



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

**Tuesday, May 20, 2025, 6:30 p.m.  
Council Chambers  
600 Tomlinson Drive  
Port Elgin, Ontario**

Present: Luke Charbonneau, Mayor  
Diane Huber, Deputy Mayor  
Mike Myatt, Vice Deputy Mayor  
Dave Myette, Councillor  
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  
Mark Paoli, Director, Development Services  
Jay Pausner, Manager, Planning and Development  
Candace Hamm, Development Services Officer

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**1. Call To Order**

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

**2. Land Acknowledgement**

Vice Deputy Mayor Myatt 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**

**6. Public Meeting**

**7. Report of Municipal Officers / Committees**

**7.1 Strong Mayor Powers Implementation**

Council received a report regarding the Town of Saugeen Shores joining 214 other municipalities in being designated by the Province as having Strong Mayor Powers on May 1, 2025. The report provided Council and the public with information on these powers and outlined the intended approach the Town will take to implement the changes.

John Mascarin provided an overview of the Strong Mayor Power legislation.

Council discussed the report, legislation and asked John Mascarin and the Clerk clarifying questions around time lines, conflicts of interest, staff resources, funding, resources or training to be provided to Council, the new Budget process, and delegating authority back to the CAO, staff and Council.

**Resolution Number: 151-2025**

Moved by: D. Huber

Seconded by: J. Divinski

That Council receive the Strong Mayor Powers Implementation report for information.

**CARRIED**

**7.2 Cultural Heritage Master Plan Final Draft and Implementation**

Council received a report regarding the draft Cultural Heritage Master Plan (CHMP) they received on January 20, 2025, and provided comments. The draft was posted for final public comments and was brought to Council for final consideration.

Council discussed the proposed Cultural Heritage Master Plan and its implementation. Third party designation applications were discussed as Council had raised concerns with this at the previous meeting. It was indicated that a policy will be brought forward to Council to assist with heritage designations. It was suggested that in the interim prior to a policy being implemented, that all heritage designations would come to Council prior to being pursued by the Municipal Heritage Committee.

**Resolution Number: 152A-2025**

Moved by: B. Halpin

Seconded by: C. Grace

That the main motion be amended to include "while a policy for heritage designations is being developed that all designations are to be brought to Council before they are pursued by the Municipal Heritage Committee."

**CARRIED**

**Resolution Number: 152B-2025**

Moved by: C. Grace

Seconded by: R. Stack

That Council adopt the Cultural Heritage Master Plan; and

That while a policy for heritage designations is being developed that all designations are to be brought to Council before they are pursued by the Municipal Heritage Committee.

**CARRIED, AS AMENDED**

**7.3 Bluewater District School Board Administrative Procedure for Holding Zones and Holding Schools**

Council received a report regarding the Bluewater District School Board (BWDSB) who adopted Administrative Procedure Holding Zones and Holding Schools (AP 3101- D) on November 27, 2024. The report outlined the procedure and potential future impacts to the Town.

A suggestion was made to invite BWDSB representatives to meet with Council to provide updates and have a discussion regarding Holding Zones and Holding Schools.

Council indicated that the Town of Saugeen shores opposes holding zones that would move students to schools outside of Saugeen Shores.

**Resolution Number: 153-2025**

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

That Council endorse the comments in this report and instruct staff to forward them to the Bluewater District School Board.

**DEFEATED**

**8. Consent Agenda**

**Resolution Number: 154-2025**

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

That Item 8.1 is approved and received for information.

**CARRIED**

**8.1 Hampton Woods Rental Agreement**

As part of the Subdivision Agreement for Hampton Woods, the developer agreed to provide at least 11 dwellings to be available as rental. An agreement was required to be executed with the Town to affirm this requirement.

That Council authorize the Director, Development Services to enter into a 10-year Rental Agreement with Hampton Woods Development Inc. in relation to requiring at least eleven 11 dwelling units within the Hampton Woods Subdivision.

**9. Motions and Notice of Motions**

**10. Closed to Public**

**11. Report and Business Arising from Closed Session**

**12. By-laws**

**13. Confirmatory By-law**

**13.1 By-law 56-2025 - Confirm the Proceedings of May 20, 2025**

Moved by: C. Grace  
Seconded by: B. Halpin

That By-law 56-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 20th day of May, 2025.

**CARRIED**

**14. Adjournment**

**Resolution Number: 156-2025**

Moved by: J. Duhaime  
Seconded by: D. Myette

That this Regular Council meeting of May 20, 2025, hereby adjourns at 9:41 p.m.

**CARRIED**

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Luke Charbonneau, MAYOR

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Dawn Mittelholtz, CLERK