



**The Corporation of the Town of Saugeen Shores  
Business Plan Meeting  
November 22, 2023**

The Business Plan Meeting (Day 1) of the Corporation of the Town of Saugeen Shores was held on **November 22, 2023** at 9:00 AM at Council Chambers.

**Present:**

Mayor Luke Charbonneau  
Deputy Mayor Diane Huber  
Vice-Deputy Mayor Mike Myatt  
Councillor John Divinski  
Councillor Cheryl Grace  
Councillor Bud Halpin  
Councillor Dave Myette  
Councillor Rachel Stack

**Staff Members:**

Kara Van Myall, Chief Administrative Officer  
Dawn Mittelholtz, Manager, Legislative Services / Clerk  
Jim Bundschuh, Director, Corporate Services  
Mark Paoli, Director, Development Services  
Kristan Shrider, Director, Community Services  
Matt Prentice, Director, Operations  
Kevin Zettel, Police Chief  
Janice Stubbs, Manager, Human Resources  
Jill Roote, Manager, Strategic Initiatives  
Daniel Waechter, Manager, Finance / CFO  
Darren Hill, Manager, Information Technology  
Frank Burrows, Manager, Parks  
Josh Planz, Manager, Building / CBO  
Larry Gill, Manager, Operations  
Lisa Billing, Manager, Recreation  
Peter Knechtel, Manager, Public Works  
Ruhul Amin, Manager, Engineering  
Jay Pausner, Manager, Planning and Development  
Sarah Wilson, Deputy Clerk  
Morgan McCulloch, Licensing and Records Clerk

**Absent:**

Councillor Justin Duhaime

1. Call to Order

Mayor L. Charbonneau called the meeting to order at 9:00 a.m.

2. Land Acknowledgement

Mayor L. Charbonneau read the land acknowledgement.

3. Disclosure of Pecuniary Interest and Nature

Councillor C. Grace declared a pecuniary interest in Item 5.6. The discussion of this item occurred on November 29, 2024 (Day 2) of the budget deliberations.

4. Adoption of Minutes

5. Budget Overview

5.1. Introduction

The CAO regarding the proposed 2024 Business Plan. The Director of Corporate Services and the Director of Development Services provided an overview of Operating, Capital, and Reserves.

5.2. Office of the Chief Administrative Officer

CAO provided an overview of the Office of CAO 2024 Business Plan.

5.3. Community Services

Director of Community Services provided an overview of the Community Services 2024 Business Plan.

5.4. Operations

Director of Community Services provided an overview of the Operations 2024 Business Plan.

5.5. Fire Services

This section will be discussed on November 29, 2023, as Day 2 of the budget deliberations.

5.6. Development Services

This section will be discussed on November 29, 2023, as Day 2 of the budget deliberations.

5.7. Corporate Services

This section will be discussed on November 29, 2023, as Day 2 of the budget deliberations.

5.8. Police Services

This section will be discussed on November 29, 2023, as Day 2 of the budget deliberations.

5.9. Conclusion

This section will be discussed on November 29, 2023, as Day 2 of the budget deliberations.

5.10. Addendum #1

Council was provided Addendum #1 which contained Citizen Survey Feedback, Requested Proposed Fees and Charges, Requested AWC Operating Forecast Clarification, and Requested Overview of Donations Received.

6. Adjournment

The meeting adjourned at 4:07 p.m.

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Luke Charbonneau, Mayor

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Dawn Mittelholtz, Clerk