Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, February 4, 2026, 1:30 PM

Council Present:	Mayor Allan Mayhew; Deputy Mayor Mike Sholdice; Councillor Majorie Emery; Councillor Joel Haggith; Councillor Mark McGill; Councillor Ed Myers; Councillor Martin Vink;
Council Absent:	Councillor Don McCallum;
Staff Present:	Amanda Gubbels, CAO Denice Williamson, Treasurer Mauro Castrilli, Public Works Manager; Kevin Miller, Manager of Community Services & Facilities Gary Johnston, Fire Chief Colleen Kelly, 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

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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

2026-021
Moved by Councillor Majorie Emery;
Seconded by Councillor Mark McGill

That the Regular Agenda of Council dated February 4, 2026 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2026-022
Moved by Councillor Joel Haggith
Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.14, as set out on the Consent Agenda for the February 4, 2026 Regular Meeting of Council, for information, with the exception of Item 5.5 Glencoe and District Curling Club Donation Request, which will be dealt with separately;

And that Council approve the minutes of the January 14, 2026 Regular Council Meeting and the January 21, 2026 Special Council Meeting.

Carried

5.1 Draft Regular Meeting of Council Minutes - January 14, 2026

5.2 Draft Special Meeting of Council Minutes - January 21, 2026

5.3 Middlesex County Council Meeting Highlights - December 9, 2025

5.4 Middlesex County Council Meeting Highlights - January 13, 2026

5.5 Glencoe and District Curling Club Donation Request

2026-023
Moved by Councillor Ed Myers
Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the correspondence on February 4, 2026 regarding the Glencoe and District Curling Club Donation Request, for information;

And that Council direct staff to donate $1000.00 to the Glencoe and District Curling Club in support of their fundraising event.

Carried

5.6 Middlesex County Notice of Adoption- Official Plan Amendment No. 4

5.7 Middlesex County Library Board Resolution of Support regarding the Proposed Amendments to the Canada Post Corporation Act in Bill C-15

5.8 Middlesex-London Health Unit (MLHU) Board of Health Meeting Update - January 22, 2026

5.9 St. Clair Region Conservation Authority (SCRCA) Meeting Highlights - December 11, 2025

5.10 Strathroy- Caradoc Notice of Public Meeting ZBA18-2025 - Housekeeping Zoning Amendment - February 17, 2026 at 6:00 p.m.

5.11 Township of Brudenell, Lyndoch and Raglan resolution of support regarding the Town of Ajax - Solve the Crisis and Winter Homelessness Program Support

5.12 Municipality of North Grenville, Merrickville-Wolford Village OPP Detachment Board Resolution of Support for Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems

5.13 Honourable Trevor Jones, Minister of Agriculture, Food and Agribusiness - Publication of the 2026 Agricultural Impact Assessment (AIA) Guidance Document

5.14 Honourable Michael S. Kerzner, Solicitor General and Honourable Rob Flack Minister of Municipal Affairs and Housing - Information on Establishing a Police Service Board Budget for Municipalities with Strong Mayor Powers

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Council Composition Review- Legislative Requirements and Recommended Next Steps (CAO-2026-02)

2026-024
Moved by Councillor Martin Vink
Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated February 26, 2026 prepared by the Chief Administrative Officer, titled Council Composition Review- Legislative Requirements and Recommended Next Steps (CAO-2026-02) for information;

And that Council confirm that the existing council composition currently in force will remain in place for the 2026 municipal election;

And that Council direct Administration to prepare and bring forward a by-law amending the composition of Council, with the by-law expressly providing that the amended council composition will take effect for the 2030 municipal election;

And that Council acknowledge that bringing forward a future-effective by-law provides clarity and certainty for candidates, electors, and staff, and clearly signals Council's intent for the next term, recognizing that a future Council retains the authority to amend or rescind the by-law if it so chooses;

And that Council direct Administration to issue an appropriate public update confirming the applicable council structure for the 2026 election and to review internal governance processes and statutory deadline tracking to strengthen implementation of election-related legislative requirements going forward.

Carried

8.1.2 Responsible Use of Artificial Intelligence (AI) (CAO-2026-03)

2026-025
Moved by Councillor Joel Haggith
Seconded by Councillor Majorie Emery;

That the Council of the Municipality of Southwest Middlesex receive the report dated February 4, 2026, prepared by the Chief Administrative Officer, titled Responsible Use of Artificial Intelligence (AI) (CAO-2026-03) for information;

And that Council adopt the Responsible Use of Artificial Intelligence (AI) policy as presented;

And that Council direct staff to implement the policy and report back annually on AI use, the benefits realized, and any other identified risks or required policy updates.

Carried

8.2 Clerk - None

8.3 Finance - None

8.4 Public Works - None

8.5 Community Services and Facilities

8.5.1 Waiving of YMCA Summer Camp Facility Rental Fees

2026-026
Moved by Councillor Mark McGill
Seconded by Councillor Majorie Emery;

That the Council of the Municipality of Southwest Middlesex receive the report dated February 4, 2026, prepared by the Manager of Community Services and Facilities, titled Waiving of the YMCA Summer Day Camp Facility Rental Fees (CSF-2026-01), for information;

And that Council approve the waiving of the facility rental fees for the YMCA Summer Day Camp program from June 2026 to August 28, 2026, with the fee structure to be re-examined in 2027.

Carried

8.6 Fire

8.6.1 Updated Strathroy-Caradoc Fire Protection Agreement

2026-027
Moved by Councillor Mark McGill
Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated February 4, 2026, prepared by the Fire Chief titled Updated Strathroy-Caradoc Fire Protection Agreement (FIR-2026-01), for information;

And that Council approve By-law 2026/008, being a by-law to authorize the signing of the updated Strathroy-Caradoc Fire Protection Agreement.

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

Councillor Emery spoke to some of the events scheduled in Southwest Middlesex for Family Day on February 16, 2026.

Councillor Vink spoke regarding the Brooke-Alvinston Fire Committee Meeting.

15. CLOSED SESSION

2026-028
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 1:53 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 Closed Meeting Minutes - January 14, 2026 and January 21, 2026

15.4 Closed Item - Section 239(2)(i) Information supplied in confidence by a third party to the municipality.

15.5 Closed Item - Section 239(2)(i) Information supplied in confidence by a third party to the municipality.

15.6 Closed Item - Section 239(2)(c) A proposed acquisition or disposition of land.

15.7 Closed Item - Section 239(2)(c) A proposed acquisition or disposition of land.

15.8 Closed Item - 239(2)(h) Information supplied in confidence by another level of government.

15.9 Closed Item - Section 239(2)(i) Information supplied in confidence by a third party to the municipality.

15.10 Closed Item - Section 239(2)(b) Personal matters about an identifiable individual.

15.11 Closed Item - Section 239(2)(b) Personal matters about an identifiable individual.

16. BUSINESS ARISING FROM CLOSED SESSION

2026-029
Moved by Deputy Mayor Mike Sholdice
Seconded by Councillor Ed Myers

The Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 3:45 p.m.

There were no disclosures of pecuniary interest.

That Council approved the previous closed minutes from the January 14, 2026 and January 21, 2026 closed sessions.

And that Council received a delegation related to Item 15.4 Section 239(2)(i) Information supplied in confidence by a third party to the municipality, for information;

And that Council received the closed report related to Item 15.5 Section 239(2)(i) Information supplied in confidence by a third party to the municipality for information, and provided direction to staff regarding next steps;

And that Council received the closed report regarding Item 15.6 Section 239(2)(c) A proposed disposition of land, for information and provided direction to the CAO on next steps;

And that Council received the closed report regarding Item 15.7 Section 239(2)(c) A proposed or pending acquisition of land, for information;

And that Council received the closed correspondence regarding Item 15.8 Section 239(2)(h) Information supplied in confidence by another level of government, for information;

And that Council received the closed update regarding Item 15.9 Section 239(2)(i) Information supplied in confidence by a third party to the municipality for information;

And that Council received the closed report regarding Item 15.10 Section 239(2)(b) Personal matters about an identifiable individual for information;

And that Council received the closed report regarding Item 15.11 Section 239(2)(b) Personal matters about an identifiable individual for information and that Council provided direction to legal counsel on how to proceed.

Carried

17. BY-LAWS

2026-030
Moved by Councillor Joel Haggith
Seconded by Councillor Martin Vink

That the Council of Southwest Middlesex give first, second, and third readings and adopt the by-laws listed below.

Carried

17.1 By-law 2026/008 Being a by-law to authorize the execution of a Fire Protection Agreement with the Municipality of Strathroy- Caradoc

17.2 By-law 2026/009 Being a by-law to set out the remuneration and expenses for members of council and local boards

17.3 Bylaw 2026/010 Being a by-law to authorize entering into an Ontario Transfer Payment Agreement for the Housing-Enabling Water System Fund Intake 2 with His Majesty the King in Right of Ontario as represented by the Minister of Infrastructure

17.4 Bylaw 2026/011 Being a by-law to confirm the proceedings of Council on February 4, 2026

18. FUTURE MEETINGS (subject to change)

Wednesday, February 11, 2026 at 9:30 a.m. - Special Meeting of Council - Budget

Wednesday, February 18, 2026 at 6:00 p.m. - Regular Meeting of Council

19. ADJOURNMENT

2026-031
Moved by Councillor Mark McGill
Seconded by Councillor Majorie Emery;

That the Regular Meeting of Council be adjourned at 3:48 p.m.

Carried