



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

**Monday, April 13, 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
Justin Duhaime, Councillor
Cheryl Grace, Councillor
Bud Halpin, Councillor

Members Absent: Rachel Stack, Councillor

Staff Members: Jim Bundschuh, Director, Corporate Services, Acting CAO
Dwayne Evans, Director, Development Services
Ed Melanson, Director, Fire Services/Fire Chief
Matt Prentice, Director, Operations
Kristan Shrider, Director, Community Services
Lisa Billing, Manager, Recreation
Kaitlin Bos, Manager, Legislative Services/Clerk
Derek Depoorter, Project Manager
Christine Gilbert, Finance Supervisor/Deputy Treasurer
Tammy Grove, Municipal Solicitor
Hailey Leigh-Mossley, Deputy Clerk
Jill Roote, Manager, Strategic Initiatives
Daniel Waechter, Treasurer/CFO

1. Call To Order

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

2. Land Acknowledgement

Councillor J. Duhaime 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 - March 16, 2026 and March 23, 2026

Resolution Number: 100-2026

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

That Council adopt the minutes of the Regular Council Meeting of March 16, 2026 and March 23, 2026, as presented.

CARRIED

6. Public Meeting

7. Open Forum

8. Delegations

8.1 Southampton Arts Centre - Annual Financial Update

Council heard a presentation from Frank Kuntz, Chair of the board for the Southampton Arts Centre regarding the Annual Financial Update for the Southampton Arts Centre.

8.2 Break for Technical Difficulties

Council took a break from 6:49 p.m. until 6:58 p.m. due to technical difficulties with the online video streaming.

9. Report of Municipal Officers / Committees

9.1 Water/Wastewater By-law Update–Implementation and Procedural Framework

Council heard a report, proposing a Water and Wastewater By-law which consolidates three existing by-laws to modernize the Town's water and wastewater system administration. This report updated Council on implementation, with a focus on tenant billing and account management. The by-law and related fees will be presented on May 11, 2026.

Resolution Number: 101-2026

Moved by: D. Huber
Seconded by: M. Myatt

That Council receive the Water and Wastewater By-law Update - Implementation and Procedural Framework report for information.

CARRIED

9.2 Administrative Compliance System Report

Council heard a report on the AMPS/ACS pilot program which was approved by Council in 2025 but was delayed due to administrative issues at the Ontario Fire Marshal's Office. To move forward, the pilot now includes offences under the *Fire Protection and Prevention Act, Ontario Fire Code*, Clean Yards, and municipal tree-related requirements. The necessary by-laws to establish the AMPS program and amend the Clean Yards By-law were approved in the By-laws section of the agenda.

Resolution Number: 102-2026

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

That Council adopt By-law 34-2026, a By-law to Establish an Administrative Monetary Penalty System in the Town of Saugeen Shores; and

That Council adopt By-law 33-2026, a By-law to amend By-law 89-2023 (Clean Yards By-law).

CARRIED

9.3 Active Transportation Wayfinding Signage Strategy

Council heard a presentation from Sean Kelly and Alex Feenstra on behalf of the consultant team, pl.ural. The Town of Saugeen Shores is developing an Active Transportation Wayfinding Signage Strategy to improve navigation for pedestrians and cyclists with clear, consistent, and accessible signage. This initiative supports the Town’s Bicycle Friendly Community status and follows recommendations from the Bicycle Friendly Community ad hoc Committee and the Transportation Master Plan.

Resolution Number: 103-2026

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

That Council approve the Active Transportation Wayfinding Signage Strategy; and

That Council receive the supplemental Companion Guide to the Active Transportation Wayfinding Signage Strategy for information.

CARRIED

10. Closed to Public

It is recommended that Council move into Closed to Public Session;

- To discuss and provide direction or instructions to ongoing negotiations on behalf of the municipality on the Saugeen First Nation Water Supply Agreement.

Resolution Number: 104-2026

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

That Council move into a Closed to Public Session in accordance with the Municipal Act, 2001, Section 239 (2);

(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

10.1 Disclosure of Pecuniary Interest and Nature

10.2 Adoption of Closed to Public Meeting Minutes

10.3 Closed to Public Staff Reports

10.3.1 Saugeen First Nation Water Supply Agreement

11. Report and Business Arising from Closed Session

11.1 Resume Regular Council Meeting

Resolution Number: 105-2026

Moved by: M. Myatt
Seconded by: D. Huber

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

CARRIED

Mayor L. Charbonneau reported that during the Closed to Public Session, Council approved Closed to Public minutes and discussed matters and provided direction to Staff regarding the Saugeen First Nation Water Supply Agreement.

12. Consent Agenda

Council removed item 12.3.12 Southampton BIA Board Minutes - February 27 2026 from Communications.

Resolution Number: 106-2026

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

That Items 12.1 through 12.3 be approved and received for information.

CARRIED

12.1 Surplus Lands – Wilson Developments Affordable Housing Project

The Wilson Developments affordable housing project is proposed on lands owned by the Town. The lands were reviewed relative to the Town Sale and Other Disposition of Lands Policy and it has been confirmed that the lands are not needed for the Town’s current anticipated needs. Council needs to formally declare the subject land surplus to the Town’s needs in order to sell the land to Wilson Developments.

That Council declares the lands described as Part of Part 1, and Parts 2, 4 and 5, Part of Lot 50, Lake Range Concession, Saugeen Shores; being part of PIN 33268-0771, as surplus to the needs of the municipality; and

That Council direct staff to provide public notice of its intent to dispose of the lands; and

That Council authorizes the disposition of the land without a valuation.

12.2 2025 Closed Carry-Forward Capital Projects

Total project capital spending in 2025 was \$57,831,666 of which \$24,524,613 is attributed to the Future Capital Reserve, and the balance is attributable to other reserves as shown in the Reserve Contribution Report attachment. The \$57,831,666 of spending compares to a budget of \$103,224,691 resulting in an underspent variance of \$45,393,025. This variance is comprised of carry-forward budget of \$45,148,537 to enable the completion of projects that are staying open, and a surplus to budget of \$244,488 on projects that are closing.

That Council receive the 2025 Closed Carry-Forward Capital Projects report for information.

12.3 Communications

That the following be received for information:

1. Bruce C Community Newsletter - March 2026
2. Bruce Grey Poverty Task Force 2025 Annual Report
3. Bruce Grey Poverty Task Force 2026 Collective Impact Framework
4. Municipality of St. Charles - Small Northern New Residential Property Tax Class
5. SCVA Correspondence - Freshet and Watershed Wide Flood Watch
6. SCVA Correspondence - Conservation Authority Amalgamation

7. SCVA Quarter 1 Update
8. SMART Meeting Minutes - February 13, 2026
9. Southampton BIA Board Minutes - October 23 2025
10. Southampton BIA Board Minutes - November 27 2025
11. Southampton BIA Board Minutes - January 23, 2026
12. Township of Papineau-Cameron Resolution - Ontario Veterinary College

13. Motions and Notice of Motions

14. Mayoral Decisions and Directions

15. By-laws

15.1 By-law 33-2026 - Clean Yards Amending By-law

15.2 By-law 34-2026 - Establish an Administrative Monetary Penalties System

15.3 By-law 35-2026 - Appoint Lottery Licensing Officers

Resolution Number: 107-2026

Moved by: M. Myatt

Seconded by: J. Divinski

That By-laws 33-2026, 34-2026, and 35-2026 are hereby read, passed, and sealed this 13th day of April, 2026.

CARRIED

16. Confirmatory By-law

16.1 By-law 36-2026 - Confirm the Proceedings of April 13, 2026

Resolution Number: 108-2026

Moved by: B. Halpin

Seconded by: C. Grace

That By-law 36-2026 being a By-law to confirm the proceedings of the Council of the Town of Saugeen Shores is hereby read, passed, and sealed this 13th day of April, 2026.

CARRIED

17. Adjournment

Resolution Number: 109-2026

Moved by: J. Duhaime

Seconded by: J. Divinski

That this Regular Council meeting of April 13, 2026, hereby adjourns at 8:48 p.m.

CARRIED

Luke Charbonneau, MAYOR

Kaitlin Bos, CLERK