



Municipality of Southwest Middlesex
Regular Council Meeting
Minutes

Wednesday, February 5, 2025, 1:30 PM

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

Members Absent Councillor Amy Choi;

Staff Present: Amanda Gubbels, CAO
Mack Meloche, Treasurer
Mauro Castrilli, Public Works Manager;
Kevin Miller, Manager of Community Services & Facilities
Gary Johnston, Fire Chief
Andrew Neely, Drainage Superintendent;
Colleen Kelly, Deputy Clerk

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

2025-029

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the following item be added to the Meeting Agenda - Item 8.2.2 Ward 3 Council Vacancy (CLE-2025-02)

And that the Regular Agenda of Council dated February 5, 2025 be approved as amended.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2025-030

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That Council for the Municipality of Southwest Middlesex receive Items 5.1. to 5.9, as set out on the Consent Agenda for the February 5, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the January 15, 2025 Regular Council Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - January 15, 2025

5.2 Draft Minutes of the Economic Development Committee Meeting - January 9, 2025

5.3 Voucher Reports - December 2024 and January 2025 (FIN-2025-03)

5.4 Middlesex County Meeting Highlights - January 14, 2025

5.5 Middlesex County Notice of Passing of Woodlands Conservation By-law No. 7413

5.6 Middlesex County Council and Library Board 2025 Meeting Calendar

5.7 Middlesex County Warden's Report - 2024 Year in Review

- 5.8 2025 Middlesex-London Board of Health and Committee Amended Meeting Schedule
- 5.9 Lisa M. Thompson, Minister of Rural Affairs dated January 19, 2025 - Enabling Opportunity: Ontario's Rural Economic Development Strategy

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS

7.1 Court of Revision - Stinson Drain

2025-031

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Don McCallum

That Mayor Mayhew be appointed to the Court of Revision and act as chair for the Stinson Drain;

That Deputy Mayor Sholdice, Councillor Vink and Councillor McGill be appointed to the Court of Revision for the Stinson Drain;

And that Council adjourn the regular meeting to sit as the Court of Revision at 1:38 p.m.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Approval of Refreshment Vehicle By-law and Agreement with Sam Tountas/ Rocky's Food Wagon (CAO-2025-08)

2025-032

Moved by Councillor Mark McGill

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Chief Administrative Officer titled Approval of Refreshment Vehicle By-law and Agreement with Sam Tountas/ Rocky's Food Wagon (CAO-2025-08) for information; And that Council approve the Refreshment Vehicle By-law (By-law 2025/009) as presented;

And that Council approve an agreement with Mr. Sam Tountas for the operation of Rocky's Food Truck at the Glencoe Train Station parking lot for the 2025 season;

And that staff be directed to register the set fines associated with the Refreshment Vehicle By-law with the Solicitor General;

And that the Municipality's fee by-law be updated to include licensing fees for refreshment vehicles and other associated costs;

And further that the Mayor and Clerk be authorized to execute the agreement and affix the Corporate Seal of the Municipality of Southwest Middlesex.

Carried

8.2 Clerk

8.2.1 Invitation for Land Lease Results (CLE-2025-01)

2025-033

Moved by Councillor Martin Vink

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Manager of Legislative Services/Clerk titled Invitation for Land Lease Results (CLE-2025-01) for information;

And that Council award the 3-year land lease to Tyler D. McTavish in the amount of \$303.00/acre;

And that the Manager of Legislative Services/Clerk bring back a by-law and agreement at a future Council meeting for approval.

Carried

8.2.2 Ward 3 Council Vacancy (CLE-2025-02)

2025-034

Moved by Councillor Ed Myers

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Manager of Legislative

Services/Clerk titled Ward 3 Council Vacancy (CLE-2025-02) for information;

And that Council declares one of the Ward 3 Councillor seats vacant due to the resignation of Ward 3 Councillor Amy Choi;

And that the Manager of Legislative Services be directed to bring a report regarding methods to fill the vacant Ward 3 Councillor seat to the February 19, 2025 Council meeting.

Carried

8.3 Finance

8.3.1 2025 Budget Plan Timeline (FIN-2025-04)

2025-035

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Treasurer titled 2025 Budget Plan Timeline (FIN-2025-04) for information;

And that Council approves staff to schedule Budget Meetings.

Carried

8.3.2 Utilizing GrantMatch (FIN-2025-05)

2025-036

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Treasurer titled Utilizing GrantMatch (FIN-2025-05) for information;

And that Council approves staff utilizing GrantMatch to optimize grant funding;

And that Council directs staff to proceed with utilizing GrantMatch services for applying to grants as deemed appropriate by the CAO or delegate.

Carried

8.4 Public Works

8.4.1 Supply of Granular Material (PUB-2025-05)

2025-037

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Manager of Public Works titled Supply of Granular Material (PUB-2025-05) for information;
And that the supply of granular material be awarded to the lowest tender bid submission received from Johnston Bros. (Bothwell) Limited in the amount of \$22.79 per tonne for granular “M”, and \$22.79 for granular “A” (excluding HST);
And that the Mayor and Clerk be authorized to execute any necessary documents.

Carried

8.4.2 Dust Control Tender Results (PUB-2025-06)

2025-038

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Manager of Public Works titled Dust Control Tender Results (PUB-2025-06) for information;
And that the purchase of services and material for the supply and application of dust control be awarded to the lowest tender bid submission received from Den-Mar Brines Limited in the amount of \$ 0.0816 per litre (excluding HST);
And that the Mayor and Clerk be authorized to execute any necessary documents.

Carried

8.4.3 Dolomite Gravel (PUB-2025-07)

2025-039

Moved by Councillor Mark McGill

Seconded by Mayor Allan Mayhew

That the Council of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Manager of Public Works titled Dolomite Gravel (PUB-2025-07) for information;

And that Council direct staff to liaise with the neighbouring municipality currently using dolomite gravel to coordinate a trial application on a selected road segment, contingent upon operational budget savings in the 2025 gravel budget.

Defeated

8.5 Community Services and Facilities - None

8.6 Fire

8.6.1 Fire Protection Grant 2024-2025 (FIR-2025-01)

2025-040

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated February 5, 2025 prepared by the Fire Chief titled Fire Protection Grant 2024-2025 (FIR-2025-01) for information;

And that Council approve and endorse the agreement for the Fire Protection Grant and execute it by by-law.

Carried

8.7 Building - None

8.8 Planning - None

9. NOTICE OF MOTION

10. CORRESPONDENCE AND PETITIONS

- 10.1 Trevor Fleck, Program, Policy and Development Director - Ministry of Infrastructure, regarding the unsuccessful Industrial Road Sanitary Pump Station Upgrades Submission under the Housing-Enabling Water Systems Fund (HEWSF) Intake II

2025-041

Moved by Mayor Allan Mayhew

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the correspondence from Trevor Fleck, Program, Policy and Development Director, Ministry of Infrastructure regarding the unsuccessful Industrial Road Sanitary Pump Station Upgrades Submission from the Municipality of Southwest Middlesex under the Housing-Enabling Water Systems Fund (HEWSF) Intake II, for information;

And that the Mayor and CAO send a joint letter to MPP Steve Pinsonneault.

Carried

11. UNFINISHED BUSINESS

12. NEW BUSINESS

-CAO Gubbels provided a verbal update regarding the Animal Control Request for Proposal results.

13. COUNTY COUNCIL AND CONFERENCE UPDATE

14. ANNOUNCEMENTS

-Mayor Mayhew mentioned that Family Day is on Monday February 17th. There are many local events happening that day for you and your family to enjoy.

15. CLOSED SESSION

2025-042

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 2:29 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

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 organization

- Service proposal given in confidence

Carried

15.1 Closed Meeting Minutes - January 15, 2025

15.2 Closed Item

16. BUSINESS ARISING FROM CLOSED SESSION

2025-043

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 2:39 p.m.;

And that Council approved the Closed Session Minutes from January 15, 2025;

And that Council approves the updated retainer letter with Aird & Berlis LLP, for Integrity Commissioner Services and direct the Chief Administrative Officer to execute the retainer letter for service continuation for a term from March 31, 2025 to December 31, 2027;

And that an agreement for Integrity Commissioner Services with Aird & Berlis LLP be provided to Council by by-law for future approval.

Carried

17. BY-LAWS

2025-044

Moved by Councillor Don McCallum

Seconded by Councillor Martin Vink

That the Council of Southwest Middlesex adopt the by-laws listed below as read.

Carried

- 17.1 By-law 2025-009 Being a by-law to license and regulate refreshment vehicles (See Item 8.1.1)
- 17.2 By-law 2025-010 Being a by-law to authorize entering into an agreement with Sam Tountas for the operation of a refreshment vehicle on municipal land (See Item 8.1.1)
- 17.3 By-law 2025-011 Being a by-law to authorize entering into an Ontario Transfer Payment agreement for the Fire Protection Grant (See Item 8.6.1)
- 17.4 By-law 2025-012 Being a by-law to authorize entering into an Ontario Transfer Payment agreement for the Community Emergency Preparedness Grant Program
- 17.5 By-law 2025-013 Being a by-law to authorize entering into an agreement with Glencoe Summer Market
- 17.6 By-law 2025-014 Being a by-law to amend Site Plan Control By-law 2014/048
- 17.7 By-law 2025-015 Being a by-law to confirm the proceedings of Council on February 5, 2025

18. FUTURE MEETINGS (subject to change)

- Wednesday February 19, 2025 at 6:00 p.m. - Regular Council Meeting
- Wednesday March 5, 2025 at 1:30 p.m. - Regular Council Meeting
- Wednesday March 19, 2025 at 6:00 p.m. - Regular Council Meeting

19. ADJOURNMENT

2025-045

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Regular Meeting of Council be adjourned at 2:43 p.m.

Carried