



## Township of Douro-Dummer Agenda for a Regular Meeting of Council

Tuesday, September 15, 2020, 5:00 p.m.

Douro-Dummer YouTube Channel

[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)

**Please note**, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business

### Electronic Meetings

On August 4, 2020 Council amended the Township Procedure By-Law to permit meetings to be held electronically and to allow members participating electronically to be counted towards quorum.

Until further notice, regular meetings of Council are being held electronically. Meetings will be recorded and live-streamed on the Township YouTube channel.

Please contact the Clerk if you require an alternative method to virtually attend the meeting. [crystal@dourodummer.on.ca](mailto:crystal@dourodummer.on.ca) or 705-652-8392 x205

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### Pages

1. Call to Order
2. Land Acknowledgement
3. Moment of Silent Reflection
4. Disclosure of Pecuniary Interest:
5. Adoption of Agenda: September 15, 2020
6. Adoption of Minutes:
  - 6.1 Special - August 24, 2020 1
  - 6.2 Regular - September 1, 2020 4
7. Business arising out of previous minutes:

8.	Delegations, Petitions, Presentations or Public Meetings: None	
9.	Other Business and Staff Reports:	
9.1	Building Department Update, Building Department-2020-08	13
9.2	Sale of Surplus Equipment , Public Works-2020-18	16
9.3	HR Committee and Service Delivery Implementation Committee Terms of Reference, C.A.O.-2020-47	17
9.4	Boat Launch and Dock at Warsaw United Church, C.A.O.-2020-48	25
9.5	Remembrance Day and Santa Claus Parade During COVID-19, C.A.O.-2020-50	27
10.	Committee Minutes and Other Reports: None	
11.	By-laws: None	
12.	Correspondence – Action Items:	
12.1	Minister of Agriculture	29
	Letter to introduce the Security from Trespass and Protecting Food Safety Act, 2020 that protects farmers, agri-food businesses, farm animals and food supply.	
13.	Correspondence/Information Items:	
13.1	Community Focus Bulletin	31
	City of Peterborough seeking public consultation on the Transportation Master Plan	
14.	Accounts: None	
15.	Notices of Motion:	
16.	Announcements:	
17.	Closed Session:	

**\*Note - This portion of the meeting and the remaining portion of the meeting will not be livestreamed on YouTube. The remaining portion of the meeting will be reflected in the official Minutes of the meeting.**

18. Rise from Closed Session with or without a Report
19. Confirming By-law - By-law 2020-52
20. Adjournment

## Minutes of the Special Meeting of Council of the Township of Douro-Dummer

**August 24, 2020, 10:00 AM**

**Douro-Dummer YouTube Channel**

**[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)**

- Present:** Mayor - J. Murray Jones  
 Deputy Mayor - Karl Moher  
 Councillor, Douro Ward - Heather Watson  
 Councillor, Dummer Ward - Shelagh Landsmann  
 Councillor at Large - Thomas Watt
- Staff Present** Temporary C.A.O. - Martina Chait-Hartwig  
 Clerk/Planning Coordinator - Crystal McMillan  
 Treasurer - Darlene Heffernan  
 Temporary Manager of Public Works - Jake Condon  
 Manager of Recreation Facilities - Vicki Hallam
- Also Present** Tammy Carruthers, WSCS Consulting  
 Acting Clerk, Angela Gravelle, Ontario Municipal Leadership  
 Institute – Partner of WSCS Consulting  
 John Skorobohacz, Ontario Municipal Leadership Institute –  
 Partner of WSCS Consulting

1. Reason(s) for Special Meeting:

The Mayor called the meeting to order at 10:06 a.m. and stated the reason for the Special Meeting.

2. Disclosure of Pecuniary Interest:

The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

3. Adoption of Agenda: Special August 24, 2020

**Resolution Number 2020-293**

Moved By: Deputy Mayor Moher

Seconded By: Councillor Landsmann

That the agenda for the Special Electronic Council Meeting, dated August 24, 2020, be adopted, as circulated. Carried

4. Delegations, Petitions or Presentations:

4.1 Presentation – Draft Final Service Delivery Review

At 11:24 a.m. Mayor Jones turned the chair to Deputy Mayor Moher and left the meeting.

**Resolution Number 2020-294**

Moved By: Councillor Watson

Seconded By: Councillor Landsmann

That the final draft Service Delivery Report, dated August 24, 2020, be received and approved and the following actions be approved:

- That a Service Delivery Implementation Committee Terms of Reference be approved for Council to volunteer and requested to work with the Management Team to prepare an implementation plan;
- That an implementation plan be presented to Council for review and approval;
- That the final draft Service Delivery Report be sent to the Ministry of Municipal Affairs and Housing no later than August 31, 2020 as per the Agreement for Municipal Modernization Funding Program;
- That the Final Service Delivery and Organizational Report be posted on the Township website no later than September 18, 2020 as per the Agreement for Municipal Modernization Funding Program.

Carried

5. Closed Session

**Resolution Number 2020-295**

Moved By: Councillor Watt

Seconded By: Councillor Watson

That Council go into closed session regarding personal matters about identifiable individuals, including municipal or local board employees (Personnel), pursuant to the Ontario Municipal Act, S.O. 2001, c. 25, Section 239 (2)(b). (12:38 p.m.)

Carried

6. Rise from Closed Session with or without a Report

That the Council meeting resume in open session without a report. (1:31 p.m.)

**Resolution Number 2020-296**

Moved By: Councillor Landsmann

Seconded By: Councillor Watson

Carried

7. Confirming By-law - 2020-46

**Resolution Number 2020-297**

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That By-law Number 2020-46, being a By-law to confirm the proceedings of the Special electronic Meeting of Council, held on the 24th day of August, 2020 be passed in open Council and that the Deputy Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

8. Adjournment

**Resolution Number 2020-298**

Moved By: Councillor Watson

Seconded By: Councillor Landsmann

That this meeting adjourn at 1:35 p.m.

Carried

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Deputy Mayor, Karl Moher

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Clerk, Crystal McMillan

## **Minutes of the Regular Meeting of Council of the Township of Douro-Dummer**

**September 1, 2020, 5:00 PM**

**Douro-Dummer YouTube Channel**

**[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)**

**Present:** Mayor - J. Murray Jones  
 Deputy Mayor - Karl Moher  
 Councillor, Douro Ward - Heather Watson  
 Councillor, Dummer Ward - Shelagh Landsmann  
 Councillor at Large - Thomas Watt

**Staff Present:** Temporary C.A.O. - Martina Chait-Hartwig  
 Treasurer - Darlene Heffernan  
 Temporary Manager of Public Works - Jake Condon  
 Manager of Recreation Facilities - Vicki Hallam  
 Administration Assistant - Vanessa Sweeting  
 Administration Assistant - Nicole Zenner

**Staff Absent:** Clerk/Planning Coordinator - Crystal McMillan  
 Chief Building Official - Brian Fawcett  
 Fire Chief - Chuck Pedersen

**Also Present:** Naomi Farough, D.M. Wills

1. Call to Order  
 With a quorum of Council being present, the Mayor called the meeting to order at 5:02 p.m.
2. Land Acknowledgement  
 The Mayor recited the Land Acknowledgement.
3. Moment of Silent Reflection  
 The Mayor asked that everyone rise for a moment of silent reflection in memory of Dave Nelson, past Reeve of Otonabee-South Monaghan and past Warden of the County of Peterborough, who recently passed away.
4. Disclosure of Pecuniary Interest:  
 The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

5. Adoption of Agenda: September 1, 2020

**Resolution Number 2020-299**

Moved by: Councillor Watt

Seconded by: Councillor Watson

That the agenda for the Regular Council Meeting, dated September 1, 2020, be adopted, as circulated. Carried

6. Adoption of Minutes:

6.1 Special - August 4, 2020

6.2 Regular - August 4, 2020

**Resolution Number 2020-300**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Minutes from the Special Council Meeting and Regular Council Meeting on August 4, 2020, be received and adopted, as circulated. Carried

7. Business arising out of previous minutes:

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 County of Peterborough - 2019 Year End Update and 2020 Objectives

**Resolution Number 2020-301**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the electronic presentation from the County of Peterborough providing an update on 2019 and objectives for 2020 be received. Carried

9. Other Business and Staff Reports:

9.1 Mandatory Face Covering Policy, C.A.O.-2020-42

**Resolution Number 2020-302**

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That C.A.O 2020-42 report, dated September 1, 2020 regarding Mandatory Face Covering Policy be received and that the Policy be adopted as Policy A-28.



Carried

9.2 Heat Stress Prevention and Hot Weather Policy, C.A.O.-2020-43

**Resolution Number 2020-303**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That C.A.O 2020-43 report, dated September 1 2020, regarding heat stress prevention and hot weather be received and that the policy be incorporated into the Township Policy Manual as A-27.

Carried

9.3 Municipal Office Re-Opening Plans, C.A.O.-2020-45

**Resolution Number 2020-304**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That C.A.O 2020-45 report, dated August 25, 2020, regarding the re-opening of the municipal office be received and that staff continue to monitor any changes made by public health officials directly influencing day-to-day operation at the Municipality; and that the municipal office plan on reopening on September 8, 2020.

Carried

9.4 Ice-Floor Rental Policy, Recreation Facilities-2020-13

9.6 Re-Opening of Community Centres, Recreation Facilities-2020-15

**Resolution Number 2020-305**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That Other Business and Staff Reports, Items 9.4 Ice-Floor Rental Policy and 9.6 Re-Opening of Community Centres, be deferred to a Special Council Meeting which will be held in approximately 2 weeks time and for comments to be forwarded to Martina Chait-Hartwig, Temporary CAO and Vicki Hallam, Manager of Recreation Facilities, prior to the Meeting.

Carried

9.5 Facility Upgrades and Tender Follow Up, Recreation Facilities-2020-14

At 6:12 p.m., Council took recess until 6:16 p.m.

**Resolution Number 2020-306**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That Recreation Facilities 2020-14 report, dated September 1, 2020 regarding the Facility Upgrades and Tender Follow up Report be received and that the Paint Tender PR-01-2020 contract be awarded to G&M Painting;

And further, that the Facility upgrades including automatic flushers and faucets proceed provided that it meets the criteria under the Provincial Covid-19 funding; And further, that the Flooring Tender PR-02-2020 contract be awarded to Caliber Sports Systems. Carried

9.7 Community Safety Zone – County Road 4, Public Works-2020-15

**Resolution Number 2020-307**

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That Public Works 2020-15 report, dated August 21, 2020, regarding the Community Safety Zone – County Road 4 be received and further that; The Council of the Township of Douro-Dummer formally requests that the County of Peterborough to establish a “Community Safety Zone” with a speed limit reduction to 40 km/hr for the following road sections:

- County Road 4, from County Road 38 to English Line South
- County Road 38, from Ford Street to County Road 4

Carried

9.8 Daleview Road Project - Update, Public Works-2020-16

**Resolution Number 2020-308**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That Public Works 2020-16 report, dated August 24, 2020, regarding Daleview Road Project - Update be received and that Council hereby approves the Everlife Flex Municipal Thin Asphalt as proposed by Drain Bros. at no additional cost to the Township. Carried

9.9 Supply and Delivery of Sodium Chloride, Public Works-2020-17

**Resolution Number 2020-309**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That Public Works 2020-17 report, dated August 20, 2020 regarding the Supply and Delivery of Sodium Chloride be received for information.

Carried

#### 9.10 Amend User Fees, Treasurer-2020-20

##### **Resolution Number 2020-310**

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the Treasurer-2020-20 report, dated September 1, 2020 regarding amending the User Fees and Charges By-law be received and that the User Fee By-law be approved as presented at the appropriate time in the meeting.

Carried

#### 9.11 FCM Funding Motion Change, Treasurer-2020-21

##### **Resolution Number 2020-311**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That Treasurer-2020-21 report, dated September 1, 2020, regarding FCM Funding Motion Change be received and that staff continue the Asset Management Program Development with Public Sector Digest Incorporated for a total municipal expenditure of \$125,368, as reduced by the \$50,000 FCM Grant application and efficiency funding of \$61,193, resulting in a net municipal 2020 budget commitment of \$14,175. This project will be conducted over a 2-year time frame 2020 and 2021.

That Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Program Development in The Township of Douro-Dummer.

And that efficiency funding be used in the amount of \$61,193 for the balance of the Public Sector proposal that allows the Township to comply with the requirements of Asset Management Policy & Reporting (Bill 6, O. Reg. 588/17)

The following resolution is a requirement for the Canadian Municipalities' Municipal Asset Management Program for Asset Management Program Development application:

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Program Development in Douro-Dummer.

Be it therefore resolved that the Township of Douro-Dummer commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

**Additional Asset Management Training – Reporting and Analysis**

- **Continued Levels of Service Analysis**
- **Comprehensive Asset Management Plan with Program Development Incorporated (2021 O. Reg 588/17 Compliant)**

Be it further resolved that the Township of Douro-Dummer commits \$14,175 from its budget toward the costs of this initiative. Carried

10. Committee Minutes and Other Reports:

10.1 Deputy Mayor Moher – Update on County Council Matters

**Resolution Number 2020-312**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the verbal report from Deputy Mayor Moher regarding an update on County Council matters be received. Carried

10.2 Departmental Reports – C.A.O., Clerk's/Planning, Building Services, Finance, Fire, Parks and Recreation and Public Works Departments

**Resolution Number 2020-313**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the monthly department reports Items 10.2.1 to 10.2.6 for August 2020 be received. Carried

10.3 Planning Committee Minutes - August 7, 2020

**Resolution Number 2020-314**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Planning Committee Minutes from August 7, 2020 be received and approved. Carried

11. By-laws:

11.1 By-law 2020-47 – To appoint a Manager of Public Works and repeal By-law 2020-23

11.2 By-law 2020-48 – To amend By-law 2019-24 (appoint members to Donwood Parks Committee)

11.3 By-law 2020-49 – To amend By-law 2019-04 (remove a member from the Douro-Dummer Public Library Board)

11.4 By-law 2020-50 – To provide for User Fees and Charges and to repeal By-law 2017-30

**Resolution Number 2020-315**

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

That By-law 2020-47, being a By-law to appoint a Manager of Public Works and repeal By-law 2020-23 be passed, in open council this 1st day of September, 2020 and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto, and;

That By-law 2020-48, being a By-law to amend By-law 2019-24 (appoint members to Donwood Parks Committee) be passed, in open council this 1st day of September, 2020 and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto, and;

That By-law 2020-49, being a By-law to Amend By-law 2019-04, as amended (To remove a member from the Douro-Dummer Public Library Board) be passed, in open council this 1st day of September, 2020 and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto, and;

That By-law 2020-50, being a By-law to provide for User Fees and Charges and to repeal By-law 2017-30, as amended, be passed, in open council this 1st day of September, 2020 and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

12. Correspondence – Action Items:

12.1 Municipality of West Grey

**Resolution Number 2020-316**

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the Resolution from the Municipality of West Grey regarding Anti-Racism be received. Carried

12.2 Peterborough County

**Resolution Number 2020-317**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That the correspondence from the County of Peterborough regarding the Transportation Master Plan Update be received and supported. Carried

13. Correspondence/Information Items:

13.1 Delegation of Powers & Duties Report

**Resolution Number 2020-318**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That Correspondence/Information Item 13.1, Delegation of Powers & Duties Report regarding a livestock claim be received. Carried

14. Accounts: None

15. Notices of Motion: None

16. Announcements: None

17. Closed Session: None

18. Rise from Closed Session with or without a Report: N/A

19. Confirming By-law - By-law 2020-51

**Resolution Number 2020-319**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That By-law Number 2020-51, being a By-law to confirm the proceedings of the Regular Electronic Meeting of Council, held on the 1st day of September, 2020, be passed in open Council and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

20. Adjournment

**Resolution Number 2020-320**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That this meeting adjourn at 6:53 p.m.

Carried

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Mayor, J. Murray Jones

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Deputy Clerk, Martina Chait-Hartwig

This memo has been created in response to potential concerns regarding “backlog” or otherwise delays that may be perceived in the Building Department regarding permit issuance.

COVID-19 caused unprecedented changes to the construction industry, many effects of which are still unseen as we continue to move forward.

In mid march, 2020, the municipality made the decision, with guidance from the Province and Health Unit, to suspend normal operations of the Municipal Office by declaring a State of Emergency. As we prepared to wander into an unknown future regarding the severity of the spread of the coronavirus, various public information packets were distributed to advise our stakeholders of what changes they would need to expect and anticipate.

On March 18<sup>th</sup>, a memo was made public from the Building Department, outlining the suspension of building permit issuance and delays in other services as the Building Department was deemed a “non-essential” service, with the exception of emergency related powers due to building collapse. The tail end of this memo, a statement regarding delays was also published:

“It is anticipated that a significant backlog will occur when services resume to normal and we appreciate your patience while we respond to service requests.”

During the months of March and April, no non-essential permit applications were technically received, although some customers attempted to make application, all applicants were advised that they would need to hold their application until such time as the provincial restrictions were lifted. One permit for a restaurant was issued, and replacement sewage systems were also issued.

On May 19<sup>th</sup>, 2020, the provincial moratorium which has been in place for over two months was finally lifted, opening the “floodgates” of permit applications. However, the processing of applications was slow because many applications were piecemealed, missing information, not conforming to applicable law requirements etc. With staff working from home, it was difficult to correspond with customers, many of whom had high expectations of service being “back to normal”.

During March-June, I, like many others in our office and greater community had additional personal obligations hoisted upon me due to the pandemic. Being the primary person of expertise in the department, the bulk of the service requests needed to be answered by me with support from other staff members and other agencies. During the course of these months, I received a plethora of praise from ratepayers and contractors during our interactions, often thanking me for the speediness of replies, or the quality of the information received.



In July, my children were able to go to a fulltime home daycare, which afforded me the opportunity (when feasible with our safety plans) to return to the office on a quasi-fulltime basis. I continued to work through the backlog of applications, handling an unusually high volume of inquiries and building permit applications (given the circumstances). I found that many people wanted to pretend that things were back to normal, but in reality, it was and is, far from normal. While the Building Department staff continue to provide a high level of service to our customers, it has been brought to my attention there are a vocal few which have raised concern with members of Council about the level of service they have received.

In many of the circumstances brought to my attention, the individuals in question were submitting incomplete applications, often missing applicable law requirements, or even basics of sufficient information on their drawings. The number of permits that have been issued this year compared to the last two years is down, although the month of August we issued 21 building permits and 10 septic permits, which is about 60% higher than average. During the course of this year, the majority of the projects we have been involved in have been homeowner driven, which has caused a significant spike in service volume. I dislike the term "hand holding", but in reality, many of our applicants look to the Building Department for advice and information, far beyond our statutory duties or abilities. Due to the fact that we cannot give advice, it often takes repeat requests for the homeowner applicant to gather the answers to their questions, as they often don't know how to ask the correct question to get the answer they desire.

I am happy to say that as of the date of this report, we are completely free of permit applications, having issued all permits that can be issued. We presently have a queue of 2 permits, both of which have been responded to with requests for additional information.

When members of Council are presented with a customer, ratepayer, contractor or other stakeholder whom are representing that they have not been receiving adequate service, it would be suggested that the Council member relay to the Customer that they should follow traditional support channels (contact the Department Manager), and if they desire the elevate their service request, then the customer should contact the CAO. Members of Council should not attempt to liaise for the customer following direction under the Council/Staff relations policy, as this can cause confusion and create liability for the member of Council. It has been unfortunate that I have received some of this information from third parties who then reach out to me to provide them with more information regarding the nature of the situation. This causes unnecessary delays and confusion regarding the service request.

At no time during the course of this pandemic has the municipality ever been in breach of our statutory obligations regarding the timelines of issuing permits or conducting inspections and we continue to strive to provide exemplary service to all.

**Recommendation:**

That the Building Department-2020-08 Memo, dated September 3, 2020 regarding Building Department Update be received for information.

**Overview:**

At the June 30, 2020 Special Council Meeting a report was presented and approved by Council for the purchase of a 2021 International snow plow truck to replace the 2005 Sterling snow plow truck. The new vehicle has been received leaving the 2005 Sterling snow plow truck surplus to the Public Works Department and therefore staff would like to begin the process to sell the 2005 truck as soon as possible in an effort to obtain the best value for the unit before the winter season. Notice was circulated to other Township departments and none were able to find a use for the vehicle.

**Conclusion:**

As per the Procurement Policy No. F2, to declare the 2005 Sterling Snow Plow Truck surplus to the Public Works Department and offer the 2005 Sterling Snow Plow Truck up for auction by means of Govdeals.

**Recommendation:**

That the Public Works-2020-18 report, dated September 7, 2020, regarding the Sale of Surplus Equipment be received and that Council declares the 2005 Sterling Snow Plow Truck surplus to the Public works Department; and further directs the Public Works Manager to proceed with the sale of the unit by form of auction using Govdeals.

**Financial Impact: N/A**

**Strategic Plan Applicability: N/A**

**Sustainability Plan Applicability: N/A**

**Overview:**

At the Special Council meeting held on August 24<sup>th</sup>, 2020, Council passed the following Resolution:

**Resolution Number 2020-294**Moved By: Councillor WatsonSeconded  
By: Councillor Landsmann

That the final draft Service Delivery Report, dated August 24, 2020, be received and approved and the following actions be approved:

- That a Service Delivery Implementation Committee Terms of Reference be approved for Council to volunteer and requested to work with the Management Team to prepare an implementation plan;
- That an implementation plan be presented to Council for review and approval;
- That the final draft Service Delivery Report be sent to the Ministry of Municipal Affairs and Housing no later than August 31, 2020 as per the Agreement for Municipal Modernization Funding Program;
- That the Final Service Delivery and Organizational Report be posted on the Township website no later than September 18, 2020 as per the Agreement for Municipal Modernization Funding Program. Carried

In response to this Resolution, staff have drafted Terms of Reference for both a HR Committee and a Service Delivery Implementation Committee which are attached to this report for Council's review.

**Conclusion:**

These two Committees were strongly recommended by the Service Delivery and Organizational Review consultants. The HR Committee is recommended to be made up of all Council members, where as the implementation Committee is staff based with a Council appointee. Both of the Committees will report to Council and all minutes containing recommendations will need to be approved by Council along with any requests for resources such as training, budget or guest speakers.

**Recommendation:**

That the C.A.O.-2020-47 report, dated September 4, 2020 regarding the Terms of Reference for the HR Committee and the Service Delivery Review Implementation Committee be received and approved and further that Council appoint a member to sit on the Implementation Committee and that staff bring back a list of staff volunteers for Council approval.

**Financial Impact:** None at this time but both Committees will create the need for additional staff time and may bring requests for resources to Council in the future.

**Strategic Plan Applicability:** None

**Sustainability Plan Applicability:** None

## **Township of Douro-Dummer Human Resources Committee Terms of Reference**

### **1. Purpose and Functions**

The Committee will be responsible for providing guidance to the Administration respecting a wide range of human resource related issues as well as recommending the HR initiatives to Council:

- Staffing changes arising from proposed alternative service delivery proposals which may include both Organizational changes as well as Change management initiatives
- Workplace Health and Safety policies
- Various corporate human resource policies
- Market and internal compensation reviews, and related implementation strategies
- Corporate employee benefit programs as well as employee assistance programs (EAP's)
- Employee and labour relations matters, including collective bargaining (as applicable)
- Performance excellence and employee recognition programs
- Legislative and regulatory advice/compliance which impacts the employees, contractors and others in the corporation
- Job evaluation system results
- Staffing and organizational design
- Staff training and development initiatives
- Employee retention and succession planning initiatives
- Any other items referred to the Human Resources Committee by Council

### **3. Committee Membership**

- 3.1 Committee membership shall comprise of all members of Council
- 3.2 A quorum shall be comprised of 3 of the members
- 3.3 If there is no quorum of the Committee present within thirty (30) minutes of the scheduled start of the meeting, the Chair will:

- Record the names of the members present and those absent, and;
- Conclude the meeting until the next scheduled meeting or the Chair may call for a Special Committee meeting.

#### **4. Officers**

- 4.1 At its first meeting of each year, the Committee shall elect from their members a Chair who shall hold office for a period of one year and is eligible for re-election.
- 4.2 The Chair is responsible for ensuring the effective operation of the Committee. Specific duties of the Chair include, but are not limited to:
  - a) calling meetings to order;
  - b) conducting Committee business in accordance with these Terms of Reference and the Township's Procedural By-Law;
  - c) maintaining regular communications with appropriate Township staff;
  - d) acting as spokesperson and representing the Committee when necessary.
- 4.3 The Committee shall elect from their members a Vice-Chair who shall have all the powers and duties of the Chair when the Chair is absent or otherwise unable to act, and who shall hold office for a period of one year the term and is eligible for re-election.
- 4.4 The Township Clerk or their designate shall be the secretary to the Committee, who shall:
  - a) administer correspondence of the Committee;
  - b) in consultation with the Chair, produce and circulate an agenda as per the Township of Douro-Dummer Procedural By-law;
  - c) record minutes of every meeting of the Committee.

#### **5. Remuneration**

No additional remuneration shall be given for sitting on the Committee.

#### **6. Conflict of Interest**

As outlined in the Municipal Conflict of Interest Act, as amended, where a member has any pecuniary interest, direct or indirect, in any matter and is present at a meeting in which the matter is being considered, the member shall:

- a) prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- b) not take part in any discussion of, or vote on any question in respect of the matter;

- c) not attempt in way whether before, during or after the meeting to influence the voting on any such question; and
- d) leave the meeting or the part of the meeting during which the matter is under consideration

## **7. Committee Meetings**

- 7.1 Meetings shall be scheduled at the call of the Chair.
- 7.2 All committee meetings shall be open to the public. A meeting or part of a meeting may be closed to the public only as specifically permitted by, and in accordance with, the Municipal Act, 2001.
- 7.3 Will meet at a minimum quarterly, or more frequently as discussed and agreed upon by the Committee. If it is not necessary to meet this often or, if it is necessary to meet more frequently, meetings will be held at the call of the Chair.
- 7.4 Meetings will last no longer than two (2) hours except under extraordinary circumstances.
- 7.5 Meetings will follow a written agenda and minutes will be kept which accurately reflect the recommendations of the Committee.

## **8. Amendments**

- 8.1 Amendments to the Terms of Reference can only be made by Council.
- 8.2 If the Committee wishes to review the Terms of Reference they may do so at any time and make recommendations to Council regarding amendments.



# **Township of Douro-Dummer Service Delivery Review Implementation Committee Terms of Reference**

## **1. Purpose and Functions**

The purpose of the Committee is to discuss, provide comments, advice and make recommendations to Council to assist in steering staff with the directions of the Service Delivery Review.

The following will be under discussion and for review of the deliverables to be obtained by the Committee;

- Review and discuss service delivery recommendations and look into any areas that the Committee and/or Council is not satisfied with.
- Develop/ approve Service Delivery Project Status Update Reports to be provided to Council.
- Assist in change management strategies to support new changes and the effects to the organization, and associates of the Township and work in partnership with HR Committee and others on change management strategies.
- Monitor and assist in the implementation the service delivery review deliverables set out by the consultants and approved by Council and ensure timelines are being met.
- The Committee has no ability to make changes regarding the allocation of budget without consulting the Township Treasurer or designate in advance, prior to making recommendations for Council's consideration.

## **2. Committee Membership**

2.1 This Committee is a working Committee and will be on a voluntary basis. The Committee will consist of the following members:

Township CAO  
Township Clerk  
One (1) – member of Council  
Two (2) – members of senior management team  
Two (2) – members of non-management staff team  
Any future Project Manager who may be added to the staff complement

A Council representative will be determined by Council. Members will be voted by Council on an annual basis.

### **3. Authority of the Committee & Available Resources to the Committee**

- 3.1 The Committee is a Working Committee and does not have any delegated authority.
- 3.2 Resources available to the Committee;
  - 3.2.1 Copies of the service delivery report – electronic version available
  - 3.2.2 Zoom – Committee members will have access to use the Townships Zoom account for the purposes of meeting. Permission must be given by the Townships Zoom Administrator for additional Committee uses
  - 3.2.3 Township Office Meeting Rooms – rooms will be available for in person meeting if required – rooms must be scheduled and approved by township staff in advance

### **4. Officers**

- 4.1 The Chair of the Committee shall be the member of Council appointed to the Committee.
- 4.2 The Chair is responsible for ensuring the effective operation of the Committee. Specific duties of the Chair include, but are not limited to:
  - a) calling meetings to order;
  - b) conducting Committee business in accordance with these Terms of Reference and the Township's Procedural By-Law;
  - c) maintaining regular communications with appropriate Township staff;
  - d) acting as spokesperson and representing the Committee when necessary.
- 4.3 The Committee shall elect from their members a Vice-Chair who shall have all the powers and duties of the Chair when the Chair is absent or otherwise unable to act, and who shall hold office for a period of one year the term and is eligible for re-election.
- 4.4 The Township Clerk or their designate shall be the secretary to the Committee, who shall:
  - a) administer correspondence of the Committee;
  - b) in consultation with the Chair, produce and circulate an agenda as per the Township of Douro-Dummer Procedural By-law;

- c) record minutes of every meeting of the Committee.

## **5. Remuneration**

- 5.1 No additional remuneration shall be given for sitting on the Committee.

## **6. Conflict of Interest**

As outlined in the Municipal Conflict of Interest Act, as amended, where a Council member has any pecuniary interest, direct or indirect, in any matter and is present at a meeting in which the matter is being considered, the member shall:

- a) prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- b) not take part in any discussion of, or vote on any question in respect of the matter;
- c) not attempt in way whether before, during or after the meeting to influence the voting on any such question; and
- d) leave the meeting or the part of the meeting during which the matter is under consideration

## **7. Committee Meetings**

- 7.1 Meetings shall be scheduled at the call of the Chair a minimum of once a quarter.
- 7.2 A quorum is required for a meeting to be held.
- 7.3 Additional meetings shall be scheduled on an as needed basis at the call of the Chair.

## **8. Amendments**

- 8.1 Amendments to the Terms of Reference can only be made by Council.
- 8.2 If the Committee wishes to review the Terms of Reference they may do so at any time and make recommendations to Council regarding proposed amendments.

**Overview:**

Staff have been approached by a local resident regarding the boat launch and the dock located adjacent to Warsaw United Church at 925 Water Street. This resident has placed an offer to purchase on the church. As part of the sale the resident would like to work with the Township to ensure that the public can still use the dock and the boat launch once the sale is complete

**Conclusion:**

The Church Board and the Township have operated on a hand shake deal for as long as anyone can remember to allow the public to use the area for access to the river. The Township build the existing dock and it is unclear who installed the existing boat ramp. The Township has completed occasional maintenance along with waste collection and providing a port-a-potty for public use at the site. The new owner would like to allow the public to continue to have access but they are rightfully concerned about liability and their ability to insure the property. In this regard they are requesting that the Township enter into a lease agreement with them for the lands and that the Township would cover the liability for the lands accessible to the public through the Township insurance policy.

Staff have reach out to our legal team regarding this prospective arrangement. In response our legal team are able to drafted a lease agreement that would protect the Township, allow the public to use the lands and provide liability coverage to the future owner. The future owner would like the Township to pay a lease fee to help offset the taxes that will be collected on the property once it is transfer out of the Church's name along with the higher than normal insurance costs that the owner will carry for the future because of the proposed public access. The future owner has suggested that the yearly lease cost be \$6000.00 a year for the first five years of the agreement. The lease will also need to address items such as first right of refusal should the future owner wish to sell the Township would have first right of refusal on the property. It would also outline timelines for renewal, maintenance expectations and a site plan of the exact lands in question.

Staff have also reach out to our insurance provider to inquire as to the possibility of adding the lands to our general liability policy. They state the following "There would be no additional premium for taking this on, the only impact would be if your loss ratio increases as this would impact your premiums in the future". As the Township would have a firm agreement with the future owner instead of the existing handshake deal, we would be able to add this property and it's infrastructure (the dock and boat launch) into our maintenance schedule and budget for ongoing operations. This would also assist the Township with liability issues as maintenance would be regular and deliberate instead of piecemeal as it is today.

**Recommendation:**

That the C.A.O.-2020-48 report, dated September 4, 2020 regarding the boat launch and dock adjacent to the Warsaw United Church be received and that Council provide direction to staff on whether to negotiate a lease agreement with the prospective purchaser and bring it back to Council for approval as soon the lease is ready.

**Financial Impact:**

There is the one-time cost of having the lease drafted at approximately \$1500.00 and it would also need to be registered on title which is approximately \$400.00. The ongoing cost should this agreement be put into place would be \$6000.00 a year in lease fees and the allocating of an annual budget for maintenance. The cost of the waste pick-up by staff and the port-a-potty are already part of the Township's operating budget.

**Strategic Plan Applicability:**

**Sustainability Plan Applicability:**

**Overview:**

This is the time of the year when staff begin to turn their attention to planning the Remembrance Day Ceremony. In thinking through how that event could take place, staff also began to consider the Santa Clause Parade and if it can take place in 2020. The planning of the Douro-Dummer Remembrance Day Ceremony and Santa Claus Parade must consider the implications and restrictions imposed by COVID-19 this year. The constituency office of the Member of Parliament of Peterborough of Peterborough-Kawarthas, Peterborough Public Health and the Office of the Fire Marshall and Emergency Management Ontario were contacted to help determine areas of concern regarding the events.

While no emergency orders were found that would force the cancellation of the events, there are a number of concerns involved with both. Of note are points received from Peterborough Public Health:

- Outdoor gatherings of up to 100 people are permitted
- Physical distancing, even outdoors or if spectators attend in a vehicle, is required
  - Pinch-points must be addressed to avoid forcing people together
- Those over 70 years of age are encouraged to self-isolate and avoid crowds
- Serving of buffet-style food is not permitted
- Handing out of candy along the parade route is not permitted
- Shared microphones maybe problematic - "any equipment that is rented to, provided to or provided for the use of members of the public must be cleaned and disinfected as frequently as is necessary to maintain a sanitary condition"
- An impermeable barrier must be erected between musicians and the audience for live music

**Conclusion:**

Based on the above notes, numerous challenges are presented for both events, these include, but are not limited to:

- Remembrance Day Ceremony organization would need to include additional safety protocols for individuals (both attendees and participants) with existing health conditions and those over 70 years of age.
- The Remembrance Day Ceremony cannot include the community luncheon typically served after the ceremony.
- At this time the schools have not yet been contacted, but the inclusion of student attendees may push the total event attendance over 100 people.
- The Santa Claus Parade attracts well over 100 people.
- There are many pinch points throughout the Santa Claus Parade route and the Tree Lighting area.
- Alternative arrangements for children to meet Santa Claus would need to be created to avoid pinch points, contact and the touching of shared surfaces.

- Hot chocolate and cookies could not be served from the windows as in previous years.

To run the events, staff and community volunteers will need extra time and (possibly extra) resources to work around the challenges posed by the events.

**Recommendation:**

That the C.A.O.-2020-50 report, dated September 8, 2020, regarding Remembrance Day and Santa Claus Parade During COVID-19 be received and that Council advise staff if and how to proceed with Remembrance Day and Santa Claus Parade planning this year.

**Financial Impact:**

Additional staff time to prepare and implement solutions to challenges and COVID-19 related expenses including personal protective equipment and cleaning/disinfecting solutions.

**Strategic Plan Applicability:** n/a

**Sustainability Plan Applicability:** n/a

**Ministry of Agriculture,  
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor  
Toronto, Ontario M7A 1B3  
Tel: 416-326-3074  
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de  
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél. : 416 326-3074  
www.ontario.ca/MAAARO



August 31, 2020

Ms. Martina Chait  
Acting CAO  
Township of Douro–Dummer  
MartinaC@dourodummer.on.ca

Dear Ms. Chait:

Over the past 2 years, our government has heard from farmers, municipalities and the broader agriculture community about the threat of on-farm trespass activities. We have heard that farmers are worried for their own safety, the safety of their families, their employees as well as the safety of their animals.

We listened to your concerns, and back in December 2019, I was honoured to introduce the [Security from Trespass and Protecting Food Safety Act, 2020](#) and to act on our government's commitment to protect farmers, agri-food businesses, farm animals and our food supply from the risks of trespass activities. The Act received Royal Assent on June 18, 2020.

I appreciate the strong support that I have received from our stakeholder partners, like you, on such an important piece of legislation. The COVID-19 outbreak has shown us now more than ever, how important it is to have a steady, reliable food supply and to protect the health and safety of the agri-food workers who help feed us.

As you may be aware, we have recently seen a public safety situation grow more urgent. Earlier this summer a demonstrator tragically died outside a meat processing plant. Since then, we have seen heightened tensions leading to greater risks for everyone involved. This has created a significant public safety concern that must be addressed to ensure everyone's safety.

As a result, I am announcing today a partial proclamation of the [Security from Trespass and Protecting Food Safety Act, 2020](#) that will come into effect on Wednesday September 2, 2020 at 12:01AM to address these immediate public safety concerns.

.../2



Good things grow in Ontario  
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2  
Bureau principal du ministère: 1 Stone Road West, Guelph (Ontario) N1G 4Y2



We are proclaiming sections 6(1), 7, 14(1)[3] and 15(1) of the Act, making it an offence to stop, hinder, obstruct or otherwise interfere with a motor vehicle transporting farm animals.

Regulation 950 under the [Provincial Offences Act \(POA\)](#) is also being amended so that tickets can be issued under Part I of the POA for a contravention of section 6(1) of the Act. This approach will allow for more immediate use of the relevant provisions to address the obstruction of motor vehicles transporting farm animals.

I am also pleased to inform you that a [Discussion Paper](#) has been posted on the regulatory registry, outlining the ministry's proposed approach for the regulatory items that are needed to make the rest of the Act come into force. It will be posted for public comment for 45 days, closing on October 15, 2020. Comments can also be sent directly by email to [SecurityFromTrespass.OMAFRA@ontario.ca](mailto:SecurityFromTrespass.OMAFRA@ontario.ca).

I understand the importance and urgency of this Act to many across the sector. However, before the remaining sections can be proclaimed into force, a number of items must be prescribed via a regulation to operationalize the Act. These regulations are needed to ensure the act is clear, easily interpreted and fulfils its intended purposes. It is important that we take the time to hear from those impacted so we can take those comments into consideration in finalizing the regulation.

The remaining sections of the Act come into force upon proclamation by the Lieutenant Governor in Council. Once fully proclaimed into force, the Act will recognize the unique risks associated with trespassing on farms and at processing facilities.

I strongly encourage you to provide feedback and comments on this discussion paper. Your insights are valuable as we work to ensure the Minister's Regulation and the Act are fair and reasonable while also meeting the needs of industry. Your input is an important contribution to help shape the content and design of the Minister's Regulation.

Again, thank you for your support. I look forward to working with you to create a safe and healthy Ontario for all.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ernie Hardeman', with a stylized flourish at the end.

Ernie Hardeman  
Minister of Agriculture, Food and Rural Affairs

# *Community Focus Bulletin:*

## *Creating Community Conversations*



Prepared by Merriam & Associates

No. 2 – 2020

### ***Our Planning Philosophy:***

The Seventh Generation Principle takes its name from the Great Law of the Haudenosaunee, the founding document of the Iroquois Confederacy, the oldest living participatory democracy on Earth. It is based on an ancient Iroquois philosophy that:

*“In our every deliberation, we must consider the impact of our decisions on the next seven generations.”*

## **City-wide Transportation Master Plan: Your input is needed**

The information is online at <https://www.peterborough.ca/en/news/city-wide-transportation-master-plan.aspx>.

The City of Peterborough has announced it will be conducting a comprehensive review and update of the City-wide Transportation Master Plan. The project will begin in September 2020 and is anticipated to be completed by December 2021.

The goals of the Transportation Master Plan are to:

- Develop a transportation system that supports active transportation, transit, transit demand management and integrate with land use planning to support the growth and economic prosperity of the City;
- Provide connections between the City, regional and provincial transportation systems; Encourage the use of sustainable modes of travel to contribute to healthier communities, active lifestyles, safer streets, and reduced pollution; and
- Support movement of people and goods through an efficient, integrated and multi-modal system that meets the needs of all people.

The City’s press release states: “Public input is essential to the Transportation Master Plan and there will be several consultation and engagement activities hosted to collect feedback and input. Residents, stakeholders, businesses and decision-makers will have an opportunity to shape the development of the plan. “

Public consultation and project progress updates over the course of the study will be available via the study webpage: [www.connectptbo.ca/moveptbo](http://www.connectptbo.ca/moveptbo). The public can also follow the City's social media for project updates and information.

"We want your input to shape this plan to make sure that it reflects the needs, opinions and interests of those who live, work and play within the City," said Councillor Don Vassiliadis, co-chair of the transportation portfolio.

The Transportation Master Plan will be conducted in accordance with the requirements of Phases 1 and 2 of the Municipal Class Environmental Assessment which is an approved process under the Environmental Assessment Act.

For additional information, members of the media are invited to contact the undersigned:

Vinod Soman  
Senior Project Manager-Transportation  
City of Peterborough  
[MovePTBO@peterborough.ca](mailto:MovePTBO@peterborough.ca)

Sharron Hayton  
Customer Service Coordinator  
Communication Services Division  
City of Peterborough  
500 George Street North  
Peterborough, ON K9H 3R9  
705-742-7777 ext 1868  
Toll-free: 1-855-738-3755  
Cell: 705-872-8404  
[shayton@peterborough.ca](mailto:shayton@peterborough.ca)  
[www.peterborough.ca](http://www.peterborough.ca)

## How this plan can benefit from previous community consultations/plans that support the need for a transportation system for a healthier community

### 1. The city's draft Official Plan released in 2019 states:

- Successful communities are supported by planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, cyclists, transit users and motorists, foster social interaction and facilitate community connectivity.
- The development of the City's transportation system shall be directed to achieve the following objectives:
  - To develop, support and maintain a convenient, accessible, affordable and integrated transportation system that incorporates and accommodates **active transportation**, public transit and vehicular traffic;
  - To encourage the use and development of all modes of transportation, considering such factors as land use, economics, growth and urban form, economic development, affordability and energy conservation, to provide access to services and facilities throughout the City;
  - To plan for a more balanced transportation system which supports and encourages the increased use of public transit, cycling and pedestrian facilities;
  - To have regard for the overall quality of life of all City residents in the provision of transportation services and facilities;
  - To provide a transportation system with appropriate connections between City, regional and provincial transportation systems; and,
  - To implement a transportation system that includes the management of transportation demand within the City, through the application of appropriate, selective Transportation Demand Management (TDM) measures in order to affect how, when and by what mode travel is conducted within the City.
- The City's transportation system will be planned to:
  - Be safe, energy efficient and fully accessible;
  - Offer a balance of transportation choices that reduces reliance upon any single mode and promotes transit and active transportation;
  - Provide connectivity among transportation modes for moving people and goods; and,
  - Address future projected needs within the City in consultation with the County of Peterborough, neighbouring municipalities and other levels of government.
- In terms of Active Transportation this Plan requires that:

- All development contribute to the creation of a 4-season walkable and connected community with multiple destinations within walking or cycling distance of all residents.
- Sidewalks, bike lanes and multi-use trails will connect to the street network and to community amenities and will ensure that corridors between key destinations are fully accessible and support active transportation. The winter maintenance of active transportation facilities will be an important consideration, particularly along routes that connect pedestrians to key destinations such as schools.
- Active transportation routes, such as sidewalks, bike lanes and multi-use trails, will include streetscaping elements that promote pedestrian and cyclist comfort and safety, and are designed to enhance accessibility for all residents, in compliance with the Accessibility for Ontarians with Disabilities Act.

## **2. Age Friendly Peterborough: 2017 Community Action Plan called for:**

### **1. Affordable and flexible rural transportation options**

Rural transportation options help older adults access services, and take part in social activities, supporting them to remain in their community of choice as they age.

### **2. Improved public transit in the City of Peterborough**

Reliable, affordable, accessible, and convenient public transit systems increase older adults' mobility and ability to travel independently in the community.

### **3. A safe and well-maintained road network**

Well-maintained roads with enhanced safety features can support older adults to travel safely and confidently throughout the region.

### **4. A safe, well-maintained, and connected active transportation network**

Active transportation infrastructure supports people to remain active as they age.

### **5. Adequate, accessible parking**

Accessible parking can enable older adults to complete daily tasks, run errands, and easily access services.

### **6. Complete community design**

Communities that include a mix of housing, services, and recreation spaces support older adults to remain in their community of choice as they age. Specifically the plan called for the municipality(s) to:

- Support the creation of enhanced traffic study requirements for subdivision approval processes that address multi-modal transportation.
- Support the co-location of health and social services in integrated community hubs as feasible.

- Advocate for policies that encourage the development of new housing in complete communities that provide for essential services within a 10 minute walk.
- Advocate for the adoption of higher greenfield density targets for serviced settlement areas than currently exist in order to enable the building of complete communities.

**3. Sustainable Peterborough's Community Plan** completed in 2012 identified Transportation as one of the 11 theme areas to build and maintain a sustainable community. It's goal was identified as:

"We will have an accessible transportation network that places priority on active and efficient modes of transportation."

Its' strategic directions for transportation were:

- provide accessible and complete active transportation opportunities that are attractive alternatives to the private automobile.
- Enhance public transportation that is accessible, affordable, efficient, and effective to support the needs of the community.

**4. City of Peterborough's Community Well-Being Plan in 2019** identified Transportation as one of seven themes for well-being. Specifically the plan stated:

**"All residents can get around their community by walking, riding, driving or public transit."**

Further, participants identified:

- Active use of side-walks, bike lanes, and trails (increased/in good repair) is seen as environmentally friendly and promotes a healthy, active lifestyle vs. overuse of cars.
- Public transportation (transit) also valued as it supports youth, students, seniors, those with accessibility needs, and ensures community members can actively participate in community life.
- Improvements recommended include more buses and more / improved routes (i.e. with access to popular destinations). Transportation equity needed for accessibility improvements and more options in rural areas.
- Some community ideas:
  - ✓ • Transportation – affordable and accessible
  - ✓ • Active transportation
  - ✓ • Walking infrastructure (snow removal and lighting etc.)
  - ✓ • Cycling infrastructure
  - ✓ • County transit

**Questions to pose in developing a Transportation Master Plan:**

1. Will this plan identify how a regional bus and train system will be reinstated?
2. How will this support the need to stop urban sprawl?

3. Will there be commitment from municipal government to take innovative steps in developing a plan for heated sidewalks by partnering with the private sector?

For more information about our Community Focus Bulletins or to view past editions go to

<http://www.merriam-associates.com/contact-us>

Or email Dawn Berry Merriam at [dawnbm@merriam-associates.com](mailto:dawnbm@merriam-associates.com)

or John Merriam at [john@merriam-associates.com](mailto:john@merriam-associates.com)

or call 705-743-8050.

September, 2020

**The Corporation of the Township of Douro-Dummer**

**By-law Number 2020 – 52**

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Being a By-law of The Corporation of the Township of  
Douro-Dummer to confirm the proceedings of the  
Regular Electronic meeting of Council held on the 15th day of September, 2020.

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**The Municipal Council of the Corporation of the Township of Douro-Dummer Enacts as follows:**

1. **That** the action of the Council at its regular electronic meeting held on September 15, 2020 in respect to each motion, resolution, and other action passed and taken by the Council at its said meeting is, except where prior approval of the Local Planning Appeal Tribunal is required, hereby approved, ratified, and confirmed.
2. **That** the Mayor and the proper officers of the Township are hereby authorized to do all things necessary to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 15th day of September, 2020.

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Mayor, J. Murray Jones

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Deputy Clerk, Martina Chait-Hartwig