



Municipality of Southwest Middlesex
Regular Council Meeting
Minutes

Wednesday, December 3, 2025, 1:30 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
Denice Williamson, Treasurer
Mauro Castrilli, Public Works Manager;
Kevin Miller, Manager of Community Services & Facilities
Erin Besch, Planner (virtually)
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

2025-326

Moved by Councillor Don McCallum

Seconded by Councillor Mark McGill

That the Regular Agenda of Council dated December 3, 2025 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS

- 4.1 Mel Moniz, John D MacTavish and Richard Crum - "Sundays at the Station" Status Report

2025-327

Moved by Councillor Martin Vink

Seconded by Councillor Majorie Emery

That the Council of the Municipality of Southwest Middlesex receive the delegation on December 3, 2025 from Mel Moniz and Richard Crum regarding "Sundays at the Station" Status Report, for information.

Carried

5. CONSENT AGENDA

2025-328

Moved by Councillor Don McCallum

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.8, as set out on the Consent Agenda for the December 3, 2025 Regular Meeting of Council, for information, with the exception of Item 5.5 Town of Kingston resolution regarding Opposition to Proposed Consolidation of Conservation Authorities and Item 5.6 Municipality of Calvin resolution regarding Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario, which shall be addressed separately;

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

Carried

- 5.1 Draft Regular Meeting of Council Minutes - November 19, 2025

- 5.2 Draft Special Meeting of Council Minutes - November 20, 2025
- 5.3 Middlesex County Council Meeting Highlights - November 25, 2025
- 5.4 Watson & Associates Economists Limited - Summary of the Proposed Water and Wastewater Public Corporations Act, 2025 (W.W.P.C.A)
- 5.5 Town of Kingston resolution regarding Opposition to Proposed Consolidation of Conservation Authorities

2025-329

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the Town of Kingston resolution of support regarding Opposition to Proposed Consolidation of Conservation Authorities for information;

And that Council direct staff to send a letter of support.

Carried

- 5.6 Municipality of Calvin resolution regarding Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

2025-330

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the Municipality of Calvin resolution of support regarding Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario for information;

And that Council direct staff to send a letter of support.

Carried

- 5.7 Melissa Kittmer, Assistant Deputy Minister, Strategic Policy Division, Minister of the Solicitor General - Update to Ontario Regulation 416/23: Oaths and Affirmations under the Community Safety and Policing Act, 2019 (CSPA)

- 5.8 Honourable Robert Flack, Minister of Municipal Affairs and Housing - Changes to the Planning Act through the Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)

6. COMMITTEE OF ADJUSTMENT

2025-331

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex enter into the Committee of Adjustment at 1:49 p.m.

Carried

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 Refreshment Vehicle Agreement - Renewal and Term Extension (Tountas) (CAO-2025-60)

2025-332

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025 prepared by the Chief Administrative Officer, titled "Refreshment Vehicle Agreement – Renewal and Term Extension (Tountas)" (CAO-2025-60), for information;

And that Council approve the amended agreement with Mr. Tountas for the continued operation of a refreshment vehicle at the Glencoe Train Station parking lot;

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

Carried

8.1.2 Finalization of Limerick Landfill Operational and Monitoring Cost Sharing Agreement (CAO-2025-61)

2025-333

Moved by Councillor Mark McGill

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025, prepared by the Chief Administrative Officer, titled Finalization of Limerick Landfill Operational and Monitoring Cost Sharing Agreement (CAO-2025-61) for information;

And that Council approves by-law 2025/103 to authorize the Municipality of Southwest Middlesex to enter into the Limerick Landfill Operational and Monitoring Cost Sharing Agreement with the Municipality of Chatham-Kent and the Village of Newbury.

Carried

8.1.3 Status of Council Resolutions - Year End Update (CAO-2025-62)

2025-334

Moved by Councillor Majorie Emery

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025, prepared by the Chief Administrative Officer, titled Status of Council Resolutions – Year-End Update (CAO-2025-62), for information.

Carried

8.1.4 Request to Province - Strong Mayor Powers Applicability / Legislative Amendment (CAO-2025-63)

2025-335

Moved by Councillor Joel Haggith

Seconded by Deputy Mayor Mike Sholdice

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025 prepared by the Chief Administrative

Officer, titled Request to Province – Strong Mayor Powers Applicability / Legislative Amendment (CAO-2025-63), for information;

Whereas Council has voted to reduce the size of Council for the Municipality of Southwest Middlesex from the current eight (8) members to five (5) members, consisting of the Mayor, Deputy Mayor, and one councillor per ward, effective for the 2026 Municipal Election;

And Whereas one of the key elements of Council’s rationale for restructuring its governance model was the desire to operate without the application of strong-mayor powers and maintain a collaborative governance approach;

And Whereas Southwest Middlesex is currently designated under Ontario Regulation 530/22 (Strong Mayor Powers – Municipalities), while the Province has also linked the application of strong-mayor powers to municipalities with more than five members, creating uncertainty as to whether the Municipality will remain designated following the reduction in Council size;

Now Therefore That Council direct staff to seek formal clarification from the Ministry of Municipal Affairs and Housing (MMAH) regarding whether strong-mayor powers will continue to apply to Southwest Middlesex following the implementation of the five-member Council;

And That, regardless of the clarification received, Council request that the Ministry amend Ontario Regulation 530/22 to remove the Municipality of Southwest Middlesex from the list of designated strong-mayor municipalities to ensure that the Municipality’s governance structure aligns with Council’s intended collaborative framework;

And That staff be directed to submit this request and a supporting Council resolution to MMAH.

Carried

8.1.5 Updated 2026 Budget Timeline and Process in Response to Financial Review Findings (CAO-2025-64)

2025-336

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025, prepared by the Chief Administrative Officer, titled Updated 2026 Budget Timeline and Process in Response to Financial Review Findings (CAO-2025-64), for information;

And that Council acknowledge the revised budget meeting schedule and legislative timelines outlined herein, which continue to comply with O. Reg. 530/22 and the Strong Mayor framework.

Carried

8.2 Clerk

8.2.1 Review of Policies for 2026 Election (CLE-2025-14)

2025-337

Moved by Councillor Ed Myers

Seconded by Councillor Majorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025 prepared by the Manager of Legislative Services/Clerk titled Review of Policies for 2026 Elections (CLE-2025-14) for information;

And that Council amend the 'Use of Corporate Resource Policy' to include provisions related to campaign activities located on municipal property.

Carried

8.3 Finance - None

8.4 Public Works

8.4.1 Recycling Services for Non-Eligible (IC&I) Sources – 2026 Blue Box Transition (PUB-2025-17)

2025-338

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Majorie Emery

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025, prepared by the Manager of Public

Works titled Recycling Services for Non-Eligible (IC&I) Sources – 2026 Blue Box Transition (PUB-2025-17) for information;

And that Council direct staff to review and propose a Change in Scope to the Curbside Collection of Solid Waste and Recyclables Agreement with Waste Management of Canada Corporation, to enable the provision of Recycling Services to Non-Eligible Sources for the period of January 1, 2026, to December 31, 2026;

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

Carried

8.5 Community Services and Facilities

8.5.1 Update on Facility Rentals (CSF-2025-10)

2025-339

Moved by Councillor Joel Haggith

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated December 3, 2025, prepared by the Manager of Community Services and Facilities titled Update on Facility Rentals (CSF-2025-10), for information.

Carried

8.6 Fire - None

8.7 Building - None

8.8 Planning - None

9. NOTICE OF MOTION - None

10. CORRESPONDENCE AND PETITIONS

10.1 Resident Petition delivered at the November 19, 2025 Public Meeting for the Phase 3 Development on South Street, Glencoe - Subdivision Application 39T-SM2502

2025-340

Moved by Councillor Majorie Emery

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the petition delivered at the November 19, 2025 Public Meeting for the Phase 3 Development on South Street, Glencoe - Subdivision Application 39T-SM2502 for information.

Carried

- 11. **UNFINISHED BUSINESS - None**
- 12. **NEW BUSINESS - None**
- 13. **COUNTY COUNCIL AND CONFERENCE UPDATE - None**
- 14. **ANNOUNCEMENTS - None**
- 15. **CLOSED SESSION**

2025-341

Moved by Councillor Don McCallum

Seconded by Councillor Majorie Emery

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 3:06 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 Closed Meeting Minutes - November 19, 2025
- 15.2 Closed Item - Section 239(2)(f) - advice that is subject to solicitor-client privilege, including communications necessary for the purpose
- 15.3 Closed Item - Section 239(2)(c) - a proposed or pending acquisition or disposition of land by the municipality or local board
- 15.4 Closed Item - Section 239(2)(h) - information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them.

16. BUSINESS ARISING FROM CLOSED SESSION

2025-342

Moved by Deputy Mayor Mike Sholdice

Seconded by Mayor Allan Mayhew

That the Council of the Municipality of Southwest Middlesex rise from Closed Session and reconvene to the Regular Meeting of Council at 3:37 p.m.;

And that in open session Council receive the report related to Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for the purpose) for information;

And that Council receive the report related to Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board for information and provided direction to staff on next steps;

And that Council received a verbal report regarding (Section 239(2)(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them, for information.

Carried

17. BY-LAWS

2025-343

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of Southwest Middlesex adopt by-laws 2025/102 to 2025/107, listed below as read.

Carried

- 17.1 By-law 2025/102 Being a by-law to authorize an agreement for the operation of a refreshment vehicle in the Glencoe Train Station parking lot
- 17.2 By-law 2025/103 Being a by-law to authorize the signing of a cost sharing agreement concerning the Limerick Landfill
- 17.3 By-law 2025/104 Being a by-law to establish user fees and charges for 2026

- 17.4 By-law 2025/105 Being a by-law to adopt a Capital Financing and Debt Management Policy
- 17.5 By-law 2025/106 Being a by-law to authorize the signing of an administrative services agreement with The Community Schools Alliance
- 17.6 By-law 2025/107 Being a by-law to confirm the proceedings of Council on December 3, 2025

18. FUTURE MEETINGS (subject to change)

Special Meeting of Council - December 10, 2025 at 9:30 a.m.

Regular Meeting of Council - December 17, 2025 at 1:30 p.m.

19. ADJOURNMENT

2025-344

Moved by Councillor Majorie Emery

Seconded by Councillor Martin Vink

That the Regular Meeting of Council be adjourned at 3:40 p.m.

Carried