



**The Corporation of the Town of Saugeen Shores  
Regular Council Meeting Minutes**

**Monday, December 16, 2024, 6:30 p.m.  
Nuclear Innovation Institute  
620 Tomlinson Drive, Port Elgin, Ontario**

Present: Luke Charbonneau, Mayor  
Diane Huber, Deputy Mayor  
Mike Myatt, Vice Deputy Mayor  
Dave Myette, Councillor  
Justin Duhaime, Councillor (Arrived at 8:25 pm)  
John Divinski, Councillor  
Cheryl Grace, Councillor  
Bud Halpin, Councillor  
Rachel Stack, Councillor

Staff Members: Kara Van Myall, Chief Administrative Officer  
Mark Paoli, Director, Development Services  
Morgan McCulloch, Licensing and Records Clerk  
Jay Pausner, Manager, Planning and Development  
Candace Hamm, Development Services Officer  
Kristen Sears, Planning Policy Coordinator  
Sarah Bonderud, Deputy Clerk  
Coreena Smith, Senior Development Planner  
Jake Bousfield-Bastedo, Intermediate Planner

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**1. Call To Order**

Mayor L. Charbonneau called the meeting to order at 6:30 p.m.

**2. Land Acknowledgement**

Mayor L. Charbonneau read the land acknowledgement.

**3. Disclosure of Pecuniary Interest and Nature**

Mayor L. Charbonneau declared a pecuniary interest on item 10.2 Zoning By-law Amendment Z-2023-056 stating he is a shareholder in a company that owns land within the statutory distribution area for the application.

**4. Additions, Deletions, Amendments**

By consent of Council, item 7, Closed to Public was moved to follow item 10, Report of Municipal Officers/ Committees.

By consent of Council, item 10.1, Zoning By-law Amendment Z-2024-025 was moved to follow item 10.2, Zoning By-law Amendment Z-2023-056.

- 5. **Adoption of Minutes**
- 6. **Public Meeting**
- 7. **Closed to Public**

It is recommended to enter a Closed to Public Session to discuss personal matters about identifiable individuals in relation to the Cenotaph ad hoc Committee Appointments.

**Resolution Number: 316-2024**

Moved by: D. Huber  
Seconded by: R. Stack

That Council move into a Closed to Public Session in accordance with the Municipal Act, 2001, Section 239 (2):

(b) personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

- 7.1 **Disclosure of Pecuniary Interest and Nature**
- 7.2 **Adoption of Closed to Public Meeting Minutes**
- 7.3 **Closed to Public Staff Reports**
  - 7.3.1 **Cenotaph ad hoc Committee Appointments**

8. **Business Arising from Closed to Public**

Mayor L. Charbonneau reported that Council provided direction on personal matters about identifiable individuals in relation to the Cenotaph ad hoc Committee Appointments.

The list of Committee Appointments are:

Public Members: Connie Barker, Harry Mazmanian, Mike Smith, and John Willetts

Council Members: Diane Huber (Chair), John Divinski, and Cheryl Grace

**Resolution Number: 317-2024**

Moved by: M. Myatt  
Seconded by: J. Divinski

That Council appoint Cenotaph ad hoc Committee Members as recommended by the Striking Committee.

**CARRIED**

8.1 **Resume Regular Council Meeting**

**Resolution Number: 318-2024**

Moved by: R. Stack  
Seconded by: B. Halpin

That Council arise from the Closed to Public Session and resume the Regular Council Meeting.

**CARRIED**

- 9. **Report of Committee of the Whole**
- 10. **Report of Municipal Officers / Committees**
  - 10.1 **Zoning By-law Amendment Z-2024-025 (Saugeen Shores)**

Council received a Planning Report regarding an application to consider amendments to the Town of Saugeen Shores Zoning By-law.

Council discussed the amendments, and it was suggested to remove sections in the By-law that reference electric vehicle parking and defer them to a future meeting for discussion.

**Resolution Number: 319-2024**

Moved by: D. Huber  
Seconded by: D. Myette

That section 3.24.14 "Electric Vehicle Parking" and the definitions of "Designed Electric Vehicle Parking" and "Level 2 Charging Device" in Section 2 are removed and deferred to a future meeting.

**CARRIED**

**Resolution Number: 320-2024**

Moved by: M. Myatt  
Seconded by: D. Myette

That Council approve the second phase of Zoning By-law Amendment Z-2024-025 (Saugeen Shores) and By-law 100-2024; and

That Council resolve that no further notice is necessary with respect to the minor changes in the proposed Zoning By-law Amendment in accordance with the provisions of Section 34(17) of the *Planning Act*.

**CARRIED, AS AMENDED**

**10.2 Zoning By-law Amendment Z-2023-056 (Carson)**

Council received a Planning report regarding a Zoning By-law Amendment application to re-zone a portion of 5331 Bruce Road 3 from Agricultural (A) and Institutional (I) to Agricultural Commercial Special with Holding (AC2-2-H), Agricultural with Holding (A-H1) and Open Space Special (OS-9) to permit a concrete manufacturing and pre-cast concrete facility and a polyvinyl chloride (PVC) injection and extrusion manufacturing facility, with outdoor storage, parking and a stormwater management pond.

The application would facilitate a partial relocation and expansion of Carson's Supply, a commercial business located in Port Elgin. The applicant is 2128080 Ontario Inc.

Mayor L. Charbonneau having declared a pecuniary interest did not take part in this discussion or subsequent voting.

Prior to the meeting, an email and letter were circulated to Council. The documents are attached to the Minutes.

**Resolution Number: 321-2024**

Moved by: B. Halpin  
Seconded by: D. Myette

That Council approve Zoning By-law Amendment - Z-2023-056 (Carson) and By-law 101-2024; and

That Council resolve that no further notice is necessary with respect to the minor changes in the proposed Zoning By-law Amendment in accordance with the provisions of Section 34(17) of the *Planning Act*.

**CARRIED**

**10.3 Comments on New Bruce County Official Plan**

Council received a report regarding a proposed new County of Bruce Official Plan. The comments made during the meeting are to be forwarded to the County of Bruce for consideration before a final Plan is brought to County Council for approval.

Discussions were held regarding Ground Water Recharge Areas the impact on development in Saugeen Shores. It was suggested to request the County to present a delegation regarding the Schedule F: Water Resource System map and have Town Staff make comments on the impact to the Town.

**Resolution Number: 322-2024**

Moved by: D. Huber  
Seconded by: C. Grace

That the Town of Saugeen Shores requests that the County Official Plan address concerns with the potential for significant ground water recharge areas to restrict future development in the settlement area which is fully serviced and does rely on groundwater for municipal water supplies.

**CARRIED**

**Resolution Number: 323-2024**

Moved by: C. Grace  
Seconded by: D. Huber

That Council endorse the comments, as amended, in this report and forward them to the County of Bruce for consideration in finalizing the new County Official Plan.

**CARRIED, AS AMENDED**

**10.4 County Planning Services Agreement**

Council received a report regarding updating the Town’s Services Agreement with County of Bruce Planning Services which was a Division Highlight in the 2024 Business Plan. The proposed Agreement outlines the roles and responsibilities of the County and the Town for land use planning services and provides guidance on administrative support, technical and GIS services and appeals to the Ontario Land Tribunal.

**Resolution Number: 324-2024**

Moved by: R. Stack  
Seconded by: C. Grace

That Council adopt By-law 102-2024, a By-law to authorize the entering into a Services Agreement with the County of Bruce for the provision of land use planning services.

**CARRIED**

**10.5 Urban Tree Canopy Plan**

Council received a report which summarized the main comments received on the Urban Tree Canopy Plan Discussion Paper and how they were incorporated into the Plan.

A discussion was held regarding approval of the Urban Tree Canopy Plan, and it was suggested to approve the Plan, in principle.

**Resolution Number: 325-2024**

Moved by: M. Myatt  
Seconded by: C. Grace

That Council approve the Urban Tree Canopy Plan, in principle.

**CARRIED, AS AMENDED**

**10.6 Assumption of Stormwater Works – Summerside**

Council received a report regarding the Town assuming maintenance responsibilities for all works intended to be operated by the Town. The stormwater pond has now reached its development design capacity and the Town may commence assumption of it.

**Resolution Number: 326-2024**

Moved by: D. Huber

Seconded by: R. Stack

That Council adopt By-law 103-2024, a By-law to authorize assumption of the stormwater associated with the Summerside subdivision.

**CARRIED**

**10.7 Northport Meadows Phase 2B Pre-Servicing Agreement**

Barry's Construction and Insulation Ltd. has requested a pre-servicing agreement with the Town to allow for the installation of the necessary services for the development prior to registration of Phase 2B of the Northport Meadows Subdivision.

**Resolution Number: 327-2024**

Moved by: D. Myette

Seconded by: J. Divinski

That Council adopt By-law 104-2024, a By-law to authorize a Pre-Servicing Agreement with Barry's Construction and Insulation Ltd. for the Northport Meadows Subdivision Phase 2B.

**CARRIED**

**10.8 Cenotaph ad hoc Committee Mandate**

**Resolution Number: 328-2024**

Moved by: D. Huber

Seconded by: C. Grace

That Council adopt the Cenotaph ad hoc Committee Mandate, as presented.

**CARRIED**

**11. Motions and Notice of Motions**

**12. By-laws**

**12.1 100-2024 - Amend Zoning By-law (Housekeeping), As Amended**

**12.2 101-2024 - Amend Zoning By-law (Carson)**

**12.3 102-2024 - Authorize Planning Services Agreement (County of Bruce)**

**12.4 103-2024 - Authorize Assumption of Stormwater Works (Summerside)**

**12.5 104-2024 - Authorize Pre-Servicing Agreement (Northport Meadows)**

**Resolution Number: 329-2024**

Moved by: B. Halpin  
Seconded by: R. Stack

That By-laws 100-2024, 102-2024, 103-2024 and 104-2024 are hereby read a first, second, and third time and finally passed and sealed this 16th day of December, 2024.

**CARRIED**

**Resolution Number: 330-2024**

Moved by: D. Myette  
Seconded by: B. Halpin

That By-laws 101-2024, 1 is hereby read a first, second, and third time and finally passed and sealed this 16th day of December, 2024.

**CARRIED**

**13. Confirmatory By-law**

**Resolution Number: 331-2024**

Moved by: R. Stack  
Seconded by: J. Divinski

That By-law 105-2024 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read a first, second, and third time and finally passed and sealed this 16th day of December, 2024.

**CARRIED**

**14. Adjournment**

**Resolution Number: 332-2024**

Moved by: D. Huber  
Seconded by: D. Myette

That this Regular Council meeting of December 16, 2024 hereby adjourns at 9:11 p.m.

**CARRIED**

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Luke Charbonneau, MAYOR

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Dawn Mittelholtz, CLERK