

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

**December 5, 2023, 5:00 PM
Council Chambers in the Municipal Building**

Member Present: **Mayor Heather Watson**
 Deputy Mayor Harold Nelson
 Councillor Thomas Watt
 Councillor Adam Vervoort
 Councillor Ray Johnston

Staff Present: **CAO - Elana Arthurs**
 Clerk - Martina Chait-Hartwig
 Interim Treasurer - Paul Creamer
 Planner - Christina Coulter
 Manager of Public Works - Jake Condon
 Fire Chief - Chuck Pedersen

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:01 p.m.

2. Land Acknowledgement

The Mayor recited the Land Acknowledgement.

3. Moment of Silent Reflection

Council observed a moment of silent reflection.

4. Disclosure of Pecuniary Interest:

The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. Councillor Johnston declared a pecuniary interest with item 8.1 as he is a member of the Warsaw and District Lions Club.

5. Adoption of Agenda: December 5, 2023

Resolution Number 383-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Watt

That the agenda for the Regular Council Meeting, dated December 5, 2023, be adopted, as circulated. Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Special Council Meeting Minutes - November 14, 2023

6.2 Regular Council Meeting Minutes - November 21, 2023

Resolution Number 384-2023

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Minutes from the Special Council meeting held on November 14, 2023 and the Regular Council meeting held on November 21, 2023 be received and approved. Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate

7.1 Township of Selwyn - Committee of Adjustment - A-36-23 Notice of Public Hearing for Minor Variance Application

7.2 Municipal Appraisal Form (MAF) for Severance B-100-23

7.3 Peterborough County Council Minutes - November 1, 2023

Resolution Number 385-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the Consent Agenda for December 5, 2023 be received. Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Gary Dunford, Warsaw and District Lions Club - Request to have Fees Waived for Room Rental

Councillor Johnston left the Council Chambers from 5:04 p.m. to 5:06 p.m., and took no part in the discussion or the vote regarding item 8.1.

Mr. Dunford was not in attendance.

Resolution Number 386-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the request to have the fees waived for the rental of the Town Hall on December 14th, 2023 for the Warsaw and District Lions Club be approved.

Carried

9. Public Comment Period - No Debate or Decision

9.1 No Registrations Received

10. Staff Reports

10.1 Report and Capital Project Status

Resolution Number 387-2023

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Report and Capital Status document be received.

Carried

10.2 Fire Dispatch Agreement, Fire Chief-2023-10

Resolution Number 388-2023

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the report, dated December 5th 2023, regarding the Fire Dispatch Agreement be received and that Council of the Township of Douro-Dummer pass a By-law at the appropriate time during the meeting to authorize the signing of the agreement.

Carried

10.3 2024 Budget Update as of December 5th, 2023, Treasurer-2023-24

Resolution Number 389-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the report, dated December 5, 2023, regarding the 2024 Budget Update as of December 5th be received; and

That Council instruct staff to prepare the final budget document for the December 19th, 2023 Council meeting including the amendments outlined in this report. Carried

10.4 Draft Community Grant Policy, Treasurer-2023-26

Resolution Number 390-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report, dated December 5, 2023 regarding the Draft Community Grant Policy be received, and that a finalized version be brought to Council on December 19, 2023 for approval based on Council feedback.

Carried

11. Committee Minutes and Other Reports:

11.1 Public Library Board Minutes - October 10, 2023

11.2 Events Committee Meeting Minutes - November 6, 2023

11.3 Events Committee Meeting Minutes - November 20, 2023

Resolution Number 391-2023

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the minutes from the Public Library Board meeting held on October 10, 2023 be received, and that the minutes from the Events Committee meetings held on November 6, 2023 and November 20, 2023 be received and approved with thanks. Carried

11.4 Verbal Report - Television Road and County Road 4

Resolution Number 392-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That a letter be sent to the City of Peterborough, County of Peterborough and the Township of Otonabee-South Monaghan to request a meeting to discuss safety concerns and intersection improvement. Carried

12. Correspondence – Action Items:

12.1 Town of Aylmer - Resolution requesting Provincial consideration for amendments to the Residential Tenancies Act

Resolution Number 393-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the Resolution requesting Provincial consideration for amendments to the Residential Tenancies Act from the Town of Aylmer be received.

Carried

12.2 Coleman Township - Letter of Support Conservation Officer Reclassification

Motion

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That the Letter of Support Conservation for Officer Reclassification from Coleman Township be received and supported. Defeated

Resolution Number 394-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the Letter of Support for Conservation Officer Reclassification from Coleman Township be received. Carried

12.3 Town of Amherstburg - Request for Cigarette Producer Responsibility of Cigarette Waste

Resolution Number 395-2023

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Request for Cigarette Producer Responsibility of Cigarette Waste from the Town of Amherstburg be received.

Carried

13. By-laws:

13.1 By-law 2023-54 - Authorize the signing of a Fire Communication Services Agreement

Resolution Number 396-2023

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That By-law 2023-54, Being a By-law to authorize the execution of an Agreement between the Corporation of the Township of Douro-Dummer, the Corporation of the Township of Asphodel-Norwood, the Corporation of the Township of Cavan-Monaghan, the Corporation of the Township of Trent Lakes, the Corporation of the Township of Havelock-Belmont-Methuen, the Corporation of the Township of North Kawartha, the Corporation of the Township of Otonabee-South Monaghan, the Corporation of the Township of Selwyn, the Corporation of the County of Peterborough and the Corporation of the City of Peterborough (Fire Department Communications Services Agreement), be passed, in open council this 5th day of December, 2023 and that the Mayor and the Clerk be directed to sign and affix the Corporate Seal thereto.

Carried

- 13.2 By-law 2023-55 - Appointment of Chief Building Official and repeal of By-laws 2021-54 and 2022-52

Resolution Number 397-2023

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That By-law 2023-55, Being a By-law to appoint of Chief Building Official and Repeal By-laws 2021-54 and 2022-52 be passed, in open council this 5th day of December, 2023 and that the Mayor and the Clerk be directed to sign and affix the Corporate Seal thereto. Carried

- 13.3 By-law 2023-56 - Prohibit and Regulate Certain Public Nuisances within the Township of Douro-Dummer

Resolution Number 398-2023

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That By-law 2023-56, Being a By-law to Prohibit and Regulate Certain Public Nuisances within the Township of Douro-Dummer, be passed, in open council this 5th day of December, 2023 and that the Mayor and the Clerk be directed to sign and affix the Corporate Seal thereto. Carried

- 13.4 By-law 2023-57 - Prohibit and Regulate Noise Within the Township of Douro-Dummer and to Repeal 2003-59

Resolution Number 399-2023

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That By-law 2023-57, Being a By-law to Prohibit and Regulate Noise Within the Township of Douro-Dummer and to Repeal 2003-59, be passed, in open council this 5th day of December, 2023 and that the Mayor and the Clerk be directed to sign and affix the Corporate Seal thereto. Carried

14. Reports derived from previous Notice of Motions: None

15. Notices of Motion - No Debate: None

16. Announcements:

Mayor Watson congratulated Vanessa Sweeting, Senior Administrative Assistant, on her accomplishment of her completing her AMCTO Municipal Administration Diploma and being on the academic honor roll.

Councillor Johnston thanked everyone who helped out with the Santa Claus Parade.

17. Closed Session: None

18. Rise from Closed Session with or without a Report: None

19. Matters Arising from Closed Session: None

20. Confirming By-law: 2023-58

Resolution Number 400-2023

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That By-law Number 2023-58, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 5th day of December, 2023, be passed in open Council and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

21. Next Meeting

Committee of the Whole Meeting – December 12, 2023

Regular Council Meeting – December 19, 2023

22. Adjournment

Resolution Number 401-2023

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That this meeting adjourn at 5:59 p.m. Carried

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig