



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, October 15, 2025, 6:00 PM

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

Staff Present: Amanda Gubbels, CAO
Kendra Kettler, Clerk
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager;
Alana Kertesz, Planner
Erin Besch, Planner

Meeting can be viewed at:

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88l4A>

1. CALL TO ORDER

Mayor Mayhew called the meeting to order at 6:02 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

3. CONFIRMATION OF THE AGENDA

2025-285

Moved by Councillor Don McCallum

Seconded by Councillor Mark McGill

That the Regular Agenda of Council dated October 15, 2025 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS

4.1 Graham Scott Enns - 2024 Financial Statements

Jennifer Buchanan, CPA, CA presented to Council. Council asked questions related to the presentation of the 2024 Financial Statements.

2025-286

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Martin Vink

That the 2024 Financial Statements prepared by Graham Scott Enns are accepted and approved as presented.

Carried

2025-287

Moved by Mayor Allan Mayhew

Seconded by Deputy Mayor Mike Sholdice

That staff bring back a report related to our fiscal management, including our internal financing program to Council.

Carried

5. CONSENT AGENDA

2025-288

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.6, with the exception of Item 5.2 Middlesex County Community Safety Zones, which shall

be received separately, as set out on the Consent Agenda for the October 15th 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the October 1st 2025 Regular Council Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - October 1, 2025

5.2 Middlesex County Community Safety Zones

2025-289

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive Item 5.2 Middlesex County Community Safety Zones for information;

And that Council direct the Manager of Public Works to consider Parkhouse Road a Community Safety Zone, and bring back a report to Council.

Carried

5.3 SCRCA September Meeting Highlights

5.4 MLHU Board of Health September Meeting Summary

5.5 Middlesex County Meeting Highlights - September 23, 2025

5.6 Southwest Middlesex Voucher Report (FIN-2025-19) - September

6. COMMITTEE OF ADJUSTMENT

2025-290

Moved by Councillor Mark McGill

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 6:38 pm.

Carried

7. PUBLIC MEETINGS

7.1 Meeting to Consider - Lethbridge Drain

The Engineer gave an overview of the report. No affected property owners spoke to the application. Council asked some questions regarding the report. Council made a decision.

2025-291

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex accept the Engineer's Report in reference to the Lethbridge Drain and refers the by-law to the By-law section of the agenda for a 1st and 2nd reading.

Carried

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Agreement with Quad County Support Services – Work Placement Partnership (CAO-2025-55)

2025-292

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Majorie Emery

That Council of the Municipality of Southwest Middlesex receive the report titled Agreement with Quad County Support Services – Work Placement Partnership (CAO-2025-55) dated October 15, 2025, for information;

And that Council approves the report titled Agreement with Quad County Support Services – Work Placement Partnership and direct the Mayor and Clerk to execute By-law 2025/091 to authorize the agreement between the Municipality of Southwest Middlesex and Quad County Support Services.

Carried

8.2 Clerk - None

8.3 Finance - None

8.4 Public Works

8.4.1 New Drain Petition – Manser Branch of the Hyndman Drain (DS-2025-16)

2025-293

Moved by Councillor Mark McGill

Seconded by Councillor Majorie Emery

That the Council of Southwest Middlesex receive the report dated October 15, 2025 prepared by the Drainage Superintendent titled New Drain Petition – Manser Branch of the Hyndman Drain (DS-2025-16) for information;

And that Council accept the petition filed under Section 4 of the Drainage Act for Range 1 South, Lot 17, (former Ekfrid Township) to construct a new branch of the Hyndman Drain;

And that staff provide notice to all affected landowners regarding the petition;

And that staff report back to Council with the results of the notification process.

Carried

- 8.5 Community Services and Facilities - None
- 8.6 Fire - None
- 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 - None
- 15. CLOSED SESSION

2025-294

Moved by Councillor Martin Vink

Seconded by Councillor Joel Haggith

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 7:42 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 Draft Closed Meeting Minutes - October 1, 2025

15.2 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

15.3 Closed Item - Section 239(2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality of local board. 2001, c.25, s.239(2); 2017, c.10, Sch

16. BUSINESS ARISING FROM CLOSED SESSION

2025-295

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 8:00 p.m.;

That during closed session Council approved previous closed session meeting minutes;

That council received information related to Section 239(i) and staff are to proceed as directed;

And Council received information related to Section 239(k) and staff are to proceed as directed.

Carried

17. BY-LAWS

2025-296

Moved by Councillor Ed Myers

Seconded by Councillor Don McCallum

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

Carried

- 17.1 By-law 2025/076 Being a by-law to provide drainage works known as the Chittam Drain (third and final reading)
- 17.2 By-law 2025/089 Being a provisional by-law to provide drainage works being the Lethbridge Drain 2025 (first and second reading)
- 17.3 By-law 2025/090 Being a by-law to authorize the agreement between Intelivote Systems Inc. and the Municipality of Southwest Middlesex
- 17.4 By-law 2025/091 Being a by-law to authorize an agreement with between Quad County Support Services and the Corporation of the Municipality of Southwest Middlesex
- 17.5 By-law 2025/092 Being a by-law to confirm the proceedings of Council on October 15, 2025

18. FUTURE MEETINGS (subject to change)

Wednesday, November 5, 2025 at 11:00 a.m. - Special Meeting of Council - Development Charges

Wednesday, November 5, 2025 at 1:30 p.m. - Regular Meeting of Council

19. ADJOURNMENT

That the Regular Meeting of Council be adjourned at 8:00 p.m.