



Council Meeting Minutes

Date: May 19, 2026
Time: 6:30 PM
Place: Mount Elgin Community Centre

Council Members Present: David Mayberry – Mayor
Paul Buchner – Councillor - Ward 1
Peter Ypma – Councillor - Ward 2
George Way – Councillor - Ward 4
Jim Pickard – Councillor - Ward 5
Craig Gillis – Councillor - Ward 6

Council Members Absent:

Staff Members Present: Julie Middleton – Chief Administrative Officer
Denny Giles – Manager of Legislative Services/Clerk
Brooke Crane – Treasurer
Adam Prouse – Public Works Superintendent
Laurel Davies Snyder – Development Planner
Daniel Leduc – Chief Building Official/Drainage Superintendent
Deb Fidler – Administrative Assistant - Legislative Services, Corporate Communications & Records Management

Staff Members Absent: Shane Caskanette – Fire Chief & CEMC

CALL MEETING TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor David Mayberry and a quorum was present.

MOTION TO ACCEPT AGENDA

Council Meeting Agenda - May 19th, 2026

Resolution No.1

Moved by George Way

Seconded by Paul Buchner

RESOLVED THAT the regular meeting agenda for the May 19th, 2026, meeting of Council be approved, as amended.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

MINUTES OF THE PRECEDING MEETING

May 5th, 2026 - Regular Council Meeting Minutes

Resolution No.2

Moved by Craig Gillis

Seconded by George Way

RESOLVED THAT the regular minutes of the council meeting held on May 5th, 2026, be approved.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM THE MINUTES

CL 17-2026 - Business Arising from the Minutes of May 5th, 2026

Clerk Denny Giles presented the report to Council providing an overview for Council of the staff actions arising from the minutes of the last Council meeting.

Resolution No.3

Moved by Jim Pickard

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive report CL 17-2026: Business Arising from the minutes of May 5th, 2026, as information.

DISPOSITION: Motion Carried

DELEGATIONS AND APPOINTMENTS

6:35 p.m. - Brian Petrie, Chair, UTRCA Presentation to Council

UTRCA Chair Brian Petrie made a presentation to Council providing an update on the consolidation of Conservation Authorities in Ontario. Chair Petrie advised consolidation is anticipated to be complete by February 1, 2027. Some of the most notable changes include governance structures where the upper tier municipality will select the representative to sit on the Board of Directors for the Conservation Authority. The province has created the Ontario Provincial Conservation Agency in which the Board of

Directors is all deputy ministers overseeing the consolidation. Municipalities will remain the funders of the conservation authorities, but may not have individual representation.

6:45 p.m. - Removal of H Provision - ZN 4-26-07 (Trevalli Homes)

Development Planner Laurel Davies Snyder presented the report to Council for the removal of a holding provision for the subject lands.

Resolution No.4

Moved by George Way

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford approve the Zoning By-law Amendment application submitted by Trevalli Homes for lands legally described as Lots 7-35, Plan 41M-404 in the Township of South-West Oxford, to remove the Holding Provision from lands as identified on Plate 1 of Report No. CP 2026-167.

DISPOSITION: Motion Carried

6:50 p.m. - Public Meeting: Bardoel Gravel Pit - ZN4-25-08 (Agent: MHBC Planning, on behalf of applicant J-AAR Materials Ltd., property owner Soniusfield Farms Ltd., for property located at 583398 Hamilton Road)

Registered Speakers:

Terry and Pat Harrison

Mayor Mayberry opened the public meeting at 6:58 p.m.

1. Presentation of the Staff Report

Development Planner Laurel Davies Snyder presented the staff report and provided background information to Council regarding the application for Zone Change for 583398 Hamilton Road. The Planner also highlighted written responses received for the application from multiple adjacent landowners notified of the application under the provisions of the Act.

2. Comments and Questions from Council

Members of Council inquired about the terminology associated with licensing an aggregate pit below the water table, noting that several residents who were notified of the application have expressed concerns regarding extraction below the water table. It was clarified that extraction below the water table is not permitted.

Members of Council raised concerns regarding potential dust and air quality impacts and inquired whether any monitoring measures are proposed. It was noted that the mitigation measures outlined are considered satisfactory in meeting applicable dust control requirements.

Members of Council inquired about the anticipated number of trucks per day, in which the agent confirmed there would be a maximum of 32 trucks per hour (16 inbound and 16 outbound). It was noted that adding these traffic counts is an increase of ~9% from the current traffic counts completed for Hamilton Road.

Members of Council noted that the report recommends Council defer consideration of the Zoning By-law Amendment until a revised Environmental Impact Study (EIS) / Natural Environment Report (NER) is submitted, as also requested by the Upper Thames River Conservation Authority and inquired whether there are any additional information or gaps that Council should be aware of. Laurel Davies Snyder responded that a revised EIS is the primary requirement at this stage.

Members of Council expressed concerns associated with air quality, but noted an air quality report is not required for the Zoning By-law Amendment Process.

3. Comments from the Applicant/Agent

Representatives from MHBC Planning, including Neal DeRuyter and Chelsea Brooks (Agent for the Applicant), along with Matthew Cummins of J-AAR (Applicant), were present.

Neal DeRuyter made a presentation to Council on the proposal. He advised under the Aggregate Resources Act, the applicant is required to complete their own public consultation, adding that an open house was held in November 2025, which provided the applicant time to respond to concerns of local residents. He added that the site plan is the legal document associated with the Aggregate Pit Licence which outlines how the pit is operated and how it is to be rehabilitated and confirmed there would be no extraction into the water table.

Mr. DeRuyter outlined the proposed extraction plan, noting that Phase 3—the phase closest to neighbouring residences—is intended to be completed last. This plan allows equipment to operate on the already-extracted floor of Phase 2, which will assist with noise mitigation efforts in response to concerns raised by nearby residents whose rear yards abut the extraction site.

Mr. DeRuyter commented that there is a legal requirement that dust has to be mitigated on site. He further noted that the site contains an estimated 1.9 million tonnes of gravel, with a maximum annual extraction limit of 500,000 tonnes; however, actual extraction is anticipated to be approximately half of that amount per year.

4. Comments and Questions from members of the Public

Terry Harrison, joined by Mark Byers, presented to Council requesting a significant reduction to phase 3 of the proposal, and highlighted that other local aggregate pits have been located where their residential communities are in close proximity. Mark Byers spoke to the technical aspects of the proposal and commented on respirable crystalline silica and the impacts to human health.

Jeanette Nooren spoke in opposition to the proposal highlighting concerns associated with the water table and groundwater vulnerabilities as well as dust originating on the extraction site.

Jennifer Shulman spoke in opposition to the proposal highlighting concerns with aggregate operations and the dust originating on the site.

John Phillips spoke in opposition to the proposal highlighting concerns associated with dust, noise and property values.

Resolution No.5

Moved by Peter Ypma

Seconded by Jim Pickard

RESOLVED THAT the Council of the Township of South-West Oxford defer the zone change application submitted by J-AAR Materials Limited whereby lands described as Part Lots 26 and 27, Broken Front West Oxford, Township of South-West Oxford are rezoned from 'General Agricultural Zone (A2)' to 'Special Aggregate Industrial Zone (ME-sp)' to permit a new Class 'A' (pit below water table) aggregate operation, pending submission of a revised Environmental Impact Study (EIS) / Natural Environment Report (NER) as described in Report CP-2026-158;

AND FURTHER THAT staff be directed to discuss options related to baseline monitoring and mitigation for air quality with the applicant and report back to Council with further information and recommendations.

DISPOSITION: Motion Carried

STAFF REPORTS

BD 07-2026 - April 2026 Building Report

CBO/Drainage Superintendent Daniel Leduc presented the staff report to Council providing a summary of the building department activities as of the end of April 2026. This includes details on the number of building permits issued and a summary of the associated permit fees collected, development charges collected, and value of construction.

Resolution No.6

Moved by George Way

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receives report BD07-2026 – April 2026 Building Report - as information.

DISPOSITION: Motion Carried

CAO 27-2026 - Update – Oxford County Library Board Resolution re: Mount Elgin Municipal Facility

CAO Julie Middleton presented the report to Council providing an update regarding the Oxford County Library Board's consideration of the proposed library space within the future Municipal Office, Library and Child Care facility in Mount Elgin, and to seek Council's direction regarding the draft Memorandum of Understanding attached as Appendix "A" to this report.

Resolution No.7

Moved by Paul Buchner

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford receive report CAO 27-2026: Update – Oxford County Library Board Resolution re: Mount Elgin Municipal Facility as information;

AND FURTHER THAT Council endorse the draft Memorandum of Understanding attached as Appendix "A" regarding the proposed future library space within the new Municipal Office, Library and Child Care facility in Mount Elgin;

AND FURTHER THAT Council authorize the Mayor and CAO to execute the Memorandum of Understanding, subject to any minor administrative or legal revisions satisfactory to the CAO and Chief Librarian, Oxford County Library.

DISPOSITION: Motion Carried

CL 18-2026 - Filling of Council Vacancy (Councillor - Ward 3)

Clerk Denny Giles presented the report to Council providing a recommendation for filling the vacant Council seat for Ward 3 in accordance with section 263 of the Municipal Act.

Resolution No.8

Moved by Craig Gillis

Seconded by George Way

RESOLVED THAT Council for the Township of South-West Oxford receive report CL 18-2026: Filling of Council Vacancy (Councillor - Ward 3) as information;

AND FURTHER THAT Council direct staff to proceed with Option 1 (Call for Applications) to fill the vacant Council seat as outlined in the report.

DISPOSITION: Motion Carried

DD-07-2026: Confirmation of Drainage Tender for Deer Creek Drain

CBO/Drainage Superintendent Daniel Leduc presented council with the results of the tenders received for the construction of the Deer Creek Drain 2026. The call for tender closed at noon on April 29th, 2026.

Resolution No.9

Moved by George Way
Seconded by Jim Pickard

RESOLVED THAT the Council of the Township of South-West Oxford receive report DD06-2026: Confirmation of Drainage Tender for the Deer Creek Drain 2026;

AND FURTHER THAT the tender submitted by Van Bree Infrastructure in the amount of \$373,462.50 + HST for the construction of the Deer Creek Drain 2026 be approved.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

Letter to OPP re: Reduced Load Enforcement

Resolution No.10

Moved by Craig Gillis
Seconded by Paul Buchner

RESOLVED THAT Council for the Township of South-West Oxford direct staff to send letter to Oxford OPP regarding Reduced Load Enforcement.

DISPOSITION: Motion Carried

CONSENT AGENDA

#1 - City of Pickering - Provincial School Board Governance Consultation Process

#2 - Municipality of Huron Shores - Architectural Conservancy of Ontario (ACO) proposal for the 2026 Provincial Budget

#3 - Municipality of Huron Shores - Tar and Chip Surface Treatment

#4 - Ministry of Natural Resources - Carbon Storage Regulations

#5 - Oxford County - Association of Ontario Road Supervisors (AORS) Request for Provincial Legislation Amendments

#6 - Township of Nipigon - Ontario Community Infrastructure Fund (OCIF)

#7 - Municipality of Wawa - Request to amend Land Transfer Tax Act

#8 - Township of Woolwich Resolution Letter - Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

#9 - Ryan - Motion to Reassess - Unfreeze Ontario

Resolution No.11

Moved by Peter Ypma

Seconded by George Way

WHEREAS a well-functioning and up-to-date assessment system supports strong communities and makes the province an attractive place to invest; and

WHEREAS property assessments in Ontario have not been updated in over a decade, making them the most outdated in Canada, while provinces such as Alberta and British Columbia update assessments annually to reflect current market conditions; and

WHEREAS the prolonged pause in the reassessment cycle has created significant distortions in assessed values, resulting in inequities among property classes; and

WHEREAS outdated assessments negatively impact investment decisions, economic competitiveness, municipal planning, and disproportionately affect independent small businesses; and

WHEREAS reassessments are designed to be revenue neutral for the municipality, ensure fairness in taxation, maintain public confidence in the property tax system, and support long-term municipal financial planning; and

WHEREAS a coalition of municipalities, chambers of commerce, tourism organizations, small businesses, and major property owners have called upon the Government of Ontario to update property assessments;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South-West Oxford hereby calls upon the Premier of Ontario and the Minister of Finance to direct the Municipal Property Assessment Corporation to promptly resume the regular property assessment cycle; and

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Rob Flack, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; and the Municipal Property Assessment Corporation for their consideration and timely action.

DISPOSITION: Motion Carried

#10 - Township of Parry Sound - Support for a Guaranteed Basic Income

#11 - Township of Parry Sound - Call to ensure Circular Materials Ontario provide fair recycling services

#12 - Township of Parry Sound - Support to extend Ontario Community Infrastructure Funds (OCIF)

#13 - Long Point Region Conservation Authority - FA Minutes

#14 - Township of Springwater - Provincial Bill 100 – Better Regional Governance Act, 2026

#15 - Municipality of North Grenville - Ontario Heritage Organization Development Grant Advocacy

#16 - Municipality of Bluewater - Request to Extend the Provincial Deadline for Notices of Intention to Designate Listed Heritage Properties

Resolution No.12

Moved by Peter Ypma

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford receive items #1 to #8 and #10 to #16, of the Consent Agenda dated May 19th, 2026, for information, and that they be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

May 19, 2026 - Accounts Payable Report

Resolution No.13

Moved by Jim Pickard

Seconded by George Way

RESOLVED THAT the following Accounts be approved for payment:

| | |
|--|---------------------|
| <i>Accounts Payable for May 3rd - May 16th, 2026</i> | <i>\$162,282.29</i> |
| <i>Payroll #10 - General</i> | <i>\$55,968.45</i> |
| <i>Total</i> | <i>\$218,250.74</i> |

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

By-Law No. 40-2026 - A By-Law to amend Zoning By-Law Number 25-98 (ZN 4-25-10, 19 Raglan St)

By-Law No. 41-2026 - A By-Law to Amend Fees and Charges By-law 75-2025.

By-Law No. 42-2026 - A By-law to amend Zoning By-law Number 25-98 (ZN4-26-07, Lots 7-35, Plan 41M-404, south of Mount Elgin Road on Fewster Crescent, Bodwell Avenue and Elgin Drive)

Resolution No.14

Moved by Peter Ypma

Seconded by Craig Gillis

RESOLVED THAT the following By-law's be read a first, second and third time, and finally passed:

- *By-law No. 40-2026 - A By-Law to amend Zoning By-Law Number 25-98 (ZN 4-25-10, 19 Raglan St)*
- *By-law No. 41-2026 - A By-Law to Amend Fees and Charges By-law 75-2025.*
- *By-law No. 42-2026 - A By-law to amend Zoning By-law Number 25-98 (ZN4-26-07, Lots 7-35, Plan 41M-404, south of Mount Elgin Road on Fewster Crescent, Bodwell Avenue and Elgin Drive)*

DISPOSITION: Motion Carried

NOTICE OF MOTION

NEW BUSINESS

Letter to MP Khanna - Respirable Crystalline Silica (RCS) Dust

Council discussed the health impacts of RCS, and at what level the dust becomes dangerous to human health, and what kind of monitoring is possible and what would be an estimated cost for monitoring of RCS.

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement.

Councillor Ypma informed Council of the next Mount Elgin Hall Board meeting taking place on May 25th, and the Dereham Hall Board community BBQ is June 16th (prior to evening Council).

Councillor Pickard advised Council of the fish fry coming up on June 13th. He added that Sweaburg Parks and Recreation Committee met last week to discuss their

fundraising efforts as \$23,000 was raised by the community to go toward the playground equipment.

Councillor Gillis advised the first car show at Beachville Museum for 2026 is May 24th, and Beachville Fire Station firefighters' breakfast is coming up on June 7th from 8:30-11:30.

Councillor Buchner advised of Brownsville yard sales coming up on June 6th and reminded Council of the Township Fare taking place on May 23rd.

Councillor Way informed Council of the annual cemetery walk through on May 27th at 5:30 p.m. and the Beachville Museum car show on May 24th.

CLOSED SESSION

Resolution No.15

Moved by Peter Ypma

Seconded by Jim Pickard

RESOLVED THAT Council move into closed session at 9:48 p.m. pursuant to section 239 (2) (i) of the Municipal Act in order to discuss matters pertaining to:

(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 organization (Execulink Contract)

DISPOSITION: Motion Carried

Resolution No.16

Moved by Paul Buchner

Seconded by George Way

RESOLVED THAT Council of the Township of South-West Oxford reconvene in open session at 10:06 p.m.

DISPOSITION: Motion Carried

CONFIRMATORY BY-LAW

By-Law No. 43-2026 - A By-law to confirm the proceedings of Council (May 19th, 2026)

Resolution No.17

Moved by Craig Gillis

Seconded by Peter Ypma

RESOLVED THAT the following By-law be read a first, second and third time and finally passed:

- *By-law No. 43-2026 - To confirm all actions and proceedings of Council (May 19th, 2026)*

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the By-law and affix the corporate seal.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No.18

Moved by George Way

Seconded by Paul Buchner

RESOLVED THAT there being no further business, the Council meeting be adjourned at 10:08 p.m. to meet again on Tuesday, June 2nd, 2026, at 9:00 a.m. in Council Chamber at the Municipal Office.

DISPOSITION: Motion Carried

MAYOR: David Mayberry

CLERK: Denny Giles

This document is available in alternate formats upon request.