNFINISHED BUSINESS - None**
- 12. NEW BUSINESS - None**
- 13. COUNTY COUNCIL AND CONFERENCE UPDATE - None**
- 14. ANNOUNCEMENTS - None**
- 15. CLOSED SESSION - None**
- 16. BUSINESS ARISING FROM CLOSED SESSION - None**
- 17. BY-LAWS**

2025-096

**Moved by** Councillor Don McCallum

**Seconded by** Councillor Joel Haggith

That the Council of Southwest Middlesex give a third and final reading to By-law 2022/059 and adopt by-laws 2025/024, and 2025/027 to 2025/037 as listed below.

Carried

- 17.1 By-law 2022/059 Being a by-law to amend zoning by-law 2011/065 - 2465 Longwoods Road (3rd and final reading) (See Item 8.8.1)
- 17.2 By-law 2025-024 Being a by-law to authorize the signing of a lease agreement with the Ontario Realty Corporation for the property known as 157 Water Street, Glencoe (See Item 8.1.1)
- 17.3 By-law 2025/027 Being a by-law to amend zoning by-law 2011/065 - 4019 Switzer Drive (See Item 7.2)
- 17.4 By-law 2025/028 Being a by-law for the collection of construction costs of the Black Drain
- 17.5 By-law 2025/029 Being a by-law for the collection of construction costs of the Brnka Drain

- 17.6 By-law 2025/030 Being a by-law for the collection of construction costs of the Dymock Drain
- 17.7 By-law 2025/031 Being a by-law for the collection of construction costs of the McArthur Drain - Branch A
- 17.8 By-law 2025/032 Being a by-law for the collection of construction costs of the McCahon-Nemeth Drain
- 17.9 By-law 2025/033 Being a by-law for the collection of construction costs of the McGregor Drain
- 17.10 By-law 2025/034 Being a by-law for the collection of construction costs of the McTaggart Drain
- 17.11 By-law 2025/035 Being a by-law for the collection of construction costs of the Moore Gough Drain
- 17.12 By-law 2025/036 Being a by-law for the collection of construction costs of the Stocking Drain Branch 2 and 3
- 17.13 By-law 2025/037 Being a by-law to confirm the proceedings of Council on March 19, 2025

**18. FUTURE MEETINGS (subject to change)**

Thursday March 20, 2025 at 9:30 a.m. - Special Budget Meeting

Wednesday April 9, 2025 at 1:30 p.m. - Regular Meeting of Council

Wednesday April 23, 2025 at 6:00 p.m. - Regular Meeting of Council

**19. ADJOURNMENT**

2025-097

**Moved by** Councillor Joel Haggith

**Seconded by** Mayor Allan Mayhew

That the Regular Meeting of Council be adjourned at 7:19 p.m.

Carried