



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

**Monday, January 27, 2025, 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, arrived at 6:38 p.m.
Justin Duhaime, Councillor
John Divinski, Councillor
Cheryl Grace, Councillor
Bud Halpin, Councillor
Rachel Stack, Councillor

Staff Members: Kara Van Myall, Chief Administrative Officer
Dawn Mittelholtz, Clerk
Tammy Grove, Municipal Solicitor
Jim Bundschuh, Director, Corporate Services
Mark Paoli, Director, Development Services
Kristan Shrider, Director, Community Services
Jill Roote, Manager, Strategic Initiatives
Morgan McCulloch, Licensing and Records Clerk
Josh Planz, Chief Building Official
Ruhul Amin, Manager, Engineering Services

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

No pecuniary interests were declared.

4. Additions, Deletions, Amendments

None.

5. Adoption of Minutes

5.1 Regular Council Minutes - January 6 and January 13, 2025

Resolution Number: 023-2025

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

That Council adopt the minutes of the Regular Council Meeting of January 6 and January 13, 2025, as amended.

CARRIED, AS AMENDED

- 6. **Public Meeting**
- 7. **Open Forum**
- 8. **Delegations**
- 9. **Report of Municipal Officers / Committees**

9.1 Property Tax Assessment Errors Response

Council received a report in response to a delegation at the January 6, 2025 Council Meeting on assessment roll errors made by Municipal Property Assessment Corporation (MPAC). The Municipal Act limits the municipality's ability to cancel or refund property taxes more than two years prior to an application being made.

Council decided to authorize staff to refund for MPAC palpable errors that are more than two (2) years prior to a resident's Section 358 application for applications that would be less than \$1,000. Above \$1,000, the appropriate mechanism remains for the property owner to seek further relief through an application to the Assessment Review Board.

Resolution Number: 024-2025

Moved by: D. Huber
Seconded by: J. Divinski

That Council direct staff to issue reimbursements for MPAC palpable errors that are more than two (2) years prior to a resident's Section 358 application for applications that would be less than \$1000.

CARRIED

9.2 Proposed New Sign By-law

Council received a report regarding the current Saugeen Shores Sign By-law that was passed in 2015 and amended in 2017. A new draft Sign By-law was presented for Council's information and discussion.

Council provided feedback regarding the proposed New Sign By-law that the Town will incorporate for consideration at a later meeting. The Town is to review the current trends for Minor Variances at Committee of Adjustment meetings and report back to Council. There were sections of the current by-law that were continued in the draft by-law but would be reviewed to determine if they are still applicable. There was discussion regarding the grandfathering of existing signs and requesting clarification. There was also an emphasis on ensuring that the by-law and its provisions are enforceable on a Municipal level.

Resolution Number: 025-2025

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

That Council direct the Proposed New Sign By-law be brought back to a future meeting incorporating feedback provided by Council.

CARRIED

- 10. **Consent Agenda**

10.1 The Town of Saugeen Shores Brand Refresh

Council received a report regarding the Town of Saugeen Shores historically lacking a comprehensive brand narrative and brand guide and relying solely on a visual identity (logo). Two community engagement workshops were conducted to gather input on developing a comprehensive brand narrative for Saugeen Shores. The report presented the resulting brand narrative and the accompanying brand guide that outlined its execution.

Council provided feedback regarding the proposed Brand Refresh. There were concerns regarding changes to the logo and it was determined that there would be a subsequent report back to Council for discussion and endorsement.

Resolution Number: 026-2025

Moved by: M. Myatt

Seconded by: C. Grace

That Council receive the Town of Saugeen Shores Brand Refresh report for information.

CARRIED

10.2 Shipley Avenue Area Culverts Inspections

Council received a Staff Report regarding the Town's Public Works and Engineering Divisions inspecting Shipley Avenue's major drainage culverts and outlets 22, 23 and 24 on October 24, 2024. The report highlighted the current conditions and issues observed and noted the future needs of these assets. The review was requested during the Council's discussions on the updated Town Master Drainage Plan for 2024.

It was suggested by Council that a guard railing on outlet 22 be moved to high priority instead of the low priority it was set at. The Town is to review this suggestion.

Resolution Number: 027-2025

Moved by: B. Halpin

Seconded by: C. Grace

That Council receive the Shipley Avenue Area Culverts Inspections report for information.

CARRIED

10.3 Energy Conservation and Demand Management Plan Approval

Council received a report regarding the draft Energy Conservation and Demand Management Plan that was presented to Council during the December 9, 2024 Committee of the Whole meeting. Minor changes to the formatting and some of the introductory content was updated based on feedback. The action items and overall reduction target remained consistent with the initially proposed draft plan.

Resolution Number: 028-2025

Moved by: B. Halpin

Seconded by: D. Huber

That Council approve the Energy Conservation and Demand Management Plan.

CARRIED

10.4 Municipal Accountability Act, 2024 – Commenting Period

Council received a report regarding Bill 241, the Municipal Accountability Act, 2024, (Bill 241) which had its first reading and is referred to the Standing Committee. A consultation period has been announced and concludes on February 10, 2025. The report highlighted the proposed changes and made some suggestions for amendment. The evolution of the legislation will continue to be monitored and where appropriate, future reports will be brought forward to Council.

Resolution Number: 029-2025

Moved by: D. Huber
Seconded by: J. Divinski

That Council endorse the comments in this report and forward them to the Ministry of Municipal Affairs and Housing for inclusion in the consultation.

CARRIED

10.5 Communications

1. Environmental Ad Hoc Committee Minutes - October 17, 2024
2. Municipal Heritage Committee Minutes - October 23, 2024
3. Special Municipal Heritage Committee Minutes - November 12, 2024
4. Saugeen Shores Police Service Board Minutes – November 20, 2024
5. Saugeen Mobility and Regional Transit Board Minutes - November 15, 2024, November 22, 2024, and December 11, 2024
6. Municipality of Kincardine - Property Taxation Implications Related to Non-Market Valuation of Electricity Industry Properties
7. Municipality of West Grey - Concerns Over the Decision to Discontinue Winter Operations at the Durham Upper Dam Resolution
8. Town of Aylmer - Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning Resolution
9. City of Toronto - Declaring Toronto a Paid-Plasma-Free Zone

Resolution Number: 030-2025

Moved by: M. Myatt
Seconded by: B. Halpin

That the following be received for information:

1. Environmental Ad Hoc Committee Minutes - October 17, 2024
2. Municipal Heritage Committee Minutes - October 23, 2024
3. Special Municipal Heritage Committee Minutes - November 12, 2024
4. Saugeen Shores Police Service Board Minutes – November 20, 2024
5. Saugeen Mobility and Regional Transit Board Minutes - November 15, 2024, November 22, 2024, and December 11, 2024
6. Municipality of Kincardine - Property Taxation Implications Related to Non-Market Valuation of Electricity Industry Properties Resolution

7. Municipality of West Grey - Concerns Over the Decision to Discontinue Winter Operations at the Durham Upper Dam Resolution
8. Town of Aylmer - Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning Resolution
9. City of Toronto - Declaring Toronto a Paid-Plasma-Free Zone Resolution

CARRIED

Resolution Number: 031-2025

Moved by: D. Huber

Seconded by: B. Halpin

That Council endorse the resolution from the Town of Aylmer regarding the opposition to provincial legislation on cycling lanes and support for municipal authority in transportation planning; and

That this resolution be circulated to Premier Doug Ford, Minister of Transportation Prabmeet Sarkaria, MPP Lisa Thompson, and the Association of Municipalities of Ontario.

CARRIED

Resolution Number: 032-2025

Moved by: D. Myette

Seconded by: J. Divinski

That Council endorse the resolution from the Municipality of Kincardine regarding property taxation implications related to the non-market valuation of electricity industry properties; and

That this resolution be circulated to Premier Doug Ford, Minister of Energy and Electrification Stephen Lecce, Minister of Finance Peter Bethlenfalvy, MPP Lisa Thompson, and the Association of Municipalities of Ontario.

CARRIED

11. Motions and Notice of Motions

11.1 Source Separated Organics Resolution

Resolution Number: 033-2025

Moved by: D. Huber

Seconded by: C. Grace

Whereas at the November 27, 2024, Regular Council meeting, Council passed resolution 292-2024: "That Council direct staff to develop a motion for Council to consider a request to Bruce County to coordinate Source Separated Organics."; and

Whereas the Town of Saugeen Shores has included a Source Separated Organics Feasibility Study in the 2025 Business Plan, to inform the Environmental Assessment Study for the Landfill Optimization by examining ways to increase diversion; and

Whereas the transition date of the Blue Box recycling program to Circular Materials Ontario responsibility is January 1, 2026, and this affects all the lower tier municipalities in Bruce County; and

Whereas Bruce County has historically had a role in Waste Management long-term planning and coordination including, but not limited to, hosting the Waste Management Sub-Committee, and preparing the County’s Long Term Waste Management Plan, currently in draft form, which addresses both Blue Box Transition and Source Separated Organics.

Now Therefore be It Resolved that the Town of Saugeen Shores formally requests that Bruce County Transportation and Environmental Services Department coordinate Blue Box Transition Planning and Source Separated Organics issues with the lower-tier municipalities, via the Waste Management Sub Committee; and

That this resolution be forwarded to all municipalities in Bruce County.

CARRIED, AS AMENDED

12. Closed to Public

It is recommended that Council move into a Closed to Public Session to discuss a plan or instruction to be applied to negotiations relative to a confidential amending agreement with Dr. Khan that is a personal matter about an identifiable individual, provide instructions to be applied to negotiations on behalf of the municipality regarding a CEDI Partnership Update, and discussions on matters relative to litigation and advice subject to solicitor-client privilege on confidential matters.

Resolution Number: 034-2025

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

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 employee;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- (k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

CARRIED

12.1 Disclosure of Pecuniary Interest and Nature

12.2 Adoption of Closed to Public Meeting Minutes

12.3 Closed to Public Staff Reports

12.3.1 Confidential Amending Agreement – Dr. Khan

12.3.2 CEDI Partnership Update

12.3.3 Q1 General Legal Update - Litigation Matters

13. Report and Business Arising from Closed Session

Mayor L. Charbonneau reported that during the Closed to Public Session Council approved Closed to Public minutes, discussed a plan or instruction to be applied to negotiations relative to a confidential amending agreement with Dr. Khan that is a personal matter about an identifiable individual, provided instructions to be applied to negotiations on behalf of the municipality regarding a Community

Economic Development Initiative (CEDI) Partnership Update, and discussed matters relative to litigation and advice subject to solicitor-client privilege on confidential matters.

It was recommended to adopt By-law 12-2025, a By-law to authorize a confidential amending agreement with Dr. Shaji Khan.

13.1 Resume Regular Council Meeting

Resolution Number: 035-2025

Moved by: M. Myatt

Seconded by: C. Grace

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

CARRIED

14. By-laws

14.1 By-law 12-2025 - Authorize Amending Agreement with Dr. Khan

Resolution Number: 036-2025

Moved by: J. Duhaime

Seconded by: M. Myatt

That By-law 12-2025 is hereby read, passed, and sealed this 27th day of January, 2025.

CARRIED

15. Confirmatory By-law

Resolution Number: 037-2025

Moved by: J. Divinski

Seconded by: R. Stack

That By-law 11-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 27th day of January, 2025.

CARRIED

16. Adjournment

Resolution Number: 038-2025

Moved by: R. Stack

Seconded by: C. Grace

That this Regular Council meeting of January 27, 2025, hereby adjourns at 9:13 p.m.

Luke Charbonneau, MAYOR

Dawn Mittelholtz, CLERK