



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, May 7, 2025, 1:30 PM

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

Council Absent: Councillor Joel Haggith;

Staff Present: Amanda Gubbels, CAO
Gary Johnston, Fire Chief
Sara Donais, Acting Treasurer

Meeting can be viewed at:

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

1. CALL TO ORDER

Mayor Mayhew called the meeting to order at 1:35 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

3. CONFIRMATION OF THE AGENDA

2025-146

Moved by Councillor Martin Vink

Seconded by Councillor Don McCallum

That the following items be added to the Meeting Agenda

- Item 17.5 By-law 2025/061 Declare Land Surplus;
- Item 12.3 Councillor Vink - Missing Street Light in Wardsville

And that the Regular Agenda of Council dated May 7, 2025 be accepted as amended.

Carried

4. DELEGATIONS AND PRESENTATIONS - None

5. CONSENT AGENDA

2025-147

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.3, as set out on the Consent Agenda for the May 7, 2025 Regular Meeting of Council, for information;

And that Council approve the minutes of the April 23, 2025 Regular Council Meeting.

Carried

5.1 Draft Minutes of the April 23, 2025 Regular Meeting of Council

5.2 Voucher Report - April 2025 (FIN-2025-13)

5.3 Middlesex County Council Meeting Highlights - April 22, 2025

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

**8.1.1 Emergency Shelter License Agreement with Glencoe Agricultural Society
(CAO-2025-30)**

2025-148

Moved by Councillor Don McCallum

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated May 7, 2025 prepared by the Chief Administrative Officer titled Emergency Shelter License Agreement with Glencoe Agricultural Society (CAO-2025-30) for information;

And that Council approve the Emergency Shelter License Agreement between the Municipality of Southwest Middlesex and the Glencoe Agricultural Society, as presented, and authorize the Mayor and Clerk to execute the agreement on behalf of the municipality.

Carried

8.2 Clerk

8.2.1 Council Composition Notice Requirements (CLE-2025-06)

2025-149

Moved by Councillor Mark McGill

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated May 7, 2025 prepared by the Manager of Legislative Services/Clerk titled Council Composition Notice (CLE-2025-06) for information;

And that Council direct staff to proceed with a public meeting at a future evening Regular Council Meeting, in accordance with the notice by-law.

Carried

8.3 Finance

8.3.1 Sewer Relief (FIN-2025-14)

2025-150

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated May 7, 2025 prepared by the Acting Treasurer titled Sewer Relief (FIN-2025-14) for information;

And that Council approves the reimbursement of sewer fees totalling \$652.68 for customer #3103093000.

Carried

8.4 Public Works

8.4.1 Construction of Sidewalks Tender Results (PUB-2025-10)

2025-151

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated May 7, 2025 prepared by the Manager of Public Works titled Construction of Sidewalks Tender Results (PUB-2025-10) for information;

And that Council direct staff to award the Construction of Sidewalks Tender to the bid submission received from Fiorino Concrete Ltd. in the amount of \$ 82,390.00 (excluding HST);

And that the Mayor and Clerk be authorized to execute any necessary documents.

Carried

8.5 Community Services and Facilities - None

8.6 Fire

8.6.1 Updated Emergency Response Plan (FIR-2025-03)

2025-152

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Majorie Emery

That the Council of Municipality of Southwest Middlesex receive the report dated May 7, 2025, prepared by the Fire Chief titled, Updated Emergency Response Plan (FIR-2025-03) for information;

And that Council endorse and approve By-law 2025/057 - Updated Emergency Response Plan (ERP) (public document).

Carried

8.6.2 Updated Newbury Fire Protection Agreement (FIR-2025-04)

2025-153

Moved by Councillor Ed Myers

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated May 7, 2025, prepared by the Fire Chief titled Updated Newbury Fire Protection Agreement (FIR-2025-04), for information;
And that Council endorse and approve By-law 2025/058 and agreement with the Village of Newbury.

Carried

8.7 Building - None

8.8 Planning - None

9. NOTICE OF MOTION - None

10. CORRESPONDENCE AND PETITIONS - None

11. UNFINISHED BUSINESS

12. NEW BUSINESS

12.1 Appointment of Council Member for the Hiring Committee

2025-154

Moved by Councillor Mark McGill

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex appoint Councillor Haggith to sit on the hiring committee of the Manager of Finance/Treasurer.

Carried

12.2 Statement from the Mayor of Southwest Middlesex on Strong Mayor Powers

2025-155

Moved by Councillor Don McCallum

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the Statement from the Mayor of Southwest Middlesex on Strong Mayor Powers for information.

Carried

12.3 Wardsville Hydro Light Out

Councillor Vink brought forward a concern regarding a streetlight that is missing in Wardsville. At a future meeting, the Public Works Manager will provide Council with a price for replacement.

13. COUNTY COUNCIL AND CONFERENCE UPDATE

14. ANNOUNCEMENTS

Councillor McGill - Tickets are available for the Glencoe Presbyterian Church Pork BBQ Drive-thru Dinner on Saturday May 31, 2025.

15. CLOSED SESSION - None

16. BUSINESS ARISING FROM CLOSED SESSION - None

17. BY-LAWS

2025-156

Moved by Councillor Don McCallum

Seconded by Councillor Mark McGill

That By-laws 2025/057 to 2025/062, as listed, be read a first, second, third and final time.

Carried

17.1 By-law 2025/057 Emergency Response Plan

17.2 By-law 2025/058 Newbury Fire Protection Agreement

17.3 By-law 2025/059 Stop Up and Close Lane Adjacent to 157 Main Street

17.4 By-law 2025/060 Adopt Budgetary Estimates for 2025 - Tax Rates

17.5 By-law 2025/061 Declare Land Surplus

17.6 By-law 2025/062 Confirm the proceedings of Council

18. FUTURE MEETINGS (subject to change)

19. ADJOURNMENT

2025-157

Moved by Councillor Mark McGill

Seconded by Councillor Martin Vink

That the Regular Meeting of Council be adjourned at 2:33 p.m.

Carried