



THE MUNICIPALITY OF
LAMBTON SHORES

COUNCIL MEETING MINUTES

Tuesday, February 4, 2025 - 6:30 pm

Members Present: Mayor Cook, Deputy Mayor Sageman, Councillors Baillie, Maguire, Scott, Dodge, Ferguson, Marsh and Wilcox

Staff Present: Steve McAuley - Chief Administrative Officer, Stephanie Troyer-Boyd - Director of Corporate Services, Rebecca Clothier - Director of Financial Services, Ashley Farr - Director of Community Services, Nick Verhoeven - Director of Public Works, Will Nywening - Planner, Ken Bulgin – Planner and James Marshall - Fire Chief

1. Call to Order

Mayor Cook called the meeting to order at 6:30 pm.

2. Declaration of Pecuniary Interest

Councillor Baillie - Item 10.5 River Road Art Fair - proponent of event.

3. Closed Session

25-0204-01 Moved by: Councillor Scott
Seconded by: Deputy Mayor Sageman

THAT Council move into Closed Session at 6:33 pm to discuss a matter under the Municipal Act, Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

Moved by: Deputy Mayor Sageman
Seconded by: Councillor Scott

THAT the Closed Session adjourn at 6:48 pm and Regular Council reconvene at 7:00 pm.

Carried

4. Approval of Agenda

25-0204-02 Moved by: Councillor Scott
Seconded by: Councillor Dodge

THAT the February 4, 2025 Council Meeting Agenda be approved as presented.

Carried

5. Adoption of Minutes of Previous Council Meeting

25-0204-03 Moved by: Deputy Mayor Sageman
Seconded by: Councillor Ferguson

THAT the minutes of the January 13, 2025 and January 14, 2025 Council Meeting be adopted as presented.

Carried

6. Councillor Reports

Members of Council reported on items of interest to the community.

7. Statutory Public Meetings

25-0204-04 Moved by: Councillor Scott
Seconded by: Councillor Marsh

THAT the Council Meeting adjourn at 7:05 pm for a Public Meeting held under the Planning Act.

Carried

7.1 ZBA - Z19-2024 - Kenneth Stead - 9780 Lakeshore Road

The Clerk presented the proposal noting the lands were granted a consent to sever a vacant lot for the protection of significant natural heritage features leaving a retained lot with an existing dwelling and detached garage for residential use and that the rezoning is a condition of the consent. The severed lot will be rezoned to an Environment Protection Zone permitting the conservation of the lands and the remnant lot is to be rezoned to Residential-6 (R6) to align with zoning on the remainder of the retained lands

The applicant was not present for the meeting.

Max Morden, Chair of Huron Tract Land Trust Conservancy was in attendance to support the application.

There were no questions from Council.

25-0204-05 Moved by: Councillor Scott
Seconded by: Councillor Maguire

THAT the Public Meeting close and the regular Council Meeting reconvene at 7:10 pm.

Carried

8. Presentations

8.1 Audit Service Plan - MNP

Giovanni Spadafora and Neila Salkic of MNP introduced the firm and presented the audit service plan to Council.

9. Delegations

There were no delegations on February 4, 2025.

10. Consideration of Correspondence, Petitions, Committee Minutes and Staff Reports

10.1 Accessibility Advisory Committee Minutes - August 12, 2024

10.2 Committee of Adjustment Decisions - December 18, 2024 & January 22, 2025

25-0204-06 Moved by: Deputy Mayor Sageman

Seconded by: Councillor Wilcox

THAT Correspondence Items 10.1 and 10.2 be received.

Carried

PLANNING

10.3 Report PL 01-2025 - ZBA ZO-19/2024 - 9780 Lakeshore Road – Ken Stead (Agent: Ralph Naujokaitis)

25-0204-07 Moved by: Councillor Wilcox

Seconded by: Councillor Ferguson

THAT Report PL 01-2025, relating to a Zoning By-Law Amendment Application, submitted by Ken Stead be received;

THAT ZBA Application ZO-19/2024 submitted by Ken Stead requesting an amendment to Zoning By-Law 1 of 2003 to rezone the severed lands to an Environmental Protection Zone for the purpose of Conservation and to rezone portions of the retained lot for Residential Use be approved; and

THAT By-Law 07 of 2025 be approved.

Carried

10.4 Report PL 02-2025 - Proposed Updates to the Thames-Sydenham Source Protection Plan

25-0204-08 Moved by: Councillor Wilcox

Seconded by: Councillor Scott

THAT Report PL 02-2025 regarding a Notice of Pre-Consultation dated January 7, 2025 regarding proposed updates to the Thames-Sydenham Source Protection Plan, received from the Source Protection Coordinator, be received;

THAT pursuant to Section 34(3) of the *Clean Water Act, 2006*, the Council of the Municipality of Lambton Shores endorses the proposed updates to the Thames-Sydenham Source Protection Plan; and

THAT provision of this resolution is deemed to meet requirements of Section 34(3) of the *Clean Water Act, 2006*.

Carried

- 10.5 Report PL 03-2025 - Consent Applications B-04/2024 to B-08/2024 – West Ipperwash Road – Donald Harold Farr Estate (Agents: Sarah Benjey and Rebecca Sheppard)

25-0204-09 Moved by: Councillor Marsh
Seconded by: Councillor Dodge

THAT Report PL 03-2025, relating to a request to enter into an agreement by Sarah Benjey and Rebecca Sheppard be received; and

THAT the agreement between the Donald Harold Farr Estate and the Municipality of Lambton Shores be approved as drafted; and

THAT By-Law 06 of 2025 being a by-law to authorize the execution of an agreement with the Donald Harold Farr Estate be approved.

Carried

COMMUNITY SERVICES

- 10.6 Report DCS 02-2025 - River Road Arts Fair

25-0204-10 Moved by: Councillor Scott
Seconded by: Councillor Maguire

THAT Report DCS 02-2025 regarding the “River Road Arts Fair” be received; and

THAT the River Road Arts Fair be granted approval to use up to 14 paid parking spaces on River Road on June 21, 2025, for the purpose of vendor market space.

Carried

- 10.7 Report DCS 03-2025 - Community Grant Policy Review

25-0204-11 Moved by: Councillor Dodge
Seconded by: Councillor Ferguson

THAT Report DCS 03-2025 regarding the “Community Grant Policy Review” be received; and

THAT CP-CS-POL-004 Community Grant Policy be approved as amended.

Carried

PUBLIC WORKS

10.8 Report DPW-01-2025 - RFP 2024-35 – Water Meter Replacement – Proposal Award

25-0204-12 Moved by: Councillor Scott
Seconded by: Councillor Marsh

THAT Report DPW 01-2025 regarding the Proposal award for the Water Meter Replacement project be received; and

THAT the proposal received from Neptune Technology Group Canada Company for the tendered price of \$657,730.96 net HST be accepted; and

THAT the Mayor and Clerk be authorized to execute any contract or other documents.

Carried

FINANCE

10.9 Report TR 04-2025 - 2025 Approved Budget

25-0204-13 Moved by: Councillor Dodge
Seconded by: Councillor Ferguson

THAT Report TR 04-2025 regarding the 2025 Approved Budget be received; and

THAT By-law 05 of 2025 authorizing the adoption of the 2025 Operating and Capital Budget be approved.

Carried

10.10 Report TR 06-2025 - Huron Shores Area Transit Update

25-0204-14 Moved by: Councillor Maguire
Seconded by: Deputy Mayor Sageman

THAT Report TR 06-2025 regarding the Huron Shores Area Transit Update be received for information.

Carried

CORPORATE

10.11 Report CL 02-2025 - Manning Drain Request for Improvement

25-0204-15 Moved by: Councillor Dodge
Seconded by: Councillor Scott

THAT CL 02-2025 regarding the Improvement for the Manning Drain be received; and

THAT staff be directed to proceed with notification to the St. Clair Region Conservation Authority and Ontario Ministry of Agriculture, Food and Agribusiness; and

THAT Spriet Associates be appointed to complete the required engineer's report.

Carried

10.12 Report CL 03-2025 - Backyard Chickens

25-0204-16 Moved by: Deputy Mayor Sageman
Seconded by: Councillor Maguire

THAT Report CL 03-2025 "Backyard Chicken Information" be received.

Carried

25-0204-17 Moved by: Councillor Wilcox
Seconded by: Deputy Mayor Sageman

THAT a draft by-law be prepared to regulate the keeping of backyard chickens; and

THAT the draft by-law consider restrictions which include lot size, limited the number of birds, setbacks and location.

Carried

ADMINISTRATION

10.13 Report COA 01-2025 - Establishing a Municipal Accommodation Tax and a Tourism Municipal Service Corporation for the Purposes of Collecting MAT Tax

25-0204-18 Moved by: Councillor Wilcox
Seconded by: Deputy Mayor Sageman

THAT report "Establishing a Municipal Accommodation Tax and a Tourism Municipal Service Corporation for the purposes of collecting MAT tax" be received; and

THAT staff be authorized to engage with the public and stakeholders regarding the creation of a Municipal Services Corporation which would operate as the Municipality's "eligible tourism entity" for the purposes of sharing Municipal Accommodation Tax proceeds; and

THAT the public consultation strategy as outlined in this report be approved; and

THAT staff be directed to develop the business case for the purpose of creating such a Municipal Services Corporation; and

THAT staff be directed to prepare a Draft Municipal Accommodation Tax by-law and associate collection policies and/or agreements; and

THAT upon completion of the public engagement process related to establishing a Tourism MSC and the preparation of a draft business case, staff report back to Council with further details related to implementation of a Municipal Accommodation Tax in the Municipality.

Carried

11. Notice of Motion

None.

12. Emergent Issues

None.

13. By-Laws

- 13.1 By-Law 05-2025 - Adoption of 2025 Budget
- 13.2 By-Law 06-2025 - Authorize Severance Agreement - Farr Estate
- 13.3 By-Law 07-2025 - ZBA - 9780 Lakeshore - Stead
- 13.4 By-Law 08-2025 – Confirming

25-0204-19 Moved by: Councillor Dodge
Seconded by: Councillor Scott

THAT By-laws 05-2025 through 08-2025 be read a first, second and third time, passed and signed by the Mayor and Clerk.

Carried

14. Adjournment

25-0204-20 Moved by: Councillor Ferguson
Seconded by: Councillor Maguire

THAT the February 4, 2025 Council Meeting adjourn at 8:00 pm.

Carried