



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

**Tuesday, February 17, 2026, 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: Kara Van Myall, Chief Administrative Officer
Mark Paoli, Director, Development Services
Candace Hamm, Development Services Officer
Kristen Sears, Planning Policy Coordinator
Ashlynn Kennedy, Licensing and Records Clerk
Dwayne Evans, Director, Development Services

1. Call To Order

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

2. Land Acknowledgement

Councillor Deputy Mayor D. Huber 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

6.1 Zoning By-law Amendment – Z-2025-079 (Suhr)

Council heard an application to amend the Town of Saugeen Shores Zoning By-law to facilitate a surplus farm dwelling severance. The amendments would restrict residential uses on the retained parcel. The

severance (File B-2025-066) would be considered separately at a later date by the County of Bruce.

Mayor Charbonneau declared the public meeting open and indicated the purpose of the public meeting.

Mayor Charbonneau asked if any members of the public would like to address Council on this matter.

Jake Bousfield-Bastedo, Bruce County Planner provided a brief overview of the report.

There were no other members of the public wanting to speak to Council.

There were no additional written submissions.

Council members had the following clarifying questions:

- A question was raised regarding a small dwelling and a Quonset hut building is considered a residence, noting it looks more like an agricultural office and seems too small to live in. It was questioned if there are any plans to build a full- size house on the property. The County Planner confirmed that it is a small house that contains a kitchen, bedroom, and bathroom, totals about 430 square feet, and is a modular home. Provincial changes removed minimum size requirements for dwellings, the only standard is that it must be habitable.
- A question was raised regarding whether this property is permitted to have an additional residential unit and if the existing small building could serve as additional residential unit, with the owner then constructing a new house or duplex. County Staff confirmed that the property is permitted to have an additional residential unit and it was clarified that agricultural properties may have a maximum of two dwelling units in total, meaning one more dwelling could be added beyond the unit already on the site. A duplex meets the definition of a maximum of two dwelling units, and could be permitted on the property, however they would have to first remove the existing dwelling unit that was build in 2024.
- A question was raised regarding the regulations for water and septic when a second dwelling is added on a rural residential lot, and if a new system is installed for the unit. Staff explained that when looking at a signal lot, both units are generally required to use the same septic system. The system must also meet any nitrate limits at the property boundary based on lot size. These requirements fall under the Building Code. If a future additional dwelling were proposed, the recommendation through the County and approval authority would be to share a single septic system. Once the lot is formally severed, each parcel would then need to meet Building Code standards individually.

A question was raised regarding the severance test and whether rezoning will block future residential development. Staff confirmed the restriction applies only to the 40 hector farm parcel and a small parcel can continue to function residentially. The retained parcel is always the large farm parcel, and the severed parcel is the house lot. The Saugeen Valley Conservation Authority (SCVA) made a comment about the retained parcel having room for future development outside the natural hazards. County staff confirmed that the SCVA would be looking at it from the hazard policy perspective to ensure a hazardous lot is not being created, but the zoning restricts residential development, not outbuildings like a cattle barns. One more severance could still occur: if the other 100- acre parcel gains a house, it could later be severed as a surplus dwelling.

- A question was raised regarding the 1998 rezoning, where the property was rezoned for a future severance, but the lot was not created, and if the application is adding a bit more to the land that was identified and zoned and whether this adjustment would still require a rezoning. County staff confirmed that is correct and the Town's housekeeping amendments, if in place, would have allowed planning staff to adjust the zone boundary using the severance survey, but because those updates aren't yet in effect, a formal rezoning is still required. The amendments would have streamlined the process and saved the owner time and cost.
- A question was raised about why the proposed lot has an irregular shape rather than a clean rectangle. County staff explained that a rectangular layout would have captured nearly a hectare of actively farmed land. The owner wanted to keep the quonset hut and dwelling together without removing productive farmland, so the angled shape was the compromise.

In the absence of any further questions, Mayor Charbonneau declared the public meeting closed.

Council had no further comments.

Resolution Number: 045-2026

Moved by: M. Myatt

Seconded by: C. Grace

Subject to a review of submissions arising from the public meeting:

That Council approve Zoning By-law Amendment Z-2025-079 (Suhr) and By-law 18-2026.

CARRIED

7. Report of Municipal Officers / Committees

7.1 Comments on New Bruce County Official Plan

Council heard a report that Bruce County is advancing the Draft County Official Plan and has requested comments from the Town in advance of a County Council workshop later this week. It is the understanding of Town staff that a public open house and statutory Public Meeting will be held in the spring. This report outlines a summary of the process to date and sets out comments for consideration and endorsement as the basis for the Town's input to the upcoming County Council workshop.

Resolution Number: 046-2026

Moved by: D. Myette

Seconded by: R. Stack

That Council endorse the comments in this report and forward them to Bruce County for consideration in the New Bruce County Official Plan.

CARRIED

7.2 Site Plan Control Application SP-2025-001 – 1208 Goderich Street

Council heard a report regarding the Site Plan Control Application submitted by MHBC on behalf of their client, Summerside Land Holdings and Lord Elgin Estates Developments Limited, proposes the construction of 108 stacked townhouse units. This report is being presented as information and comments will be considered as part of the Site Plan approval process outlined in Section 41 of the Planning Act.

Council had the following comments:

- Compliments were given to developer for bringing forward 108 new units, and for providing over 35% green space, which nearby residents appreciated. The development is seen as attractive, well- landscaped, and a strong addition to local housing supply.
- A comment was made regarding why condo developments handle their own services. Staff noted that because condo roads are privately owned, the Town doesn't assume ownership and therefore doesn't provide municipal services on them. Residents are frustrated because all surrounding streets receive public road services and municipal waste collection, while their small street does not.
- A comment was made regarding confusion over the Town's position on private- road condominiums, as there are recurring issues, like private garbage collection. Town staff have recognized the issue and have a report coming in April. It was suggested that there be an information session so residents better understand what it means to live on a private road, why they are paying property taxes and condo fees, as these concern continues to surface, especially in newer senior- focused developments. It was suggested that the service structures be reviewed as part of the site plan approval or making it clear to the developer the Town's reservations regarding condominium corporations approvals.
- A comment was made regarding the proposal is a redevelopment, replacing the earlier plan for three high- rise towers with a lower- profile design with approximately 95 units less. The updated layout also adds a second access route, improving emergency access. The importance of connecting the project to trails, bike routes, sidewalks, and nearby signalized crossings to support walking and cycling is important.
- A comment was made about explore adding a standard municipal notice to condo purchase agreements. It was noted that other organizations such as the school board already require specific statements in agreements, and similar conditions exist in certain developments.

Resolution Number: 047-2026

Moved by: D. Huber

Seconded by: B. Halpin

That Council receive the Site Plan Control Application SP-2025-001 – 1208 Goderich Street report for information.

CARRIED

7.3 Site Plan Control Application – Bluewater District School Board New Elementary School

Council heard a report regarding the Bluewater District School Board (BWDSB) submitted information in support of a Site Plan Control Application for the construction of a new elementary school in Port Elgin. Comments from Council will be considered as part of the site plan approval process outlined in Section 41 of the Planning Act.

Council had the following comments:

- A comment was made that expressed appreciation for encouraging a lot of trees on the lot and that parking and the bus pick up/drop off zone is off the street. It was suggested that the school board maintain a portion of the parking lot for public parking and designate a portion of the parking lot for staff use, ensure there is enough onsite parking or future plans for additional space to assist

with managing vehicle flow at peak times. It was suggested that the school board prove that the proposed parent drop off and pick up spots are sufficient and will not cause excessive parking.

- A comment was made regarding the name of the school, and that those comments can be directed to the school board itself.
- A comment was made regarding the playground surface materials, noting asphalt can become hard and very hot and that the kindergarten area uses astroturf and asphalt, suggesting this be brought back for further consideration, as alternative treatments may help cool the space.

Resolution Number: 048-2026

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

That Council receive the Site Plan Control Application – Bluewater District School Board New Elementary School report for information.

CARRIED

8. Closed to Public

9. Report and Business Arising from Closed Session

10. Consent Agenda

11. Motions and Notice of Motions

12. Mayoral Decisions and Directions

13. By-laws

13.1 By-law 18-2026 - Zoning By-law Amendment (Suhr)

Resolution Number: 049-2026

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

That By-law 18-2026 is hereby read, passed and sealed this 17th day of February, 2026.

CARRIED

14. Confirmatory By-law

14.1 By-law 19-2026- Confirm the Proceedings of February 17, 2026

Resolution Number: 050-2026

Moved by: R. Stack
Seconded by: C. Grace

That By-law 19-2026 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 17th day of February, 2026.

CARRIED

15. Adjournment

Resolution Number: 051-2026

Moved by: C. Grace
Seconded by: R. Stack

That this Regular Council meeting of February 17, 2026, hereby adjourns
at 8:10 p.m.

CARRIED

Luke Charbonneau, MAYOR

Kaitlin Bos, CLERK