



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, April 9, 2025, 1:30 PM

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

Staff Present: Amanda Gubbels, CAO
Kendra Kettler, Clerk
Mack Meloche, Treasurer
Mauro Castrilli, Public Works Manager;
Kevin Miller, Manager of Community Services & Facilities
Gary Johnston, Fire Chief
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 1:31 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no declarations of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2025-107

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Regular Agenda of Council dated April 9, 2025 be accepted as presented

Carried

4. DELEGATIONS AND PRESENTATIONS

4.1 Mary Simpson, President and Denise Corneil, Secretary - Glencoe & District Historical Society presentation and year-in-review report

2025-108

Moved by Councillor Majorie Emery

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the April 9, 2025 Glencoe & District Historical Society presentation and year-in-review report for information.

Carried

5. CONSENT AGENDA

2025-109

Moved by Councillor Joel Haggith

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.9, as set out on the Consent Agenda for the April 9, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the March 19, 2025 Regular Council Meeting and the March 20, 2025 Special Budget Meeting.

Carried

5.1 Draft Minutes of the Regular Meeting of Council - March 19, 2025

5.2 Draft Minutes of the Special Budget Meeting - March 20, 2025

- 5.3 Voucher Report - March 2025 (FIN-2025-10)
- 5.4 Southwest Middlesex 2024 Planning Summary Report
- 5.5 Middlesex County Council Meeting Highlights - March 11, 2025
- 5.6 Middlesex County Council Meeting Highlights - March 25, 2025
- 5.7 Middlesex-London Health Unit (MLHU) Monthly Board of Health Update - March 2025
- 5.8 Municipal Engineers Association - 2025 Bursary Awards Program (Full document available from Clerk upon request)
- 5.9 Canadian National (CN) Right-of-way Vegetation Management
- 6. COMMITTEE OF ADJUSTMENT - None**
- 7. PUBLIC MEETINGS - None**
- 8. STAFF REPORTS**
 - 8.1 Chief Administrative Officer
 - 8.1.1 CAO Quarterly Status Report for Q1 2025 (CAO-2025-21)**
 - 2025-110
 - Moved by** Councillor Ed Myers
 - Seconded by** Councillor Joel Haggith
 - That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025, prepared by the Chief Administrative Officer titled CAO Quarterly Status Report for Q1 2025 (CAO-2025-21) for information.
 - 8.2 Clerk - None
 - 8.3 Finance
 - 8.3.1 Membership Application to Elgin Middlesex Oxford Purchasing Cooperative (FIN-2025-11)**
 - 2025-111
 - Moved by** Deputy Mayor Mike Sholdice
 - Seconded by** Councillor Ed Myers

Carried

That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025 prepared by the Treasurer titled Membership Application to Elgin Middlesex Oxford Purchasing Cooperative (FIN-2025-11) for information;

And that Council approves staff to apply for membership to Elgin Middlesex Oxford Purchasing Cooperative (EMOP);

And that Council directs staff to proceed with using this membership for procuring necessary equipment and services as approved by Council and deemed appropriate by the CAO or delegate.

Carried

8.3.2 2025 Final Budget (FIN-2025-12)

2025-112

Moved by Councillor Don McCallum

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025 prepared by the Treasurer titled 2025 Final Budget (FIN-2025-12) for information;

And that By-Law 2025-039, being a By-law to adopt the final estimates of all sums required by the Municipality for the year 2025, be given three readings.

Carried

8.4 Public Works - None

8.5 Community Services and Facilities

8.5.1 Pool Pumps and Filters Results (CSF-2025-02)

2025-113

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025, prepared by the Manager of Community Services and Facilities titled Pool Pumps and Filters Results (CSF-2025-02)

for information;

And that Council accept staff's recommendation and award Acapulco Pools Ltd.'s bid of \$239,400.00 (excluding HST).

Carried

8.5.2 Project 2000 Concession (CSF-2025-03)

2025-114

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025, prepared by the Manager of Community Services and Facilities titled Project 2000 Concession (CSF-2025-03) for information;

And that Council direct staff to issue a request for proposal (RFP) for the operation of the Project 2000 concession booth.

Carried

8.5.3 Community Services and Facilities Service Plan (CSF-2025-04)

2025-115

Moved by Councillor Martin Vink

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the presentation dated April 9, 2025 prepared by the Manager of Community Services and Facilities titled Community Services and Facilities Service Plan (CSF-2025-04) for information;

And that Council direct staff to remove portal toilet units and garbage service at Strathburn and Simpson parks in the 2025 season;

And that garbage service be provided only on municipal assets and main streets.

Carried

2025-116

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Martin Vink

That Council direct staff to replace hanging baskets in Middlemiss with decorative banners beginning in the 2026 season;

And that Council direct staff to continue working with community partners to identify gardens for removal and report back to Council.

Carried

8.6 Fire

8.6.1 Authorization to Participate - County of Middlesex Mutual Aid Plan (FIR-2025-02)

2025-117

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated April 9, 2025, prepared by Fire Chief, titled Authorization to Participate – County of Middlesex Mutual Aid Plan (FIR-2025-02) for information:

And that Council authorizes the continued participation of the Southwest Middlesex Fire Department in the County of Middlesex Mutual Aid Plan.

Carried

8.7 Building - None

8.8 Planning - None

9. NOTICE OF MOTION

10. CORRESPONDENCE AND PETITIONS - None

10.1 Carrie Clark, Deputy Fire Marshal, Office of the Fire Marshal dated March 31, 2025 - Additional grant allocation for the Fire Protection Grant (2024-2025).

2025-118

Moved by Councillor Majorie Emery

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receives the correspondence from the Deputy Fire Marshal dated March 31, 2025;

And that Council approves the receipt of additional funds in the amount of \$361.73 from the Fire Protection Grant and designates these funds to additional equipment that will help minimize firefighter exposure to toxic elements, which aligns with the intended purpose of the Fire Protection Grant.

Carried

11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
13. **COUNTY COUNCIL AND CONFERENCE UPDATE**
14. **ANNOUNCEMENTS**
15. **CLOSED SESSION**

2025-119

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 2:46 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)(c) A proposed or pending acquisition or disposition of land by the municipality or local board

-potential disposition

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-potential disposition

Section 239(2)(f) Advice that is subject to solicitor-client privilege, including communication necessary for that purpose
-legal issue

Carried

15.1 Closed Meeting Minutes - March 5, 2025

15.2 Closed Item

15.3 Closed Item

15.4 Closed Item

16. BUSINESS ARISING FROM CLOSED SESSION

2025-120

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 3:43 p.m.;

And that Council approve the March 5, 2025 Closed Meeting minutes;

And that Council direct staff to proceed with registering an Application to Change Name for the road allowance lands (Lots 1 & 48, Plan 34M306 (PIN 08543-0126));

And that Council declare the road allowance lands legally described as Lane between Lots 1 & 48, Plan 34M306, Glencoe (PIN 08543-0126) as surplus to the needs of the Municipality;

And that Council direct staff to initiate the process to stop up and close the road allowance, and post applicable notice of such closing, and work in accordance with the Sale and Disposition of Land Policy;

And that a future report be brought forward for Council in accordance with the Sale and Disposition of Land Policy.

Carried

2025-121

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Martin Vink

That staff proceed as directed by Council on

- Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board

And that staff proceed as directed by Council on

- Section 239(2)(f) Advice that is subject to solicitor-client privilege, including communication necessary for that purpose

Carried

17. BY-LAWS

2025-122

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex adopt by-laws 2025/039 to 2025/048 as listed and read.

Carried

17.1 By-law 2025/039 Being a by-law to adopt the final estimate of all sums required for 2025

17.2 By-law 2025/040 Being a by-law to permit the participation of the Southwest Middlesex Fire Department in the County of Middlesex Mutual Aid Plan

17.3 By-law 2025/041 Being a by-law to authorize an agreement with Southwest Middlesex Animal Shelter for Animal Control Services

17.4 By-law 2025/042 Being a by-law to appoint to Council Committees - Amend By-law 2023/004

17.5 By-law 2025/043 Being a by-law to authorize a Community Improvement Plan Program Grant Agreement with Elite Agri Solutions Inc. - 214, 216, 218 Main Street, Glencoe

17.6 By-law 2025/044 Being a by-law to authorize a Community Improvement Plan Program Grant Agreement with Blossoms - 242 Main Street, Glencoe

17.7 By-law 2025/045 Being a by-law to authorize a Community Improvement Plan Program Grant Agreement with Lilac Lane Floral Design Ltd. - 231 Main Street, Glencoe

- 17.8 By-law 2025/046 Being a by-law to authorize a Community Improvement Plan Program Grant Agreement with VDUB HUB - 1776 Longwoods Road, Wardsville
- 17.9 By-law 2025/047 Being a by-law for the collection of costs of repairs and maintenance of 2024 municipal drainage works
- 17.10 By-law 2025/048 Being a by-law to confirm the proceedings of Council on April 9, 2025

18. FUTURE MEETINGS (subject to change)

Wednesday April 23, 2025 at 6:00 p.m. - Regular Meeting of Council

Wednesday May 7, 2025 at 1:30 p.m. - Regular Meeting of Council

19. ADJOURNMENT

The Mayor adjourned the Regular Meeting of Council at 3:46 p.m.