



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

**Monday, May 26, 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  
John Divinski, Councillor  
Cheryl Grace, Councillor  
Bud Halpin, Councillor  
Rachel Stack, Councillor

Members Absent: Justin Duhaime, Councillor

Staff Members: Dawn Mittelholtz, Clerk  
Jim Bundschuh, Director, Corporate Services  
Mark Paoli, Director, Development Services  
Matt Prentice, Director, Operations  
Jill Roote, Manager, Strategic Initiatives  
Jay Pausner, Manager, Planning and Development  
Amanda Monaghan, Community Development Officer  
Lisa Billing, Manager, Recreation

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**1. Call To Order**

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

**2. Land Acknowledgement**

Councillor B Halpin 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 - May 12**

**Resolution Number: 157-2025**

Moved by: M. Myatt

Seconded by: J. Divinski

That Council adopt the minutes of the Regular Council Meeting of May 12, 2025, as presented.

**CARRIED**

**6. Public Meeting**

**7. Open Forum**

5.1. Herb Schmid spoke to council about 10.4 Non-Application of the Line Fences Act

**8. Delegations**

**8.1 Marine Heritage Society Update- Deb and Wayne Kaufman**

**8.2 Butterflyway Project - Terry Wilson**

Referred back to staff for further consideration. Staff report to include information on signage and there is a Native Species Partial Preference Policy in place.

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

**9.1 Proposed Levels of Service**

Council received a report regarding the Town updating its Asset Management Plan (AMP) to meet the requirements of O. Reg. 588/17, focusing on establishing Proposed Levels of Service by July 1, 2025. The update aims to integrate asset management into daily operations with help from Hemson Consulting. Hemson Consulting has provided metrics for the Town's Proposed levels of service and the strategies needed to meet those objectives.

**Resolution Number: 158-2025**

Moved by: C. Grace

Seconded by: R. Stack

That Council approve the addition of the Proposed Level of Service Report to the Asset Management Plan.

**CARRIED**

**9.2 Southampton Arts Centre Request for Funding**

Council received a report regarding the Southampton Arts Centre (SAC) request for \$50,000 a year for three years. This funding would support SAC through the period of restructuring, developing and implementing a business strategy that provides a long-term, more sustainable revenue model for the future.

A memorandum of understanding between the Town and Southampton Arts Centre was requested to govern the use of the funds and expectations to be prepared. It was suggested to have representation from the Municipality on the board of the Southampton Arts, during the period of funding and potentially ongoing.

**Resolution Number: 159-2025**

Moved by: D. Huber

Seconded by: M. Myatt

That Council approve the \$50,000 budget amendment for 2025 for the Southampton Arts Centre to be funded from Tax Stabilization Reserve: and

That the requested \$50,000 be included for two additional years in the 2026-2035 Business Plan for consideration.

**CARRIED**

**9.3 Fund Transfer for Victoria Street – Spence to Morpeth**

Council received a report regarding the 320-86806 Victoria Street project (Spence to Morpeth) requires Council approval of a \$300,000 funds transfer. The report outlined the rationale for this transfer of funds.

**Resolution Number: 160-2025**

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

That Council approve \$300,000 in additional funding for the 320-86806 Victoria Street – Spence to Morpeth project, funded by a transfer from the 320-86794 Victoria – Peel to Morpeth project.

**CARRIED**

**10. Consent Agenda**

**Resolution Number: 161-2025**

Moved by: J. Divinski  
Seconded by: C. Grace

That Items 10.1 through 10.5 be approved and received for information.

**CARRIED**

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

That item 10.4 - Non-Application of the Line Fence Act be considered separately

**CARRIED**

**10.1 Municipal Heritage Award**

That Diane Huber be selected as the 2025 Heritage Conservation Award program recipient.

**10.2 Communications Tower – 171 Concession 14 Concurrence**

Council received a report regarding Xplore Inc. who intends to build a 45 metre high communications tower at 171 Concession 14. Notices, and an opportunity to comment, was provided meeting federal consultation protocols. No comments were received.

That Council concur that the proposal by Xplore Inc. to erect a wireless communication installation on lands known as 171 Concession 14, Southampton, Ontario, is fully compliant in the Town's opinion, with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", and all Proponent obligations for the municipal and public consultation requirements have been satisfactorily met.

**10.3 Agreement of Purchase and Sale – Sandy Acres**

Council received a report regarding on April 25, 2025 an offer of \$270,000 to purchase the Sandy Acres lot was received by Barry's Construction and Insulation Ltd. It was recommended that the offer be accepted, subject to the inclusion of a condition for a future by-law to stop up and close the underlying road allowance and that the revenue from the sale be allocated to the Housing Reserve Fund.

It was requested that staff return with a report regarding the housing reserve fund, showing the balance and the plans to use the funds.

That Council adopt By-law 57-2025, a By-law to approve the entering into the Agreement of Purchase and Sale for the Sandy Acres lot, subject to a condition to stop up and close the underlying road;

That the Director, Development Services be authorized to sign any documents necessary to implement the condition to the Offer or any other requirements to give effect to the sale; and

That Council approves allocating the revenue received to the Housing Reserve Fund.

#### **10.4 Non-Application of the Line Fences Act**

Council received a report which proposed to Council that the Town adopt a By-law under Section 98 of the Municipal Act, 2001, for the non-application of the Line Fences Act in the Town of Saugeen Shores which opts the Town out of the Line Fences Act.

A motion was passed to consider Item 10.4 Non- Application of the Line Fences Act separate from the Consent Agenda.

#### **Resolution Number: 162-2025**

Moved by: D. Myette

Seconded by: B. Halpin

That Council adopt By-law 58-2025, being a By-law to opt-out of the Line Fences Act in the Town of Saugeen Shores.

**CARRIED**

#### **10.5 Communications**

A request was made to staff to review the County of Bruce comments on Elements of Bill 5 and return to Council.

A request was made to staff for clarification on what the actual cost to members who store their airplanes at the Airport is.

Relative to the correspondence from the Southampton Legion, Council requested a report be prepared which includes requests for refunds of donations to the Southampton Cenotaph project.

That the following be received for information:

1. Ontario Small Urban Municipalities Conference 2025
2. 2024 Airport Committee Report
3. SMART Board Minutes - April 25, 2025
4. SMART -2024 Financial Statements
5. Correspondence from Southampton Legion
6. Correspondence from The Period Purse
7. Town of Blue Mountain Resolution- Advocating for Reduced Provincial Tax Rate on Ontario-Made Cider
8. Town of Orangeville Resolution- Responsible Growth and Opposition to Elements of Bill 5

#### **11. Motions and Notice of Motions**

#### **12. Closed to Public**

It was recommended that Council move into a Closed to Public Session to discuss the resignation of a member of Council from the Municipal Heritage Committee and appoint a replacement.

**Resolution Number: 163-2025**

Moved by: C. Grace

Seconded by: M. Myatt

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**

**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 Council Appointment for Municipal Heritage Committee**

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

**13.1 Resume Regular Council Meeting**

The Mayor reported that Council accepted Deputy Mayor Diane Huber's resignation and appointed Councilor B. Halpin as alternate member of Council for the Municipal Heritage Committee.

**Resolution Number: 164-2025**

Moved by: B. Halpin

Seconded by: R. Stack

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

**CARRIED**

**14. By-laws**

**14.1 By-law 57-2025 - Authorize Acceptance of the Offer for Agreement of Purchase and Sale (Sandy Acres)**

**14.2 By-law 58-2025 - Opt out of the Line Fences Act**

**14.3 By-law 59-2025 - Appoint Lottery Licensing Officer**

Moved by: C. Grace

Seconded by: B. Halpin

That By-laws 57-2025, 58-2025 and 59-2025 are hereby read, passed, and sealed this 26th day of May, 2025.

**CARRIED**

**15. Confirmatory By-law**

**15.1 By-law 60-2025 - Confirm the Proceedings of May 26, 2025**

Moved by: R. Stack

Seconded by: B. Halpin

That By-law 60-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 26th day of May, 2025.

**CARRIED**

**16. Adjournment**

Adjourned at 9:26 p.m.

**Resolution Number: 166-2025**

Moved by: J. Divinski

Seconded by: C. Grace

That this Regular Council meeting of May 26, 2025, hereby adjourns at 9:26 p.m.

**CARRIED**

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Luke Charbonneau, MAYOR

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Dawn Mittelholtz, CLERK