



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, September 16, 2026, 6:00 PM

Council Present: Mayor Allan Mayhew
Deputy Mayor Mike Sholdice
Councillor Marjorie Emery
Councillor Mark McGill
Councillor Ed Myers
Councillor Martin Vink

Council Absent: Councillor Joel Haggith
Councillor Don McCallum

Staff Present: Amanda Gubbels, CAO
Colleen Kelly, Clerk
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager
Kevin Miller, Manager of Community Services & Facilities
Gary Johnston, Fire Chief
Andrew Neely, Drainage Superintendent
Alana Kertesz, Planner
Erin Besch, Planner - virtually
Julie Ritchie, Deputy Clerk

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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 6:01 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2026-228

Moved by Councillor Martin Vink

Seconded by Councillor Ed Myers

That the following item be added to the Meeting Agenda - Item 8.4.1 New Drain Petition - Nemcek Drain Bles Branch (PUB-DS-2026-11);

That the Regular Agenda of Council dated September 16, 2026 be accepted as amended.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2026-229

Moved by Councillor Ed Myers

Seconded by Councillor Mark McGill

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 September 16, 2026 Regular Meeting of Council, for information;

And that Council approve the minutes of the September 2, 2026 Regular Council Meeting and the June 25, 2026 Economic Development Committee Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - September 2, 2026

5.2 Approved Minutes of the Economic Development Committee Meeting - June 25, 2026

5.3 Voucher Report - August 2026 (FIN-2026-23)

5.4 Middlesex County Council Meeting Highlights - September 8, 2026

- 5.5 Durk Vanderwerff, Director of Planning and Development - Municipality of Strathroy-Caradoc Notice of Official Plan Amendment No. 24 Application 39-SC-OPA24
- 5.6 Municipality of Wawa resolution of support regarding Municipality of Central Manitoulin and Northeastern Manitoulin - Health Care System Support for Small and Rural Hospitals
- 5.7 National Resilience Day Request - Dr. Allen Lycka, When Life Changes Everything - September 24, 2026
- 5.8 Ministry of Municipal Affairs and Housing - Feedback requested regarding proposed regulations under the Municipal Accountability Act, 2026

6. COMMITTEE OF ADJUSTMENT

2026-230

Moved by Councillor Marjorie Emery

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:05 p.m.

Carried

7. PUBLIC MEETINGS

- 7.1 Zoning By-law Amendment Application P14-2020 submitted by Minnema Farms Ltd - 23517 Dundonald Road and 3511 Knapdale Drive

The Planner presented the report and recommended approval.

The Agent, Paul Hendriks, participated virtually and spoke to the application and stated that he supported the Planner's report.

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

There were no written submissions.

There were no questions from members of Council.

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

2026-231

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026, prepared by the Planner titled Zoning By-law Amendment Application P14-2020, submitted by Minnema Farms Ltd. – 23517 Dundonald Road & 3511 Knapdale Road for information;

And that Application for Zoning By-law Amendment P14-2020, which proposes to rezone the severed parcel created through Consent Application B15-2024 from 'General Agricultural (A1) Zone' to the 'Rural Residential (RR) Zone' in order to recognize the residential use of the lands be **Granted**.

Carried

7.2 Southwest Middlesex Statutory Public Meeting - Comprehensive Zoning By-law Review

The Planner, Abby Heddle-Jacobs, participated virtually and presented the report with an overview of the recommended amendments.

Resident Scott Field attended virtually and asked clarification regarding Additional Residential Units (ARU) and the 30 metre separation requirement between the principal dwelling and the ARU.

There were no written submissions.

There were no questions from members of Council.

2026-232

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex received the presentation dated September 16, 2026 from the Planner, titled Southwest Middlesex Statutory Public Meeting - Comprehensive Zoning By-law Review for information;

And that Council direct staff to consider the comments received from the public regarding the Comprehensive Zoning By-law Review and return to Council with recommendations and implementing by-law for consideration.

Carried

7.3 Meeting to Consider Engineer's Report - Deacon Winship Drain Culvert 2026

The Engineer, George Vereyken gave an overview of the work required

The Chair will ask if there are any questions from any affected property owners whom are present. No one responded.

The Chair will ask if there are any requests from those present to add or remove their name(s) from the petition. No one responded.

The Chair will ask if there are any comments or questions from Members of Council. There were no questions.

2026-233

Moved by Councillor Martin Vink

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex accept the Engineer's Report in reference to the Deacon Winship Drain Culvert 2026 and refers the by-law to the By-law section of the agenda for a first and second reading.

Carried

7.4 Meeting to Consider Engineer's Report - Jeffery Drain 2026

The Engineer, George Vereyken gave an overview of the work required

The Chair will ask if there are any questions from any affected property owners whom are present. No one responded.

The Chair will ask if there are any requests from those present to add or remove their name(s) from the petition. No one responded.

The Chair will ask if there are any comments or questions from Members of Council. A member asked for clarification of the location of the drain.

2026-234

Moved by Mayor Allan Mayhew

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex accept the Engineer's Report in reference to the Jeffery Drain 2026 and refers the by-law to the By-law section of the agenda for a first and second reading.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 River Drive Closure - Approval of Agreement of Purchase and Sale and Easements (CAO-2026-26)

2026-235

Moved by Councillor Ed Myers

Seconded by Councillor Marjorie Emery

That Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026 prepared by the Chief Administrative Officer titled River Drive Closure – Approval of Agreements of Purchase and Sale and Easements (CAO-2026-26) for information;

And that Council approve the Agreements of Purchase and Sale and related easements between the Municipality of Southwest Middlesex and the respective abutting property owners for the former River Drive road allowance;

And that the necessary by-laws (2026/083 to 2026/086) be approved;

And that the Chief Administrative Officer be authorized to execute the Agreements of Purchase and Sale and all other related documents or instruments necessary to give effect to and complete the transactions.

Carried

8.1.2 Wayfinding Strategy - Implementation and Rural Ontario Development Program Application (CAO-2026-27)

2026-236

Moved by Councillor Mark McGill

Seconded by Mayor Allan Mayhew

That the Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026, prepared by the Chief Administrative

Officer, titled “Wayfinding Strategy – Implementation and Rural Ontario Development Program Application” (CAO-2026-27) for information.

Carried

2026-237

Moved by Councillor Mark McGill

Seconded by Mayor Allan Mayhew

That Council authorize staff to coordinate with Middlesex County for the installation of County-designed municipal gateway, community gateway and community/service group signage within Southwest Middlesex at the County's expense;

And that implementation of the Southwest Middlesex-branded Municipal and Community Gateway signs be deferred for consideration as a future phase of the Wayfinding Strategy.

Carried

2026-238

Moved by Councillor Mark McGill

Seconded by Mayor Allan Mayhew

That Council authorize the submission of an application to the Rural Ontario Development (ROD) Program, Community Infrastructure Enhancements Stream – Enhancing Downtown Public Spaces, for implementation of eligible directional wayfinding signage;

And that Council authorize an application for provincial funding of up to 35% of eligible project costs, to a maximum contribution of \$25,000;

And that the Chief Administrative Officer be authorized to finalize the project scope and budget and execute any documents required to submit the funding application.

Defeated

8.1.3 Glencoe Pool Rehabilitation Project - Community Sport and Recreation Infrastructure Fund Application (CAO-2026-28)

2026-239

Moved by Councillor Ed Myers

Seconded by Councillor Marjorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026 prepared by the Chief Administrative Officer and the Manager of Community Services and Facilities titled Glencoe Pool Rehabilitation Project – Community Sport and Recreation Infrastructure Fund Application (CAO-2026-28) for information;

And that Council support staff moving forward with further review and development of the Glencoe Pool Rehabilitation Project as a potential application to the 2026 Community Sport and Recreation Infrastructure Fund (CSRIF), Stream 1: Repair and Rehabilitation;

And that the CAO be authorized to hire engineering and other technical support, as needed, to review the existing facility, refine the preliminary project scope and prepare project cost estimates, with these costs funded from existing approved operating budgets;

And that staff report back to Council before the December 22, 2026 application deadline with the proposed project scope, estimated cost, grant request and municipal share for Council approval before the funding application is submitted.

Carried

8.1.4 Glencoe Outlet Drain - Project Update and Assessment Strategy (CAO-2026-29)

2026-240

Moved by Councillor Ed Myers

Seconded by Deputy Mayor Mike Sholdice

That Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026, prepared by the Chief Administrative Officer titled “Glencoe Outlet Drain – Project Update and Assessment Strategy” (CAO-2026-29) for information;

And whereas the Municipality of Southwest Middlesex has secured significant provincial funding for the Glencoe Outlet Drain project and

maintaining the project schedule is critical to meeting the requirements of the funding program;

And whereas the Glencoe Outlet Drain is primarily an urban drainage project and the recommended assessment approach will reduce the risk of assessment-related delays while allowing the project to proceed within the required timelines;

That Council endorse the recommended assessment strategy for the Glencoe Outlet Drain and direct the Engineer to assign the assessments attributable to private properties within the urban area of Glencoe to the Municipality as a special benefit assessment;

And that the funding of the Municipality's resulting assessment be considered separately through the 2027 budget process and future stormwater funding discussions.

Carried

8.2 Clerk - None

8.3 Finance - None

8.4 Public Works - None

8.4.1 New Drain Petition - Nemcek Drain Bles Branch (DS-2026-11)

2026-241

Moved by Councillor Martin Vink

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026 by the Drainage Superintendent titled New Drain Petition – Nemcek Drain Bles Branch (DS-2026-11) for information;

And that Council accept the petition filed under Section 4 of the Drainage Act for Concession 11, Lot 4 (former Mosa Township), to construct a new municipal drain;

And that Council direct staff to send notice to the St Clair Conservation Authority, other affected property owners, and the Township of Brooke Alvinston.

Carried

8.5 Community Services and Facilities - None

8.6 Fire

8.6.1 West Elgin Automatic Aid Agreement (FIR-2026-04)

2026-242

Moved by Councillor Martin Vink

Seconded by Councillor Marjorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated September 16, 2026, prepared by the Fire Chief, titled West Elgin Automatic Aid Agreement (FIR-2026-04) for information;

And that Council approve and endorse the implementation of an Automatic Aid Agreement between the Municipality of Southwest Middlesex Fire Services and the Municipality of West Elgin for the provision of fire and emergency response services within designated geographic areas of the neighbouring municipality and execute the agreement by by-law.

Carried

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

The Glencoe and District Historical Society presented the municipality with two books they are launching. One is regarding the restoration of the Glencoe Train Station and the

other is regarding the history of the Glencoe Fair (1848 to 2026). Books will be available for purchase at the Glencoe fair.

15. CLOSED SESSION

2026-243

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 7:53 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 Call to Order

15.2 Disclosure of Pecuniary Interest

15.3 Draft Closed Meeting Minutes - August 19, 2026

15.4 Closed Item

15.5 Closed Item

15.6 Closed Item

16. BUSINESS ARISING FROM CLOSED SESSION

2026-244

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 8:26 p.m.

And that during Closed Session Council approved the previous closed minutes from August 10, 2026.

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

And that Council received information related to Section 239(2)(k) for information and that council provided direction to staff on how to proceed;

And that Council endorse the Glencoe Business & Industrial Park Investment Attraction & Land Sale Framework and Land Pricing & Reinvestment Strategy;

And that Council authorize staff to actively market the Glencoe Business & Industrial Parks Lands;

And that Southwest Middlesex partner with Middlesex County to pursue Ontario's Investment Ready: Certified Site designation, reporting back to Council on process and costs.

And that Council received information related to section 239(2)(k) for information and council directed staff to pursue next steps and return to Council with a follow-up report.

Carried

17. BY-LAWS

2026-245

Moved by Councillor Ed Myers

Seconded by Councillor Marjorie Emery

That the Council of Southwest Middlesex give a first and second reading to provisional by-laws 2026/081 and 2026/082 and give a first, second, third and final reading and adopt by-laws 2026/080 and 2026/083 to 2026/089 as listed below and read.

Carried

- 17.1 By-law 2026/080 Being a by-law to amend zoning by-law 2011/065 - 23517 Dundonald and 3511 Knapdale Drive
- 17.2 By-law 2026/081 Being a provisional by-law to provide for the drainage works being the Deacon Winship (First and Second Reading)
- 17.3 By-law 2026/082 Being a provisional by-law to provide for the drainage works being the Jeffery Drain 2026 (First and Second Reading)
- 17.4 By-law 2026/083 Being a by-law to authorize a River Drive Agreement of Purchase and Sale - Betts

- 17.5 By-law 2026/084 Being a by-law to authorize a River Drive Agreement of Purchase and Sale - DeVries
- 17.6 By-law 2026/085 Being a by-law to authorize a River Drive Easement Agreement - Betts
- 17.7 By-law 2026/086 Being a by-law to authorize a River Drive Easement Agreement - DeVries
- 17.8 By-law 2026/087 Being a by-law to authorize an Automatic Fire Aid Agreement with West Elgin
- 17.9 By-law 2026/088 Being a by-law to appoint an interim Deputy Clerk
- 17.10 By-law 2026/089 Being a by-law to confirm the proceedings of Council on September 16, 2026

18. FUTURE MEETINGS (subject to change)

Wednesday, October 7, 2026 at 1:30 p.m. - Regular Council Meeting

Wednesday, October 21, 2026 at 6:00 p.m. - Regular Council Meeting

Wednesday, November 4, 2026 at 1:30 p.m. - Regular Council Meeting

19. ADJOURNMENT

2026-246

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Regular Meeting of Council be adjourned at 8:30 p.m.

Carried