



Municipality of Southwest Middlesex
Regular Council Meeting
Minutes

Wednesday, August 19, 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 - virtually
Colleen Kelly, Clerk
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager;
Andrew Neely, Drainage Superintendent;
Alana Kertesz, Planner
Erin Besch, Planner

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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

2026-207

Moved by Councillor Marjorie Emery

Seconded by Councillor Ed Myers

That the Regular Agenda of Council dated August 19, 2026 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2026-208

Moved by Councillor Don McCallum

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.8, as set out on the Consent Agenda for the Regular Meeting of Council, for information;

And that Council approve the minutes of the July 15, 2026 Regular Council Meeting and the August 5, 2026 Special Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - July 15, 2026

5.2 Draft Minutes of the Special Meeting of Council - August 5, 2026

5.3 Voucher Report - July 2026 (FIN-2026-21)

5.4 First Half 2026 Building Activity Summary Report (CBO-2026-03)

Arnie Marsman, Middlesex Centre Chief Building Official presented the report.

5.5 Middlesex County Council Meeting Highlights - August 11, 2026

5.6 Middlesex-London Health Unit (MLHU) - Monthly Board of Health Update - July 23, 2026 Meeting

5.7 St. Clair Region Conservation Authority Meeting Highlights - June 25, 2026

- 5.8 Western Lake Erie Regional Conservation Authority (WLERCA) Transition - Project Executive Appointed and Guiding Principles

6. COMMITTEE OF ADJUSTMENT

2026-209

Moved by Councillor Marjorie Emery

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:08 p.m.

Carried

7. PUBLIC MEETINGS

The Council of the Municipality of Southwest Middlesex was temporarily adjourned to permit the holding of Public Meetings to consider proposed Zoning By-law Amendment Applications P3-2026 and P6-2026.

These meetings are an opportunity for the Municipality to advise the public of the purpose and intent of the amendment and receive their input prior to considering adoption of an implementing by-law.

- 7.1 Zoning By-law Amendment Application P6-2026 submitted by Paul Hendrikx on behalf of Minnema Farms Limited - 22208 and 22226 Tait's Road

The Planner presented their report and provided an overview of the proposed amendment.

The Agent, Paul Hendrikx, was present virtually. He had spoken during the Committee of Adjustment meeting regarding the Consent Application portion of this report. He had stated that he was in agreement with the planner's report and had no additional comments.

There were no written submissions.

No one made a verbal presentation or spoke regarding the report.

In response to a question from Council, the Planner clarified that each property would have its own well.

The Chair asked Council to consider the application and proceed with a decision.

2026-210

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Planner titled Consent Application B5-2026 and Zoning By-law Amendment Application P6-2026, submitted by Minnema Farms Ltd - 22208 and 22226 Tait's Road for information;

And that Application for Zoning By-law Amendment P6-2026, which proposes to rezone the severed parcels created through Consent Applications B18-2024 and B19-2024 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 Applications B18-2024 and B19-2024 from 'General Agricultural (A1) Zone' to the 'Agricultural (A2) Zone' in order to prohibit the construction of a residential dwelling be **Granted**.

Carried

- 7.2 Zoning By-law Amendment Application P3-2026 submitted by Adam McCallum on behalf of 1838107 Ontario Ltd. c/o David Buurma - 3360 Centreville Drive

The Planner presented their report and provided an overview of the proposed amendment. The Planner reminded Council that this report was deferred from the July 15, 2026 meeting.

The Agent, Adam McCallum, was present virtually. He stated that he was in agreement with the planner's report, had no concerns and was available to answer any questions.

There were no written submissions.

No one made a verbal presentation or spoke regarding the report.

There were no questions from Council.

The Chair asked Council to consider the application and proceed with a decision.

2026-211

Moved by Councillor Joel Haggith

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Planner titled Zoning By-law Amendment Application P3-2026, submitted by 1838107 Ontario Ltd. – 3360 Centreville Drive for information;

And that Application for Zoning By-law Amendment P3-2026, which proposes to rezone the severed parcel created through Consent Application B2-2026 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 B2-2026 from 'General Agricultural (A1) Zone' to the 'Agricultural (A2) Zone' in order to prohibit the construction of a residential dwelling be **Granted**.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Streamlining Planning Approvals to Support Housing and Development (CAO-2026-23)

2026-212

Moved by Councillor Marjorie Emery

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Chief Administrative Officer titled Streamlining Planning Approvals to Support Housing and Development (CAO-2026-23) for information;

And that Council direct staff to prepare amendments to the Municipality's Delegation of Authority By-law to delegate authority to remove Holding ("H") symbols where all Council-approved conditions and applicable legislative requirements have been satisfied;

And that Council direct staff to prepare the necessary housekeeping amendments to the Zoning By-law and associated amendments to the Delegation of Authority By-law to establish a delegated administrative process for Temporary Use By-laws while maintaining appropriate agreements, securities and other administrative safeguards;

And that the proposed by-law amendments be brought forward to Council for consideration at a future meeting.

Carried

8.2 Clerk

8.2.1 Adoption of Municipal Records and Information Management Policy (CLE-2026-07)

2026-213

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Manager of Legislative Services/Clerk titled Adoption of Municipal Records and Information Management Policy (CLE-2026-07) for information;

And that Council adopt By-law 2026/074, being a by-law to adopt the Municipal Records and Information Management Policy;

And further that the Clerk or designate be authorized to develop, implement, and maintain administrative procedures, standards, guidelines and supporting documentation required to support the implementation and ongoing administration of the Municipality's records and information management, consistent with approved policies and applicable legislation.

Carried

8.3 Finance

8.3.1 Water and Wastewater Connection Fees Proposed Implementation (FIN-2026-22)

2026-214

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026 prepared by the Manager of

Finance/Treasurer titled Water and Wastewater Connection Fees Proposed Implementation (FIN-2026-22), regarding the legislative framework for Water and Wastewater Connection Fees under Part XII of the *Municipal Act, 2001*, for information;

And that Council direct staff to include Water and Wastewater Connection Fees in the 2027 User Fees and Charges By-law;

And that the Water and Wastewater Connection Fees be indexed annually in accordance with the consumer price index used by the Municipality for applicable Building Department fees and charges;

And further that all private connection fees relating to Water and Wastewater installations in Glencoe and Wardsville be removed from the 2027 User Fees and Charges By-law.

Carried

8.4 Public Works

8.4.1 Sidewalk Replacement Program - Project Close Out Report (PUB-2026-12)

2026-215

Moved by Councillor Marjorie Emery

Seconded by Councillor Joel Haggith

That the Council of Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Manager of Public Works titled Sidewalk Replacement Program – Project Close Out Report (PUB-2026-12) for information.

Carried

8.4.2 Surplus Equipment Report (PUB-2026-13)

2026-216

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026, prepared by the Manager of Public Works titled Surplus Equipment Report (PUB-2026-13) for information;

And that Council declares the two Bush Hog Mowers, the Epps Powerwasher, and the 2013 Olympia Ice Resurfacer surplus and authorizes their disposal in accordance with the Municipality's Fleet Disposal Policy.

Carried

8.4.3 Brammer Drain Extension - Appoint Engineer (DS-2026-10)

2026-217

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated August 19, 2026 prepared by the Drainage Superintendent titled Brammer Drain Extension – Appoint Engineer (DS-2026-10) for information;

And that Council appoint Spriet Associates Engineers & Architects under Section 4 of the Drainage Act for Concession 1, Lot 18, (former Mosa Township) to construct a new municipal drain.

Carried

- 8.5 Community Services and Facilities - None
- 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 - None**
- 15. **CLOSED SESSION**

2026-218

Moved by Councillor Ed Myers

Seconded by Councillor Don McCallum

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 - July 15, 2026

15.4 Closed Item – Section 239(2)(c) – proposed or pending acquisition or disposition of land by the municipality

15.5 Closed Item – Section 239(2)(i) – third-party information supplied in confidence to the municipality, which, if disclosed, could significantly prejudice a competitive position or interfere with negotiations

16. BUSINESS ARISING FROM CLOSED SESSION

2026-219

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 7:44 p.m.

And that during Closed Session Council approved the previous closed minutes from July 15, 2026

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

And that Council declare a portion of the municipal right-of-way on Elizabeth Street, Glencoe (southwest of McRae Street and intersecting with the Canadian National Railway) as surplus to the needs of the municipality and staff are to proceed as directed with the sale and disposition of the property;

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

And that Council provided direction to staff on how to proceed.

Carried

17. BY-LAWS

2026-220

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of Southwest Middlesex adopt the by-laws 2026/061, 2026/073 to 2026/075 as listed below and read.

Carried

17.1 By-law 2026/061 Being a by-law to amend zoning by-law 2011/065 - 3360 Centreville Drive

17.2 By-law 2026/073 Being a by-law to amend zoning by-law 2011/065 - 22208 and 2226 Tait's Road

17.3 By-law 2026/074 Being a by-law to adopt a Municipal Records and Information Management Policy

17.4 By-law 2026/075 Being a by-law to confirm the proceedings of Council on August 19, 2026

18. FUTURE MEETINGS (subject to change)

September 2, 2026 at 1:30 p.m. - Regular Meeting of Council

September 16, 2026 at 6:00 p.m. - Regular Meeting of Council

19. ADJOURNMENT

2026-221

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Regular Meeting of Council be adjourned at 7:51 p.m.

Carried