



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

**Monday, November 24, 2025, 6:30 p.m.  
Council Chambers  
600 Tomlinson Drive  
Port Elgin, Ontario**

Present:	Luke Charbonneau, Mayor Mike Myatt, Vice Deputy Mayor Dave Myette, Councillor John Divinski, Councillor Cheryl Grace, Councillor Bud Halpin, Councillor
Members Absent:	Diane Huber, Deputy Mayor Justin Duhaime, 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 Ruhul Amin, Manager, Engineering Services Daniel Waechter, Treasurer/CFO Larry Gill, Manager, Operations Ashlynn Kennedy, Licensing and Records Clerk

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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 M. 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**

**5.1 Regular Council Minutes - November 10, 2025**

**Resolution Number: 335-2025**

Moved by: J. Divinski

Seconded by: M. Myatt

That Council adopt the minutes of the Regular Council Meeting of November 10, 2025, as presented.

**CARRIED**

**6. Public Meeting**

**7. Open Forum**

5.1 Adam Sachs - Item 9.1: Arena and Sports Fields Needs Assessment

5.2 Eric Dunn - Item 9.1: Arena and Sports Fields Needs Assessment.

5.3 Laura Kranenburg - Item 9.1: Arena and Sports Fields Needs Assessment

5.4 Melissa MacKinnon - Item 9.1: Arena and Sports Fields Needs Assessment

5.5 Connor Yourth - Item 9.1: Arena and Sports Fields Needs Assessment

**8. Delegations**

Council heard a presentation from Lisa Mills from the Port Elgin BIA regarding the 2026 Budget.

Council heard a presentation from Judy Moir from the Canadian Federation of University Women regarding the National Day of Remembrance and Action on Violence Against Women.

Council directed staff to lower the flags on December 6, 2025 and to show support by promoting the Vigil on social media accounts.

**8.1 Southampton Tennis Club - 2026 Budget**

**8.2 Port Elgin BIA - 2026 Budget**

Council heard a presentation from Lisa Mills from the Port Elgin BIA regarding the 2026 Budget.

**8.3 Canadian Federation of University Women - National Day of Remembrance and Action**

Council heard a presentation from Judy Moir from the Canadian Federation of University Women regarding the National Day of Remembrance and Action on Violence Against Women.

Council directed staff to lower the flags on December 6, 2025 and to show support by promoting the vigil on social media accounts.

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

**9.1 Arena and Sports Fields Needs Assessment**

Council heard a partial update to the Recreation Master Plan that was highlighted in the 2025 Business Plan for Community Services. Monteith Brown Planning Consultants conducted a Needs Assessment on arenas and sports fields to set priorities for the next decade. The report summarized the findings, outlines the work to advance in 2026, and includes future recommendations.

Council discussed the report and concerns were raised regarding the report and data collected. It was indicated that discussions are being held with user groups on their specific needs and future supply for their growing needs.

Council directed staff to work with user groups to collect the 2026 data, including practice times to bring forward to Council as an addendum attached to this report.

**Resolution Number: 336-2025**

Moved by: D. Myette

Seconded by: C. Grace

That Council amend the 2026 Business Plan to include a Community Services Division Highlight to develop an implementation plan.

**CARRIED**

**9.2 Water and Wastewater Master Plan**

Council heard a report regarding the final 2025 Water and Wastewater Master Plan which incorporated further analysis and comments received since the Public Information Centre (July 17, 2025) and the update provided to Council on September 8, 2025. The Master Plan assesses 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 are included in the 2026 Business Plan for Council consideration.

**Resolution Number: 337-2025**

Moved by: C. Grace

Seconded by: B. Halpin

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

**CARRIED**

**10. Consent Agenda**

**Resolution Number: 338-2025**

Moved by: B. Halpin

Seconded by: D. Myette

That Items 10.1 through 10.4 be approved and received for information.

**CARRIED**

**10.1 2025 Quarter 3 Variance to Budget**

The Variance to Budget report provides Council with a forecast of the financial operating results for the Town as of September 2025. The actual net income through the third quarter of the year is \$16.6 million and is \$0.5 million higher than budget.

That Council receive the 2025 Quarter 3 Variance to Budget report for information.

**10.2 Highway 21 and Turner Street (Bruce County Road 13) Intersection Improvement Project**

Council received a report that the Town of Saugeen Shores has retained GEI Canada Limited to provide engineering design services for the planned Highway 21 and Turner Street (Bruce County Road 13) Intersection Improvements Project. This report presents GEI's design recommendations to Council for information and consideration.

That Council receive the Highway 21 and Turner Street (Bruce County Road 13) Intersection Roundabout Design report for information.

### **10.3 Highway 21 Southampton Resurfacing Design**

Council received a report that the Town of Saugeen Shores has retained R. J. Burnside & Associates Limited to provide engineering design services for the planned Resurfacing of Highway 21 from South Street to Craig Street Project. This report presents Burnside's design recommendations to Council for information.

Staff to obtain pricing to extend the decorative brick work from High Street down the blocks both North and South to complete the intersection connection of the brick work that has been done.

That Council receive the Highway 21 Resurfacing Design report for information.

### **10.4 Communications**

That the following be received for information:

1. Municipal Heritage Committee Minutes- September 17, 2025
2. Saugeen Mobility and Regional Transit 2026 Calendar
3. Saugeen Valley Conservation Authority Correspondence - Environmental Registry Posting on Conservation Authorities

Township of South-West Oxford - Opposition to Automated Speed Enforcement (ASE) Cameras

4. Peterborough County Resolution - Re-instating the Eligibility for Curbside Blue Box Collection, Jan 1, 2026 for Nonprofit Organizations

**CARRIED**

**Amendment:**

**Resolution Number: 339-2025**

Moved by: C. Grace

Seconded by: J. Divinski

That Council support the Peterborough County Resolution - Re-instating the Eligibility for Curbside Blue Box Collection, Jan 1, 2026 for Nonprofit Organizations

**CARRIED**

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

### **12. Mayoral Decisions and Directions**

### **13. Closed to Public**

### **14. Report and Business Arising from Closed Session**

### **15. By-laws**

#### **15.1 By-law 107-2025 - AWC Debenture #2**

**Resolution Number: 340-2025**

Moved by: B. Halpin

Seconded by: J. Divinski

That By-law 107-2025 is hereby read, passed, and sealed this 24th day of November, 2025.

**CARRIED**

### **16. Confirmatory By-law**

**16.1 By-law 109-2025 - Confirm the Proceedings of November 24, 2025**

**Resolution Number: 341-2025**

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

That By-law 109-2025 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 24th day of November, 2025.

**CARRIED**

**17. Adjournment**

**Resolution Number: 342-2025**

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

That this Regular Council meeting of November 24, 2025, hereby adjourns at 8:44 p.m.

**CARRIED**

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Luke Charbonneau, MAYOR

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MORGAN MCCULLOCH, DEPUTY  
CLERK