



THE MUNICIPALITY OF  
**LAMBTON SHORES**

**COUNCIL MEETING MINUTES**

Tuesday, March 19, 2024 - 6:30 pm

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

Staff Present: Stephanie Troyer-Boyd - Director of Corporate Services, Janet Ferguson - Director of Financial Services, Ashley Farr - Director of Community Services, Nick Verhoeven - Director of Public Works, Will Nywening - Planner

**1. Call to Order**

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

**2. Declaration of Pecuniary Interest**

Councillor Dodge - Item 13.2 By-Law 21-2024 - Member of Royal Canadian Legion Branch 176 Forest

Mayor Cook - Item 13.5 By-Law 24-2024 - Member of Arkona Lions Club

**3. Closed Session**

24-0319-01 Moved by: Councillor Marsh  
Seconded by: Councillor Ferguson

**THAT Council move into Closed Session at 6:31 pm to discuss a matter under the Municipal Act, Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.**

**Carried**

Moved by: Councillor Maguire  
Seconded by: Councillor Scott

THAT the March 19, 2024 Closed Session adjourn at 6:44 pm and Regular Council reconvene at 7:00 pm.

**Carried**

**4. Approval of Agenda**

24-0319-02 Moved by: Councillor Maguire  
Seconded by: Councillor Baillie

**THAT the March 19, 2024 Council Meeting Agenda be approved as presented.**

**Carried**

**5. Adoption of Minutes of Previous Council Meeting**

24-0319-03 Moved by: Councillor Scott  
Seconded by: Councillor Dodge

**THAT the minutes of the February 27, 2024 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**

7.1 OPA & ZBA - Sarah Benjey & Rebecca Sheppard - Con. 19, Pt Lot 7 West Ipperwash Road

24-0319-04 Moved by: Councillor Ferguson  
Seconded by: Councillor Scott

**THAT the Council Meeting adjourn at 7:03 pm for a Public Meeting held under the Planning Act.**

**Carried**

Ric Knutson, Agent for the applicant, was present for the meeting and stated that his clients are in agreement with staff's recommendations

Clerk stated that no correspondence had been received for this application.

No members of the public present wished to speak to this application.

24-0319-05 Moved by: Deputy Mayor Sageman  
Seconded by: Councillor Scott

**THAT the Public Meeting close and the regular Council Meeting reconvene at 7:06 pm.**

**Carried**

**8. Presentations**

8.1 Huron Shores Area Transit

## 9. Delegations

None.

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

- 10.1 County of Lambton - 2024 Tax Policy Study
- 10.2 Huron Shores Area Transit Annual Report 2023
- 10.3 Accessibility Advisory Committee Minutes - November 29, 2023

24-0319-06 Moved by: Councillor Dodge  
Seconded by: Councillor Scott

**THAT Correspondence Items 10.2 and 10.3 of the Agenda be received.**

**Carried**

24-0319-07 Moved by: Councillor Baillie  
Seconded by: Councillor Wilcox

**THAT Correspondence Item 10.1 be received.**

**Carried**

### PLANNING

#### 10.4 Report PL 06-2024 - Official Plan Review

24-0319-08 Moved by: Councillor Wilcox  
Seconded by: Councillor Scott

**THAT Report PL 06-2024 regarding the Lambton Shores Official Plan Review be received for information.**

**Carried**

#### 10.5 Report PL 07-2024 - OPA & ZBA – Con 17, Pt Lt 7, West Ipperwash Road, Ipperwash

24-0319-09 Moved by: Councillor Dodge  
Seconded by: Councillor Ferguson

**THAT Report PL 07-2024, relating to Official Plan and Zoning By-Law Amendment Applications, submitted by Sarah Benjey and Rebecca Sheppard, be received;**

**THAT Official Plan Amendment Application OPA-02-2024, requesting an amendment to the Lambton Shores Official Plan to re-designate portions of the 10.3 acre parcel described as Con 19, Pt Lot 7 to a residential designation be approved;**

**THAT Zoning By-Law Amendment Application Z-04-2024, requesting an amendment to Zoning By-Law 1 of 2003 to rezone portions of the 10.3 acre parcel described as Con 19, Pt Lot 7 to a Residential 6 Zone with exceptions for lot area and frontage and the balance to a natural environment zone be approved;**

**THAT By-Law 27 of 2024 to adopt Amendment No. 9 to the Lambton Shores Official Plan be approved; and**

**THAT By-Law 26 of 2024 to implement the zoning by-law amendment be approved.**

**Carried**

### COMMUNITY SERVICES

#### 10.6 Report DCS 08-2024 - Legacy Recreation Centre Roof Replacement – Construction Tender Award

24-0319-10 Moved by: Councillor Wilcox  
Seconded by: Deputy Mayor Sageman

**THAT Report DCS 08-2024 regarding the Tender award for The Legacy Recreation Centre (Thedford) Roof Replacement project be received;**

**THAT the Tender received from 2198433 Ontario Ltd. o/a Accent Roofing & Siding (Accent Roofing) for the submitted price of \$674,299.25 including HST be accepted;**

**THAT the additional funds required for this project be funded from the Facilities Reserve Fund; and**

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

**Carried**

#### 10.7 Report DCS 09-2024 - My Main Street Community Activator Grant

24-0319-11 Moved by: Councillor Scott  
Seconded by: Councillor Ferguson

**THAT Report DCS 09-2024 regarding the “My Main Street Community Activator Grant” be received; and**

**THAT Staff be directed to apply for up to \$250,000 to complete upgrades to the parkette located in downtown Forest.**

**Carried**

10.8 Report DPW 03-2024 - 2024 Operating Budget – Granular ‘M’ Gravel Supply and Delivery

24-0319-12 Moved by: Councillor Dodge  
Seconded by: Councillor Marsh

**THAT Report DPW 03-2024 regarding the Tender award for the 2024 Gravel supply and delivery be received; and**

**THAT the Tender received from Johnston Brothers Bothwell Limited in the amount of \$20.02/tonne net HST for the supply and delivery of Granular ‘M’ Gravel be accepted at a volume of 30,000 tonnes; and**

**THAT the additional funds required for this project be funded from the Transportation reserve; and**

**THAT the Mayor and Clerk be authorized to sign any associated agreement.**

**Carried**

10.9 Report DPW 04-2024 - 2024 Capital Budget – One Ton Truck Supply and Delivery

24-0319-13 Moved by: Councillor Ferguson  
Seconded by: Deputy Mayor Sageman

**THAT Report DPW 04-2024 regarding the Proposal award for a One Ton Truck be received; and**

**THAT the Proposal received from Exeter Chrysler in the amount of \$122,348.08 net HST for the supply and delivery of a One Truck Truck be accepted; and**

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

**Carried**

10.10 Report DPW 05-2024 - Elizabeth Street and Ravenswood Line Reconstruction – Construction Tender Award

24-0319-14 Moved by: Councillor Wilcox  
Seconded by: Councillor Dodge

**THAT Report DPW 05-2024 regarding the Tender award for the Elizabeth Street and Ravenswood Line Reconstruction project be received;**

**THAT the tender received from Cassidy Construction London Limited (Cassidy) for the tendered price of \$2,529,719.35 including HST (\$2,278,090.63 Net HST) be accepted;**

**THAT Spriet Associates London Limited be authorized to carry out contract administration and construction observation services for the project in accordance with the estimate, on file, at an upset limit of \$211,574.48 including HST (\$190,529.37 Net HST), in accordance with the Municipality of Lambton Shores Procurement and Asset Disposal Policy; and**

**THAT the Mayor and Clerk be authorized to sign the associated contract agreement(s).**

**Carried**

**10.11 Report DPW 06-2024 - Kennedy Line Bridge – Watermain Connection – Construction Tender Award**

24-0319-15 Moved by: Councillor Dodge  
Seconded by: Councillor Maguire

**THAT Report DPW 06-2024 regarding the Tender award for the Kennedy Line Bridge – Watermain Connection construction project be received;**

**THAT the tender received from Rapid Drainage Ltd. (Rapid Drainage) for the tendered price of \$310,603.46 including HST (\$279,708.04 Net HST) be accepted;**

**THAT the additional funds required for this project be funded from the Water Reserve Fund; and**

**THAT the Mayor and Clerk be authorized to sign the associated contract agreement(s).**

**Carried**

**10.12 Report DPW 07-2024 - Highway 21 Cycling Infrastructure Update**

24-0319-16 Moved by: Councillor Dodge  
Seconded by: Councillor Scott

**THAT Report DPW 07-2024 regarding Highway 21 Cycling Infrastructure be received; and**

**THAT Lambton Shores Council strongly encourage the Ministry of Transportation to install cycling lanes as part of the Highway 21 Construction project in 2024; and**

**THAT Staff be directed to schedule a delegation with the Minister.**

**Carried**

### FINANCE

10.13 Report TR 04-2024 - 2023 Council and Committee Remuneration

24-0319-17 Moved by: Councillor Dodge  
Seconded by: Councillor Scott

**THAT Report TR 04-2024 regarding the 2023 Council and Committee Remuneration be received.**

**Carried**

### CORPORATE

10.14 Report CL 06-2024 - Federal Lease Renewal – Grand Bend Harbour

24-0319-18 Moved by: Deputy Mayor Sageman  
Seconded by: Councillor Scott

**THAT Report CL 06-2024 regarding the lease between the Municipality and Fisheries and Oceans Canada for the Grand Bend Harbour is received; and**

**THAT the Mayor and Clerk are authorized to sign the five year agreement with the Small Craft Harbour Branch of Fisheries and Oceans for the Harbour in Grand Bend.**

**Carried**

### ADMINISTRATION

10.15 Report CAO 04-2024 - Municipal Accommodation Tax

24-0319-19 Moved by: Councillor Ferguson  
Seconded by: Deputy Mayor Sageman

**THAT Report CAO 04-2024 regarding the “Municipal Accommodation Tax” be tabled to the April 6, 2024 meeting of Council.**

**Carried**

**11. Notice of Motion**

There was no Notice of Motion on March 19, 2024.

**12. Emergent Issues**

There were no Emergent Issues on March 19, 2024.

### 13. By-laws

- 13.1 By-Law 20-2024 - Sanitary Sewer Backflow Prevention
- 13.2 By-Law 21-2024 - Vibrancy Agreement - Royal Canadian Legion Branch 176 Forest
- 13.3 By-Law 22-2024 - Encroachment Agreement - LaPlayita - 23 Main St., Grand Bend
- 13.4 By-Law 23-2024 - Agreement - Government Wharf & Federal Harbour Building
- 13.5 By-Law 24-2024 - Vibrancy Agreement - Arkona Lions Club
- 13.6 By-Law 25-2024 - Appoint Chief Building Official and Inspectors
- 13.7 By-Law 26-2024 - ZBA - Con 19 Pt Lt 7 - Benjey and Sheppard
- 13.8 By-Law 27-2024 - OPA No. 9 - Con 19 Pt Lt 7 - Benjey and Sheppard
- 13.9 By-Law 28-2024 – Confirming

24-0319-20 Moved by: Councillor Dodge  
Seconded by: Councillor Wilcox

**THAT By-Laws 20-2024, 22-2024, 23-2024 and 25-2024 through 28-2024 be read a first, second and third time, passed and signed by the Mayor and Clerk.**

**Carried**

Having declared a Pecuniary Interest, Councillor Dodge and Mayor Cook did not participate in the vote or discussion on this matter. Mayor Cook passed the gavel to Deputy Mayor Sageman.

24-0319-21 Moved by: Councillor Ferguson  
Seconded by: Councillor Scott

**THAT By-Laws 21-2024 and 24-2024 be read a first, second and third time, passed and signed by the Mayor and Clerk.**

**Carried**

Mayor Cook resumed the Chair.

### 14. Adjournment

24-0319-22 Moved by: Councillor Ferguson  
Seconded by: Councillor Scott

**THAT the March 19, 2024 Council Meeting adjourn at 7:45 pm.**

**Carried**