



Municipality of Southwest Middlesex
Regular Council Meeting
Minutes

Wednesday, October 7, 2026, 1:30 PM

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

Council Absent: Councillor Don McCallum;

Staff Present: Amanda Gubbels, CAO
Denice Williamson, Treasurer
Erin Besch, Planner
Colleen Kelly, Clerk
Julie Ritchie, Deputy Clerk

Meetings are held in person in Council Chambers. Webcasts (live or archived) are provided for convenience only and can be found on our YouTube Channel.

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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 1:30 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2026-247

Moved by Councillor Marjorie Emery

Seconded by Councillor Ed Myers

That the Regular Agenda of Council dated October 7, 2026 be accepted as presented

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2026-248

Moved by Councillor Martin Vink

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 October 7, 2026 Regular Meeting of Council, for information;

And that Council approve the minutes of the September 16, 2026 Regular Council Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - September 16, 2026

5.2 2027 Middlesex County Council Meeting Calendar

5.3 Middlesex County Council Meeting Highlights - September 22, 2026

5.4 Middlesex County Library Board Meeting Highlights - Sept 22, 2026

5.5 Middlesex OPP Minutes and Annual Reports

5.6 Middlesex London Health Unit (MLHU) Board of Health Meeting Summary - September 17, 2026

5.7 Middlesex-London Paramedic Service (MLPS) Board Highlights - September 21, 2026

- 5.8 Brooke-Alvinston Fire Committee Minutes - November 5, 2025, and January 27, 2026 - Draft minutes June 3, 2026
- 5.9 Honorable Robert Flack from Ministry of Municipal Affairs and Housing (MMAH) - Municipal Buy Ontario Procurement Policies
- 5.10 Deputy Minister Martha Greenberg from Ministry of Municipal Affairs and Housing for Supporting Canadian Suppliers Through Municipal Procurement
- 5.11 Honorable Raymond Cho Minister for Seniors and Accessibility - Ontario Senior Achievement Award - Nomination Extension

Members of Council will bring Item 5.11 to a future Closed Meeting for discussion.

6. COMMITTEE OF ADJUSTMENT

2026-249

Moved by Councillor Martin Vink

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 1:34 p.m.

Carried

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 CAO Quarterly Update for Q3 2026 (CAO-2026-32)

2026-250

Moved by Councillor Ed Myers

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026 prepared by the CAO titled CAO Quarterly Status Report for Q3 2026 (CAO-2026-32) for information.

Carried

8.1.2 Community Improvement Plan Review - Final Plans (CAO-2026-33)

2026-251

Moved by Councillor Ed Myers

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026, prepared by the Chief Administrative Officer, titled Community Improvement Plan Review – Final Plans (CAO-2026-33) for information;

And that Council give three readings to and adopt By-law 2026/090, being the Community Improvement Plan By-law, and By-law 2026/091, being the Industrial and Employment Lands Community Improvement Plan By-law.

Carried

8.1.3 Customer Service Standards and Public Feedback and Complaint Resolution Policies (CAO-2026-34)

2026-252

Moved by Councillor Mark McGill

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026 prepared by the Chief Administrative Officer titled Customer Service Standards and Public Feedback and Complaint Resolution Policies (CAO-2026-34) for information;

And that Council approve the Customer Service Standards Policy and Public Feedback and Complaint Resolution and Complaint Resolution Policy as presented;

And that the approved policies be added to the Municipality's Corporate Policy Manual.

Carried

8.1.4 Municipal Accountability Act, 2026 - Legislative and Regulatory Update (CAO-2026-35)

2026-253

Moved by Councillor Mark McGill

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026 prepared by the Chief Administrative Officer titled Municipal Accountability Act, 2026 – Legislative and Regulatory Update (CAO-2026-35) for information;

And that Council endorse the comments and recommendations prepared by Aird & Berlis LLP, the Municipality's Integrity Commissioner, regarding the proposed regulations under the *Municipal Accountability Act, 2026*;

And that the Chief Administrative Officer be directed to forward Council's endorsement and the Integrity Commissioner's submission to the Ministry of Municipal Affairs and Housing for consideration, notwithstanding the conclusion of the formal consultation period.

Carried

8.2 Clerk

8.2.1 2027 Council and Committee Meeting Schedule (CLE-2026-09)

2026-254

Moved by Councillor Marjorie Emery

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026, prepared by the Manager of Legislative Services/Clerk titled Schedule for 2027 Council and Committee Meeting Schedule (CLE-2026-09) for information;

And that the 2027 Southwest Middlesex Meeting Schedule be approved as outlined in Schedule "A".

Carried

8.3 Finance - None

8.4 Public Works - None

8.5 Community Services and Facilities - None

8.6 Fire - None

8.7 Building - None

8.8 Planning

8.8.1 Comprehensive Zoning By-law Review

Senior Planner Abby Heddle-Jacobs presented report.

2026-255

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated October 7, 2026, prepared by the Senior Planner titled Comprehensive Zoning By-law Review for information;

And By-law No. 2026/092, being a by-law to amend Zoning By-law No.2011/65 as amended, to implement the recommendations of the Comprehensive Zoning By-law Review, be **Granted**.

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 - None

15. CLOSED SESSION

2026-256

Moved by Councillor Martin Vink

Seconded by Councillor Ed Myers

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 2:07 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 Call to Order
- 15.2 Disclosure of Pecuniary Interest
- 15.3 Draft Closed Meeting Minutes - September 16, 2026
- 15.4 Closed Item - Section 239(2)(i) A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations.
- 15.5 Closed Item – Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board.
- 15.6 Closed Item – Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board.
- 15.7 Closed Item – Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board.
- 15.8 Closed Item – Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees.
 - HR Matters

16. BUSINESS ARISING FROM CLOSED SESSION

2026-257

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 3:35 p.m.

And that during Closed Session Council approved the previous closed minutes from September 16, 2026.

And that during closed session Council received information related to Item 15.4 - Section 239(2)(i) for information; And that Council provided direction on how to proceed.

And that Council received information related to Item 15.5 - Section 239(2)(c) for information; And that Council provided direction to staff on how to proceed and instructed staff to report back to Council.

And that Council received information related to Item 15.6 - Section 239(2)(c) for information.

And that Council received information related to Item 15.7 - Section 239(2)(c) for information.

And that Council received information related to Item 15.8 - Section 239(2)(b) for information.

Carried

17. BY-LAWS

2026-258

Moved by Councillor Ed Myers

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex give a first, second, and third reading to and adopt by-laws 2026/090 to 2026/093 as listed below.

17.1 By-law 2026/090 Being a by-law to adopt the Southwest Middlesex Community Improvement Plan

17.2 By-law 2026/091 Being a by-law to adopt the Southwest Middlesex Industrial and Employment Lands Community Improvement Plan

17.3 By-law 2026/092 Being a by-law to amend by-law 2011/065, being the Comprehensive Zoning By-law of the Municipality of Southwest Middlesex

17.4 By-law 2026/093 Being a by-law to confirm the proceedings of council on October 7, 2026

18. FUTURE MEETINGS (subject to change)

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

2026-259

Moved by Councillor Ed Myers

Seconded by Councillor Mark McGill

That the Regular Meeting of Council be adjourned at 3:39 p.m.

Carried