



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

**Monday, November 10, 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
Jim Bundschuh, Director, Corporate Services
Ed Melanson, Director, Fire Services/Fire Chief
Mark Paoli, Director, Development Services
Matt Prentice, Director, Operations
Kristan Shrider, Director, Community Services
Jill Roote, Manager, Strategic Initiatives
Morgan McCulloch, Deputy Clerk
Daniel Waechter, Treasurer/CFO
Ashlynn Kennedy, Licensing and Records Clerk

1. Call To Order

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

2. Land Acknowledgement

Deputy Mayor Huber read the land acknowledgement.

3. Disclosure of Pecuniary Interest and Nature

Councillor R. Stack declared a pecuniary interest in Item 9.1 and 10.1 stating that Bruce Power is her employer.

4. Additions, Deletions, Amendments

None.

5. Adoption of Minutes

**5.1 Regular Council Minutes - October 20, 2025 and October 27, 2025
Resolution Number: 313-2025**

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

That Council adopt the minutes of the Regular Council Meeting of October 20, 2025 and October 27, 2025, as presented.

CARRIED

6. Public Meeting

7. Open Forum

8. Delegations

8.1 Municipal Heritage Committee- 2026 Budget

Council heard a presentation from Councilor C. Grace regarding Municipal Heritage Committee proposed 2026 Budget.

9. Report of Municipal Officers / Committees

9.1 Bruce C Project Municipal MOU

Council received a report regarding the Memorandum of Understanding (MOU) which outlined the framework for cooperation between the Town of Saugeen Shores, the Municipality of Kincardine, and the County of Bruce to support the municipal participation in the federal Integrated Impact Assessment (IA) for the Bruce C Nuclear Project (the Project).

Councillor R. Stack declared a Pecuniary Interest on this Item and did not participate in discussions and subsequent voting.

Resolution Number: 314-2025

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

That the main motion be amended with a slight change in the language under the Equity and Inclusion section, to include that the parties (to the MOU) would not advocate for meeting their needs at the expense of another or any other community in Bruce County.

CARRIED

Amendment:

Resolution Number: 315-2025

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

That Council endorse the Bruce C Nuclear Project – Municipal Memorandum of Understanding between the Town of Saugeen Shores, Municipality of Kincardine, and the County of Bruce, as amended.

CARRIED, AS AMENDED

9.2 Rick Hansen Foundation Accessibility Certification

Council received a report regarding the investigation of the Rick Hansen Foundation Accessibility Certification that was identified as a 2025 Division Highlight for Community Services. The report outlined the research, criteria, and requirements of the program as well as the potential resources required for implementation. The report recommended that the Town not invest financially with the facility certification program at this time based on the analysis contained in the report.

Resolution Number: 316-2025

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

That Council receive the Rick Hansen Foundation Accessibility Certification report for information.

CARRIED

9.3 Striking Committee Report - November 10, 2025

Council discussed the Striking Committee report and it was suggested that the Procedural By-law Amendments be referred back to the Striking Committee for further consideration and clarification.

Resolution Number: 317-2025

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

That Council approve a By-law to Amend the Procedural By-law, as presented.

DEFERRED

**Amendment:
Resolution Number: 318-2025**

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

Main motion referred back to the Striking Committee to review the proposed amendments, specifically, sections 14.7 and 14.10.9 to define slander, defamation and libel and clarify the reasons why a public member can or can not present.

CARRIED

10. Consent Agenda

Resolution Number: 23-2025

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

That Items 10.2 through 10.7 be approved and received for information.

CARRIED

10.1 Bruce C Project Update

Council received a report to provide Council with an update on the Impact Assessment (IA) process for the Bruce C Nuclear project, including next steps.

Councillor R. Stack declared a Pecuniary Interest on this Item and did not participate in discussions and subsequent voting. This Item was voted on separate from the Consent Agenda Items.

Resolution Number: 324-2025

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

That Council receive the Bruce C Project Update report for information.

CARRIED

10.2 IT Acceptable Use Policy Update

Council received a report regarding the Information Technology (IT) Acceptable Use Policy which had been updated for 2025 with section 9, referring specifically to Generative Artificial Intelligence. Updates included guidance on proper use, standardization on Microsoft CoPilot as the primary Gen AI office platform, and references to Ontario Bill 194 which sets guidelines for Municipalities' use of Generative AI including transparency and confidentiality.

That Council adopt the Information Technology Acceptable Use Policy.

10.3 Development Charges Treasurer's Statements

Council received a report regarding the Development Charges Treasurer's Statements which are annual financial reports, mandated by Ontario provincial regulation (O. Reg. 82/98), detailing the financial activity and balances within a municipality's development charge reserve funds for a given year.

That Council receive the Development Charges Treasurer's Statements report for information.

10.4 Heritage Property Demolition Request for 18 Huron Street North

Council received a report regarding the Town receiving correspondence in September from the property owner of 18 Huron Street North, known as the Captain Spence House, regarding a potential demolition of the garage and work shed on the property. The intent of the property owner is to rebuild as close to the original structures as possible. This is a Heritage Property with the heritage designating by-law including the "premises" located on the property. In accordance with the Ontario Heritage Act (OHA), Council was to seek the advice of the Municipal Heritage Advisory Committee on such requests.

That Council refer the Heritage Property Demolition Request for 18 Huron Street North to the Municipal Heritage Advisory Committee.

10.5 Pryde AWC Debenture No. 2

Council received a report regarding the details of a Debenture By-Law with Infrastructure Ontario that will be brought forward as a By-law on November 24, 2025.

That Council receive the Pryde AWC Debenture No. 2 report for information.

10.6 Smart Beach Program Update

Council received a report regarding Phases 4 to 6 of the Smart Beach Program which is a partnership between the Town of Saugeen Shores, University of Waterloo and Georgian College designed to promote beach safety. Phase 4 occurred in 2025, and the report provided a summary of activities and next steps.

That Council receive the Smart Beach Program Update report for information.

10.7 Communications

That the following be received for information:

1. Port Elgin BIA Minutes- September 16, 2025
2. Saugeen Valley Conservation Authority Minutes- September 18, 2025
3. Saugeen Valley Conservation Authority Correspondence- Provincial Announcement on Conservative Authorities
4. City of Brantford- Provincial Support of the Ontario Airport Capital Assistance Program

5. Town of Bradford West Gwillimbury Resolution- Removing HST/GST from New Homes to Support Affordable Housing
6. Municipality of Bluewater Resolution- Keeping Climate Change as a Foremost National Priority
7. Town of Plympton-Wyoming Resolution- Conservation Fee Freeze
8. Township of Stone Mills- Advocacy for Funding to Address EAB Infestation

Amendment:

Resolution Number: 319-2025

Moved by: C. Grace

Seconded by: R. Stack

That Council support the Municipality of Bluewater Resolution- Keeping Climate Change as a Foremost National Priority.

CARRIED

Amendment:

Resolution Number: 320-2025

Moved by: D. Huber

Seconded by: C. Grace

That Council support the Town of Bradford West Gwillimbury Resolution - Removing HST/GST from New homes to Support. Affordable Housing.

CARRIED

Amendment:

Resolution Number: 321-2025

Moved by: M. Myatt

Seconded by: J. Divinski

That Council support Township of Stone Mills- Advocacy for Funding to Address EAB Infestation.

CARRIED

Amendment:

Resolution Number: 322-2025

Moved by: B. Halpin

Seconded by: D. Myette

That Council support Town of Plympton-Wyoming Resolution - Conservation Fee Freeze resolution.

CARRIED

11. Motions and Notice of Motions

11.1 Motion to Reconsider - Reconsideration of Council Approval of the Final Design for the Southampton Cenotaph Upgrade Project

Resolution Number: 325A-2025

Moved by: C. Grace

Seconded by: D. Myette

Whereas the Cenotaph Ad Hoc Committee recommended that Council approve Option 1 from the R.J. Burnside report, which enhances the

High and Huron intersection in honour of Southampton and Saugeen First Nation veterans; and

Whereas on August 11, 2025, Council considered the Engineering Services report recommending that Council approve the Final Design for the Southampton Cenotaph Upgrade Project; and

Whereas during the August 11, 2025, Council meeting, Council discussed concerns that were raised regarding the Southampton Legion not being in support of the design; and

Whereas the above staff recommendation from the August 11, 2025, Council meeting was defeated; and

Whereas Derek Johnston, President of the Royal Canadian Legion Branch 155, presented a delegation to Council on October 27, 2025, reporting that a motion was passed at the Southampton Legion's Branch General meeting on September 3, 2025, to support the recommendation put forward by the Cenotaph Ad Hoc Committee; and

Whereas President Johnston reported Southampton Legion membership support for memorials to be located on the two western curb extensions at the intersection of High and Huron to honour the men and women from our community and Saugeen First Nation who served in WWI and WWII, and support the Dominion Plywood Factory Mosquito Bomber and the Ladies in Uniform commemorative plaques being placed on the curb extensions on the eastern side of this intersection; and

Whereas the Southampton Legion, Branch 155 asked Council to direct staff to work with them to create a Cenotaph and Memorial Area that all in the community will appreciate as properly honouring those who served in both of these wars; and

Whereas Southampton Legion, Branch 155 commits to assist with direct financial support, as well as support toward necessary fundraising.

Therefore, be it Resolved that the Council of the Town of Saugeen Shores, reconsider Resolution #211-2025 from August 11, 2025 with respect to the Engineering Services report to approve the Final Design for the Southampton Cenotaph Upgrade Project.

CARRIED

Amendment:

Resolution Number: 325B-2025

Moved by: D. Huber

Seconded by: J. Divinski

That Council consider resolution 211-2025, to approve the final design for the Southampton Cenotaph upgrade project.

CARRIED

12. Mayoral Decisions and Directions

13. Closed to Public

14. Report and Business Arising from Closed Session

15. By-laws

15.1 By-law 104-2025 -Authorize Stop up and Close Portion of Eckford Ave

Resolution Number: 326-2025

Moved by: M. Myatt
Seconded by: R. Stack

That By-law 104-2025 is hereby read, passed, and sealed this 10th day of November, 2025.

CARRIED

16. Confirmatory By-law

16.1 By-law 105-2025 - Confirm the Proceedings of November 10, 2025

Resolution Number: 327-2025

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

That By-law 105-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 10th day of November, 2025.

CARRIED

17. Adjournment

Resolution Number: 328-2025

Moved by: J. Duhaime
Seconded by: J. Divinski

That this Regular Council meeting of November 10, 2025, hereby adjourns at 8:03 p.m.

CARRIED

Luke Charbonneau, MAYOR

MORGAN MCCULLOCH, DEPUTY
CLERK