



Municipality of Southwest Middlesex

Regular Council Meeting

Minutes

Wednesday, March 4, 2026, 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
Gary Johnston, Fire Chief
Colleen Kelly, Clerk
Shannon Black, Deputy Clerk

Due to technical difficulties, we were unable to record this meeting.

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

2026-061

Moved by Councillor Majorie Emery

Seconded by Councillor Martin Vink

That the Regular Agenda of Council dated March 4, 2026 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS

4.1 Joe Daly, Senior Operations Manager - Midwest Region, Ontario Clean Water Agency (OCWA) - 2025 Annual Water Report

2026-062

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the delegation on March 4, 2026 from Joe Daly, Senior Operations Manager - Midwest Region from the Ontario Clean Water Agency for information.

Carried

5. CONSENT AGENDA

2026-063

Moved by Councillor Joel Haggith

Seconded by Councillor Don McCallum

That the Council of the Municipality of Southwest Middlesex receive Items 5.1. to 5.12, as set out on the Consent Agenda for the March 4, 2026 Regular Meeting of Council, for information, with the exception of Item 5.4 Building Division Fourth Quarter and 2025 Year End Report (CBO-2026-01), which will be dealt with separately;

And that Council approve the minutes of the February 11, 2026 Special Budget Meeting, as amended, and the February 18, 2026 Regular Council Meeting.

Carried

5.1 Draft Special Budget Council Meeting Minutes - February 11, 2026

5.2 Draft Regular Council Meeting Minutes - February 18, 2026

5.3 Draft Economic Development Committee Meeting Minutes - February 12, 2026

5.4 Building Division Fourth Quarter and 2025 Year End Report (CBO-2026-01)

2026-064

Moved by Councillor Martin Vink

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026 prepared by the Chief Building Official titled Building Division Fourth Quarter and 2025 Year End Report (CBO-2026-01) for information.

Carried

5.5 Middlesex London Health Unit Board of Health Meeting Summary - February 19, 2026

5.6 Middlesex-London Paramedic Services Authority Board Meeting Highlights - February 17, 2026

5.7 Northumberland County's resolution of support regarding the Township of Edwardsburg Cardinal - Ontario Community Infrastructure Fund (OCIF)

5.8 Township of Harley resolution of support regarding the Township of Southgate - Ontario Municipal Employees Retirement System (OMERS) Pension Fund - Bill 68

5.9 Township of Puslinch resolution of support for the Municipality of Magnetawan regarding Invest Ready Certified Site Designation

5.10 Municipality of St. Charles resolution of support regarding the Township of Hornepayne small northern new residential property tax class

5.11 Municipality of Wawa resolution of support regarding LifeLabs Closure

5.12 City of Sarnia resolution of support regarding Mayoral Authority and Municipal Police Budget Sustainability

6. COMMITTEE OF ADJUSTMENT - None

7. PUBLIC MEETINGS - None

8. STAFF REPORTS

8.1 Chief Administrative Officer

8.1.1 River Drive Closure - Surplus Declaration and Boundary Adjustment Agreements (CAO-2026-07)

2026-065

Moved by Councillor Ed Myers

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Chief Administrative Officer, titled River Drive Closure -Surplus Declaration and Boundary Adjustment Agreements (CAO-2026-07) for information;

And that Council declare that portion of the road allowance known as River Drive and legally described as Parts 1 through 4 on Plan 33R21823, being part of PIN 08558-0016 (LT) as surplus to the needs of the Municipality;

And that Council direct Staff to negotiate an Agreement of Purchase and Sale directly with each abutting owner of the surplus road allowance in accordance with the Sale and Disposition of Land Policy;

And that Council waive the appraisal and notice requirements of the Sale and Disposition of Land Policy;

And further that the negotiated Agreements of Purchase and Sale be brought to Council at a future date for consideration and approval through by-law.

Carried

8.1.2 Project 2000 Revitalization - Fundraising Partnership with Glencoe & District Lions Club (CAO-2026-08)

2026-066

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Chief Administrative Officer, titled Project 2000 Revitalization- Fundraising Partnership with the Glencoe & District Lions Club (CAO-2026-08) for information;

And that Council authorize staff to enter into a fundraising partnership agreement with the Glencoe & District Lions Club to support the Project 2000 Revitalization Project;

And that Council authorize staff to execute the necessary agreement and implement administrative procedures to support coordinated fundraising efforts.

Carried

8.2 Clerk - None

8.3 Finance

8.3.1 2026 Proposed Utility Budget (FIN-2026-07)

Council was on break from 1:58 p.m. to 2:02 p.m.

2026-067

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the presentation dated March 4, 2026 prepared by the Treasurer titled 2026 Proposed Utility Budget (FIN-2026-07) for information;

And that Council adopt the 2026 Proposed Utility Budget.

Carried

8.3.2 2025 Council Remuneration Report (FIN-2026-08)

2026-068

Moved by Councillor Mark McGill

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026 prepared by the Manager of Finance/Treasurer titled 2025 Council Remuneration Report (FIN-2026-08) for information.

Carried

8.3.3 Request for Sewer Relief (FIN-2026-09)

2026-069

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026 prepared by the Manager of Finance titled Request for Sewer Relief (FIN-2026-09) for information;

And that Council approves the credit of sewer fees to be applied to customer #6303132201 in the amount of \$2,237.58;

And that Council direct staff to create an internal process to formulize the treatment of future sewer relief adjustments in accordance with appropriate accounting principles and approvals by finance and public works.

Carried

8.3.4 Agent of Record - Employee Group Benefit Plan (FIN-2026-10)

2026-070

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026 prepared by the Manager of Finance titled Agent of Record – Employee Group Benefit Plan (FIN-2026-10) for information;

And that Council direct staff to enter into an agreement with Mosey & Mosey under the Auspices of the Local Authority Service Group Benefits Program (LAS), underwritten by Sun Life Financial.

Carried

8.4 Public Works

8.4.1 2025 Drinking Water System - Summary Report (PUB-2026-02)

2026-071

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Ed Myers

That the Council of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Manager of Public Works, titled 2025 Drinking Water System – Summary Report (PUB-2026-02) for information.

And that the 2025 Southwest Middlesex Distribution System - Annual Water Report be received for information.

Carried

8.4.2 Dust Control Tender Results (PUB-2026-03)

2026-072

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Manager of Public Works, titled Dust Control Tender Results (PUB-2026-03) 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 liter (excluding HST);

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

Carried

8.4.3 Micro Surfacing Tender Results (PUB-2026-04)

2026-073

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Manager of Public Works, titled Micro Surfacing Tender Results (PUB-2026-04) for information;

And that Council award the lowest tender bid submission received from Duncor Enterprises Inc. in the amount of \$ 100,237.50 (excluding HST); And that the Mayor and Clerk be authorized to execute any necessary documents.

Carried

8.4.4 Construction of Sidewalks Tender Results (PUB-2026-05)

2026-074

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Joel Haggith

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, by the Manager of Public Works titled Construction of Sidewalks Tender Results (PUB-2026-05) for information; And that Council direct staff to award the Construction of Sidewalks Tender to the bid submission received from Autoform Contracting London Ltd. in the amount of \$ 93,010.00 (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 Fire Protection Grant 2025-2026 (FIR-2026-02)

2026-075

Moved by Councillor Majorie Emery

Seconded by Councillor Martin Vink

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Fire Chief, titled Fire Protection Grant 2025-2026 (FIR-2026-02) for information; And that Council approve By-law 2026/019, being a by-law to authorize the signing of the Ontario Fire Protection Grant Transfer Payment Agreement.

Carried

8.7 Building - None

8.8 Planning

8.8.1 Comprehensive Zoning By-law Review

2026-076

Moved by Mayor Allan Mayhew

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the report dated March 4, 2026, prepared by the Senior Planner (Policy), titled Comprehensive Zoning By-law Review for information;
And that Council authorize staff to proceed with the comprehensive review process as outlined in this report.

Carried

9. **NOTICE OF MOTION - None**

10. **CORRESPONDENCE AND PETITIONS**

10.1 Correspondence from Andrea Knight - Stop the Spray Canada

2026-077

Moved by Councillor Joel Haggith

Seconded by Councillor Ed Myers

That the Council of the Municipality of Southwest Middlesex receive the correspondence from Andrea Knight regarding a stop the spray resolution for information.

Carried

11. **UNFINISHED BUSINESS - None**

12. **NEW BUSINESS - None**

13. **COUNTY COUNCIL AND CONFERENCE UPDATE - None**

14. **ANNOUNCEMENTS**

2026-078

Moved by Deputy Mayor Mike Sholdice

Seconded by Councillor Mark McGill

That the Council of the Municipality of Southwest Middlesex receive the verbal tribute of respect and condolences for the residents of the Municipality of Tumbler Ridge, British Columbia on March 4, 2026 from Mayor Mayhew;

And that staff be directed to send the tribute to the Municipality of Tumbler Ridge.

Carried

15. CLOSED SESSION

2026-079

Moved by Councillor Ed Myers

Seconded by Councillor Majorie Emery

That the Regular Meeting of Council of the Municipality of Southwest Middlesex be temporarily adjourned at 2:45 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 Call to Order

15.2 Disclosure of Pecuniary Interest

15.3 Draft Closed Meeting Minutes - February 4, 2026

15.4 Closed Item - Section 239(2)(i)

15.5 Closed Item - Section 239(2)(i)

16. BUSINESS ARISING FROM CLOSED SESSION

2026-080

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 4:10 p.m.

There were no disclosures of pecuniary interest.

That Council approved the minutes from the February 4, 2026 closed meeting.

And that during closed session, Council received information related to section 239(2)(i), and that in open session, the Supply of Granular Material tender be awarded to the bid submission received from Johnston Bros. (Bothwell) Limited in the amount of \$22.69 per tonne for granular "M", and \$22.69 for granular "A" (excluding HST); And that the Mayor and Clerk be authorized to execute any necessary documents;

And that during closed session, Council met to discuss a matter related to negotiations and no direction was provided to staff.

Carried

17. BY-LAWS

2026-081

Moved by Mayor Allan Mayhew

Seconded by Councillor Martin Vink

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

Carried

17.1 By-law 2026/019 Being a by-law to authorize the signing of the Ontario Fire Protection Transfer Payment Agreement

17.2 By-law 2026/020 Being a by-law to confirm the proceedings of Council on March 4, 2026

18. FUTURE MEETINGS (subject to change)

Wednesday, March 18, 2026 at 6:00 p.m. - Regular Meeting of Council

Wednesday, April 8, 2026 at 1:30 p.m. - Regular Meeting of Council

Wednesday, April 22, 2026 at 6:00 p.m. - Regular Meeting of Council

19. ADJOURNMENT

2026-082

Moved by Councillor Ed Myers

Seconded by Councillor Joel Haggith

That the Regular Meeting of Council be adjourned at 4:13 p.m.

Carried