



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

**Monday, September 8, 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
Justin Duhaime, Councillor
John Divinski, Councillor
Cheryl Grace, Councillor
Bud Halpin, Councillor
Rachel Stack, Councillor

Members Absent: Dave Myette, Councillor

Staff Members: Kara Van Myall, Chief Administrative Officer
Dawn Mittelholtz, Clerk
Jim Bundschuh, Director, Corporate Services
Tammy Grove, Municipal Solicitor
Mark Paoli, Director, Development Services
Matt Prentice, Director, Operations
Kristan Shrider, Director, Community Services
Jill Roote, Manager, Strategic Initiatives
Morgan McCulloch, Deputy Clerk
Larry Gill, Manager, Operations
Lyndsay Binning, Manager, Human Resources

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

Councillor C. Grace declared a pecuniary interest on Item 11.1 stating that she owns a cottage that is rented on a short-term basis which would be considered transient accommodations.

4. Additions, Deletions, Amendments

None.

5. Adoption of Minutes

5.1 Regular Council Minutes - August 11, 2025

Resolution Number: 230-2025

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

That Council adopt the minutes of the Regular Council Meeting of August 11, 2025, as presented.

CARRIED

6. Public Meeting

7. Open Forum

8. Delegations

8.1 Grey Bruce Bulls - Eric Dunn

Council requested that the Town bring forward a report in response to the delegation's requests.

8.2 Brian Putman- Budget Recommendations and Committees

Council requested that the Town return with ways to ensure that the public is kept informed on asset management and ways to strengthen communications with the public on these matters.

9. Report of Municipal Officers / Committees

9.1 Town Innovation Funding Reallocation

Council was informed in early 2025 that the Municipal Innovation Council would wind down, leaving the Town's annual contribution unspent. To continue fostering innovation, staff launched The Gull's Nest, where teams presented ideas to improve municipal operations. These proposals will be brought forward in the 2026 Business Plan, and the \$30,915 MIC funding is proposed to remain allocated to support future Gull's Nest events and implementation.

Resolution Number: 231-2025

Moved by: B. Halpin
Seconded by: J. Divinski

That Council receive the Town Innovation Funding Reallocation report for information.

CARRIED

9.2 Aquatic and Wellness Centre Fundraising Update

Council received a report at the December 15, 2022 Council meeting, where \$49,948,500 was approved for the construction of the Aquatic and Wellness Centre. Over the past two years, the fundraising team has advanced the Quiet Ask and the Public Fundraising Campaign. This report provides Council with an update on the efforts to date towards achieving the \$3,000,000 fundraising goal, donor recognition details, grant opportunities, and construction project progress.

Resolution Number: 232-2025

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

That Council receive the Aquatic and Wellness Centre Fundraising Update report for information.

CARRIED

9.3 Aquatic and Wellness Centre Naming

Council received a report regarding long-time community partners Brad and Kathy Pryde who kicked off the fundraising on Monday, October 23, 2023, for the new Aquatic and Wellness Centre with an incredibly generous donation of \$1,000,000. Ongoing conversations and renderings of the naming opportunity for the new Aquatic and Wellness Centre has occurred and it was with excitement and gratitude that the report endorsed that the official name of the facility would be the Pryde Aquatic and Wellness Centre.

Resolution Number: 233-2025

Moved by: M. Myatt

Seconded by: J. Divinski

That Council endorse the name Pryde Aquatic and Wellness Centre.

CARRIED

9.4 Water and Wastewater Master Plan Update

Council received a report regarding the 2025 Water and Wastewater Master Plan which is an update to the 2020 Master Plan and reassesses the impact of growth on water and wastewater treatment capacity, water distribution and storage systems, and the wastewater collection system. Recommendations outlined in the Master Plan will be included in the 2026 Business Plan for Council consideration.

Council requested that the Town report back on the status of Gobles Grove and the cost of updating the infrastructure in that area. Staff noted that the Town would require capital funding from other levels of government in order to connect Gobles Grove to the Town Water and Wastewater system. It was noted that studies can be completed, but without the funding, it would not be likely to be completed.

Resolution Number: 234-2025

Moved by: D. Huber

Seconded by: C. Grace

That Council receive the Water and Wastewater Master Plan Update report for information.

CARRIED

9.5 Compensation Review

Council received a report regarding the Non-Union Salary Administration Policy, as approved by Council on August 14, 2023. The Policy states that a review is to be conducted every four years starting in 2026. The Town completed its last compensation review in 2021. Although the next review was scheduled for 2026, an earlier review in 2025 is recommended. Regular compensation reviews are essential for attracting and retaining top talent in a competitive labour market.

It was requested that the Town staff compile the Council compensation data separately from Staff compensation as it may be easier to collect the data. Staff confirmed this will be reviewed and taken into consideration.

Resolution Number: 235-2025

Moved by: R. Stack

Seconded by: C. Grace

That Council approve the amendment of the 2025 Budget to include the Compensation Review with an upset limit of \$32,000 to be funded from the Tax Stabilization Reserve.

CARRIED

10. Consent Agenda

Resolution Number: 236-2025

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

That Items 10.1 through 10.3 be approved and received for information.

CARRIED

10.1 Kincardine Saugeen Shores Healthcare Partnership Update

In April 2024 Council received a report aimed to reestablish a collaborative healthcare relationship between Kincardine and Saugeen Shores, was presented. The report outlined a joint Healthcare Partnership Program, seeking Council endorsement for implementation. In May 2024, Bruce Power provided financial support to this program. This report updates Council on the program's progress.

That Council receive the Kincardine Saugeen Shores Healthcare Partnership Update report for information.

10.2 Waste Services Collection Agreement Renewal

Council received a report regarding the current waste collection contract which is set to expire on September 30, 2025. Renewing the contract for 2 years will provide the Town with the necessary time to complete both the Waste Management Master Plan and the Source Separated Organics Study. These initiatives will help inform future waste collection service models.

That Council adopt By-law 84-2025, a By-law to authorize entering into a Renewal Agreement with Bruce Area Solid Waste Recycling for solid waste collection services.

10.3 Communications

That the following be received for information:

1. Ombudsman Review Results to the Town of Saugeen Shores
2. Airport Advisory Committee Minutes - April 23, 2025
3. Municipal Heritage Committee Minutes- June 18, 2025
4. Port Elgin BIA Minutes - April 2, 2025
5. Port Elgin BIA Minutes - May 27, 2025
6. Saugeen Shores Police Services Board Minutes - July 16, 2025
7. Saugeen Valley Conservation Authority Correspondence - Formosa Conservation Area
8. Ministry of Energy and Mines Correspondence
9. Municipality of Tweed Resolution- Sustainable Waste Management
10. Town of Goderich Resolution- Standing Senate Committee of Agriculture and Forestry

Resolution Number: 237-2025

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

That Council supports the Municipality of Tweed Resolution- Sustainable Waste Management.

CARRIED

11. Motions and Notice of Motions

11.1 Notice of Motion- Municipal Accommodation Fee

Councillor C. Grace having declared a pecuniary interest, did not take part in the discussion or subsequent voting.

Council discussed the potential implementation of a Municipal Accommodation Fee (MAF). It was suggested that if a MAF was to be implemented it would need to be in correlation with a Short Term Rental Licensing Strategy. It was clarified that the Town is currently working on reviewing Short Term Rentals at Council direction. There were concerns raised regarding the potential impact of adding additional taxation onto businesses and what they charge customers. It was noted that the ten-year Capital Plan outlines expenditures and taxation required, there was no identification of a need for additional tax revenue.

Resolution Number: 238-2025

Moved by: J. Divinski

Seconded by: R. Stack

Whereas the Council for the Town of Saugeen Shores wishes to reconsider directing staff to prepare a report on the potential implementation of a Municipal Accommodation Fee; and

Whereas the Province of Ontario, through the Municipal Act, 2001, Section 400.1 and Ontario Regulation 435/17, authorizes municipalities to implement a Municipal Accommodation Fee (MAF) on transient accommodation; and

Whereas in June 2025 73 of 144 municipalities in Ontario have adopted a MAF, including two in Bruce County, with other local municipalities currently reviewing its implementation; and

Whereas a MAF is not a tax on residents, but rather is levied on visitors who utilize local infrastructure and amenities, to which Saugeen Shores residents currently contribute through property taxes, ensuring those who benefit from local tourism amenities contribute to their maintenance and operations; and

Whereas tourism is a significant economic driver in Saugeen Shores, generating substantial visitation and requiring ongoing support and investment in infrastructure; and

Whereas the MAF aligns with the municipality's Corporate Strategic Plan Pillar #1: Meeting the needs of a growing community; and

Whereas leveraging funds collected through the MAF would allow Saugeen Shores to expand tourism initiatives across all four seasons as recommended in the Saugeen Shores Tourism Strategy, thereby strengthening the municipality's competitive advantage in the tourism sector; and

Whereas capital and amenity infrastructure—such as bridges, roads, parks, trails, beautification projects, washrooms, and beach amenities—are essential to both residents and visitors, and often rely on grants, donations, and volunteer support in addition to municipal funding; and

Whereas the funds collected through the MAF would create a municipal fund that could enhance and maintain current recreational infrastructure, and support new amenities and recreational infrastructure such as parks, an additional ice rink, washrooms, and beautification; and

Whereas enhancing the quality of life for residents and visitors fosters new investment and supports Saugeen Shores' development as a vibrant, well-rounded community; and

Whereas the funds for further study would come out of the Tax Stabilization Reserve, which has an estimated balance of \$1.3 million by the end of 2025.

Therefore, Be it Resolved That to support amenity infrastructure, and to maintain and enhance the quality of life for Saugeen Shores residents and visitors, it is recommended:

That Council direct staff to prepare a report outlining the potential for implementing a Municipal Accommodation Fee (MAF) in Saugeen Shores, with the purpose of providing Council with a robust, data-driven recommendation regarding the implementation of a MAF, including projected revenue, tourism benefits, market analysis, administrative considerations, and community partner input; and

That Council fund the Municipal Accommodation Fee (MAF) impact study at a cost of \$20,000 from the 2025 Tax Stabilization Reserve.

For (3): J. Duhaime, J. Divinski, and R. Stack

Against (4): L. Charbonneau, D. Huber, M. Myatt, and B. Halpin

Conflict (1): C. Grace

Absent (1): D. Myette

DEFEATED (3 to 4)

12. Closed to Public

It is recommended that Council move into a Closed to Public Session:

- To discuss commercial and financial information supplied in confidence to the municipality, which, if disclosed, could reasonably be expected to prejudice the competitive position or interfere with negotiations, and commercial and financial information belonging to the municipality that has, or potentially has monetary value, and provide direction on negotiations on a confidential matter concerning Westario Power Inc.
- To discuss, provide direction, and receive advice that is subject to solicitor-client privilege on a litigation matter relative to a rectification of title application for a privately owned property; and
- To discuss, provide direction, and receive advice that is subject to solicitor-client privilege on negotiations with Saugeen First Nation concerning a water supply agreement.

Resolution Number: 239-2025

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):

(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;

(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the

contractual or other negotiations of a person, group of persons, or organization;

(j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; 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 Westario Power Inc. Confidential September 2025 Update

12.3.2 Saugeen First Nation Water Agreement Mandate

12.3.3 Rectification of Title Report

13. Report and Business Arising from Closed Session

13.1 Resume Regular Council Meeting

Mayor Charbonneau reported that, in the Closed to Public session, Council adopted the minutes of the previous Closed to Public meeting, that Council discussed commercial and financial information supplied in confidence to the municipality, which, if disclosed, could reasonably be expected to prejudice the competitive position or interfere with negotiations, and commercial and financial information belonging to the municipality that has, or potentially has monetary value, and provided direction on negotiations on a confidential matter concerning Westario Power Inc., that Council discussed, provided direction, and received advice that is subject to solicitor-client privilege on a litigation matter relative to a rectification of title application for a privately owned property; and that Council discussed, provided direction, and received advice that is subject to solicitor-client privilege on negotiations with Saugeen First Nation concerning a water supply agreement.

Resolution Number: 240-2025

Moved by: R. Stack

Seconded by: B. Halpin

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

CARRIED

14. By-laws

14.1 By-law 83-2025 - Procedural By-law Amendment for Strong Mayors

14.2 By-law 84-2025 - Authorize Renewal Agreement (BASWR)

Resolution Number: 241-2025

Moved by: C. Grace

Seconded by: J. Divinski

That By-law 83-2025 and 84-2025 are hereby read, passed, and sealed this 8th day of September, 2025.

CARRIED

15. Confirmatory By-law

15.1 By-law 85-2025 - Confirm the Proceedings of September 8, 2025

Resolution Number: 242-2025

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

That By-law 85-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 8th day of September, 2025.

CARRIED

16. Adjournment

Resolution Number: 243-2025

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

That this Regular Council meeting of September 8, 2025, hereby adjourns at 10:43 p.m.

CARRIED

Luke Charbonneau, MAYOR

Dawn Mittelholtz, CLERK