



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, June 17, 2026, 6:00 PM

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

Staff Present: Amanda Gubbels, CAO
Denice Williamson, Treasurer
Kevin Miller, Manager of Community Services & Facilities
Andrew Neely, Drainage Superintendent;
Alana Kertesz, Planner
Colleen Kelly, Clerk
Shannon Black, Deputy Clerk

Others Present: Abby Heddle-Jacobs, Senior Planner

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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

2026-162

Moved by Councillor Marjorie Emery

Seconded by Councillor Martin Vink

Council were in consensus to waive the rules of the procedural by-law to allow Item 17 By-laws be moved to immediately following Item 14 Announcements;

And that the Regular Agenda of Council dated June 17, 2026 be accepted as amended.

Carried

4. DELEGATIONS AND PRESENTATIONS

4.1 Lisa Thompson - Ontario Federation of Trail Riders (OFTR) - Partnership Discussion

2026-163

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receives the presentation dated June 17, 2026 from Lisa Thompson regarding a partnership opportunity with the Ontario Federation of Trail Riders (OFTR) for information;

And that Council direct staff to initiate conversations with the Ontario Federation of Trail Riders and report back to Council with a recommendation.

Carried

5. CONSENT AGENDA

2026-164

Moved by Councillor Don McCallum

Seconded by Councillor Ed Myers

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 June 17, 2026 Regular Meeting of Council, for information;

And that Council approve the minutes of the June 3, 2026 Regular Council Meeting.

Carried

- 5.1 Draft Minutes of the Regular Meeting of Council - June 3, 2026
- 5.2 Voucher Report - May 2026 (FIN-2026-18)
- 5.3 Middlesex County Council Meeting Highlights - May 26, 2026
- 5.4 Middlesex County Library Board Meeting Highlights - May 26, 2026
- 5.5 Adelaide Metcalfe Notice of Public Open House and Public Meeting - Official Plan Amendment
- 5.6 Town of Halton Hills resolution of support regarding the Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens
- 5.7 Municipality of North Grenville resolution of support regarding the Municipality of North Grenville, Merrickville-Wolford Village OPP Detachment Board - Traffic Calming/Speeding Mitigation Techniques
- 5.8 Prince Edward County resolution of support for sustainable funding for Public Health Units
- 5.9 Town of South Bruce Peninsula resolution of support affirming Outdoor Education as an Essential Part of Public Education in Ontario
- 5.10 Northeastern Manitoulin and The Islands resolution of support for Provincial Health Care Spending
- 5.11 Ministry of Municipal Affairs and Housing - Request for comments - Protecting Ontario's Streets and Communities Act, 2026 (Bill 119)

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS

- 7.1 Official Plan Amendment (OPA) No. 7 - Recommendation Report for Municipally initiated housekeeping amendment

The Planner presented the report and recommended that the application be adopted by the Council of the Municipality of Southwest Middlesex and be forwarded to the County of Middlesex for consideration and approval.

A written submission was received from Tim Zavitz expressing the belief that the proposed 30-metre maximum separation requirement for accessory building Additional Resident Units is restrictive and requesting that it be replaced with a flexible, site-specific approval process.

The Planner explained that the proposed amendment would bring the Southwest Middlesex Official Plan into conformity with the County of Middlesex Official Plan.

No verbal submissions were received.

Council members asked clarifying questions on permissions in the rural areas and servicing requirements.

2026-165

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Senior Planner titled Official Plan Amendment No.7, Recommendation Report for a Municipally initiated housekeeping amendment for information;

And that the Municipally initiated housekeeping amendment for Official Plan Amendment No. 7, which proposes to implement updates to policy direction for Additional Residential Units (ARUs) be adopted;

And that the adopted Official Plan Amendment be forwarded to the County of Middlesex for consideration of approval.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Hydro One Community Partnership Grant Application - Glencoe Agricultural Hall Emergency Backup Generator (CAO-2026-14)

2026-166

Moved by Councillor Mark McGill

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Chief Administrative Officer, titled Hydro One Community Partnership Grant Application – Glencoe Agricultural Hall Emergency Backup Generator (CAO-2026-14) regarding a proposed Hydro One Community Partnership Grant application to enhance emergency preparedness and resiliency through the installation of a backup generator at the Glencoe Agricultural Hall, the Municipality's primary emergency shelter and reception centre, for information;

And that Council authorize staff to submit an application to the Hydro One Community Partnership Grant Program seeking funding of up to \$25,000 toward the installation of a backup generator at the Glencoe Agricultural Hall;

And that, should the application be successful, staff be directed to work with the Glencoe Agricultural Society to explore funding options and return to Council with a proposed financing and implementation strategy for consideration.

Carried

8.2 Clerk

8.2.1 Accessibility Policy Update (CLE-2026-05)

2026-167

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Manager of Legislative Services/Clerk titled Accessibility Policy Update (CLE-2026-05) for information;

And that Council repeal by-law 2014/034 being a by-law to establish a Customer Service Policy for the Municipality of Southwest Middlesex;

And that Council adopt by-law 2026/054, being a by-law to establish an Accessibility Policy for the Municipality of Southwest Middlesex and repeal the existing Customer Service Policy.

Carried

8.2.2 2026 Municipal Election Accessibility Plan (CLE-2026-06)

2026-168

Moved by Councillor Ed Myers

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Manager of Legislative Services/Clerk titled 2026 Municipal Election Accessibility Plan (CLE-2026-06) for information.

Carried

8.3 Finance - None

8.4 Public Works

8.4.1 James Lethbridge Drain Tender Award (DS-2026-08)

2026-169

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated June, 17, 2026 prepared by the Drainage Superintendent titled James Lethbridge Drain Tender Award (DS-2026-08) for information;

And that Council accepts the recommendation from Spriet Associates Engineers and Architects to award the tender for the James Lethbridge Drain to Robinson Farm Drainage Limited in the amount of \$274,177.00 (excluding HST);

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

Carried

8.5 Community Services and Facilities

8.5.1 Elm Children's Centre Lease Agreement Renewal (CSF-2026-02)

2026-170

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Marjorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Manager of Community Services and Facilities, titled Elm Children's Centre Lease Agreement Renewal (CSF-2026-02), for information;

And that Council adopt by-law 2026/055 authorize the Mayor and Clerk to execute the renewal lease agreement with Elm Children's Centre.

Carried

8.5.2 Ekfrid Roof Top Unit Replacement (CSF-2026-03)

2026-171

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026 prepared by the Manager of Community Services and Facilities titled Ekfrid Roof Top Unit Replacement (CSF-2026-03) for information.

Carried

8.5.3 Elm Children's Centre Second Entrance (CSF-2026-04)

2026-172

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Manager of Community Services and Facilities, titled Elm Children's Centre Second Entrance (CSF-2026-04) for information;

And that Council direct staff to discuss traffic flow signage opportunities with Elm Children's Centre and bring a follow up report to a future Council meeting.

Carried

8.6 Fire - None

8.7 Building - None

8.8 Planning

8.8.1 Removal of Holding Symbol P1-2026 submitted by MHBC Planning on behalf of Toni Doddy-Syrett & Paul Doody - 6170 Glendon Drive

2026-173

Moved by Councillor Don McCallum

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Planner titled Removal of Holding Symbol P1-2026, submitted by MHBC Planning on behalf of Toni Doody-Syrett and Paul Doody for information;

And that Application for Zoning By-law Amendment P1-2026, which proposes to remove the Holding Symbol (H-11a) as it applies to lands known municipally as 6170 Glendon Drive and legally described as South Part of Lot 4, Concession 2, Municipality of Southwest Middlesex (Ekfrid) be Granted.

Carried

8.8.2 Zoning By-law Amendment Application P13-2020 submitted by Minnema Farms Ltd. - 3872 Parkhouse Drive

2026-174

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated June 17, 2026, prepared by the Planner titled Zoning By-law Amendment Application P13-2020, submitted by Minnema Farms Ltd. – 3872 Parkhouse Drive for information;

And that Application for Zoning By-law Amendment P13-2020, which proposes to rezone the severed parcel created through Consent Application B13-2024 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 B13-2024 from 'General Agricultural (A1) Zone' to the 'Agricultural (A2) Zone' in order to prohibit the construction of a residential dwelling be Granted a third and final reading.

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
- 14. ANNOUNCEMENTS

Councillor Haggith provided a reminder of the Canada Day celebrations scheduled for July 1st, welcomed members of the public to attend, and expressed appreciation to all individuals, businesses and organizations who donated in support of the event.

17. BY-LAWS

2026-175

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of Southwest Middlesex give a third and final reading to adopt by-law 2020/105 and adopt by-laws 2026/053 to 2026/058, as read.

Carried

- 17.1 By-law 2026/053 Being a by-law to amend the Official Plan of the Municipality of Southwest Middlesex
- 17.2 By-law 2026/054 Being a by-law to adopt an Accessibility Policy for the Municipality and Repeal By-law 2014/034
- 17.3 By-law 2026/055 Being a by-law to authorize the Mayor and Clerk to sign a lease agreement with Elm Children's Centre for the property known as 301 Main Street, Glencoe, Ontario
- 17.4 By-law 2026/056 Being a by-law to amend zoning by-law 2011/065 - Toni Doody-Syrett and Paul Doody - 6170 Glendon Drive
- 17.5 By-law 2020/105 Being a by-law to amend zoning by-law 2011/065 - Minnema Farms Ltd. - 3872 Parkhouse Drive (Third and Final Reading)
- 17.6 By-law 2026/057 Being a by-law to authorize the signing of an agreement between the County of Middlesex and the Municipality of Southwest Middlesex for the "Can I Play Too" program
- 17.7 By-law 2026/058 Being a by-law to authorize Credit Facilities from the Canadian Imperial Bank of Commerce (CIBC) to meet expenditures in Connection with Annual Operating Line of Credit and Capital works and to authorize a Bridge Loan Financing

15. CLOSED SESSION

2026-176

Moved by Councillor Marjorie Emery

Seconded by Councillor Ed Myers

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 7:20 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 Call to Order
- 15.2 Disclosure of Pecuniary Interest
- 15.3 Draft Closed Meeting Minutes - June 3, 2026

15.4 Closed Item – Section 239(2)(i) –Confidential third-party commercial and financial information that could prejudice competitive interests or negotiations if disclosed.

15.5 Closed Item – Section 239(2)(b) Personal matters about an identifiable individual.

16. BUSINESS ARISING FROM CLOSED SESSION

2026-177

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Marjorie Emery

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 8:13 p.m.

And that there were no disclosures of pecuniary interest;

And that Council approved the previous Closed Meeting Minutes from June 3, 2026;

And that Council received Closed Item 15.4 Section 239(2)(i) confidential third-party commercial and financial information that could prejudice competitive interests or negotiations if disclosed, for information and that Council provided direction to staff on how to proceed;

And that Council received Closed Item 15.5 Section 239(2)(b) Personal matters about an identifiable individual for information and provided direction to legal counsel on how to proceed.

Carried

17. BY-LAWS (CONFIRMATORY)

2026-178

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That By-law 2026-059 being a by-law to confirm the proceedings of Council of the Municipality of Southwest Middlesex at its regular meeting held on June 17, 2026 be read a first, second and third time.

Carried

18. FUTURE MEETINGS (subject to change)

Wednesday, July 15, 2026 at 6:00 p.m. - Regular Meeting of Council

Wednesday, August 19, 2026 at 6:00 p.m. - Regular Meeting of Council

19. ADJOURNMENT

2026-179

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Regular Meeting of Council be adjourned at 8:16 p.m.

Carried