

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

**February 18, 2025, 5:00 PM  
Council Chambers in the Municipal Building**

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

**Member Absent: Councillor Adam Vervoort**

**Staff Present: C.A.O. - Todd Davis  
Clerk - Deputy C.A.O. - Martina Chait-Hartwig  
Treasurer - Paul Creamer  
Fire Chief - Chuck Pedersen  
CBO - Don Helleman  
Manager of Recreation Facilities - Mike Mood  
Manager of Public Works - Jake Condon  
Library CEO – Maggie Pearson**

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:00 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. None were declared.

5. Adoption of Agenda: February 18, 2025

**Resolution Number 042-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the agenda for the Regular Council Meeting, dated February 18, 2025, be adopted, as circulated.

Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Regular Meeting Minutes - February 4, 2025

**Resolution Number 043-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That the Regular Council Meeting Minutes from February 18, 2025, be received and approved.

Carried

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

7.1 County of Peterborough Council Meeting Minutes - January 22, 2025

7.2 County of Peterborough - Notice of Public Open House and Public Meeting for Modifications to the Adopted Official Plan

**Resolution Number 044-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Watt

The Consent Agenda item 7.1 for February 18, 2025, be received and item 7.2 be held until Section 12 – Correspondence – Action Items.

Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Public Meeting - Zoning By-law Amendment File R-14-24 (Huycke) Public Meeting Report, Planning-2025-03

Property Address:

1006 Stony Lake-Island 35,  
Plan 6, Part Block A and Plan 7, Part Lot 3 (Dummer Ward)  
Parts 2 and 3, Plan 45R-14724  
Roll No. 1522-020-005-7320

**Resolution Number 045-2025**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Public Meeting regarding the Zoning By-law Amendment File R-14-24 (Huycke) Public Meeting Report, Planning-2025-03 be declared open. (5:04 p.m.).

Carried

In attendance: Holly Richards-Conley, Agent, Black Point Construction Services

In-person Comments: None

Comments received:

- Enbridge Gas Inc.: No objections to the application.
- Otonabee Region Conservation Authority:  
The property is subject to a natural flooding hazard associated with Stony Lake (235.51 CGVD28). The site plan depicts the floodplain incorrectly at 235.58 CGVD 28 (above the floodplain 235.51 CGVD 28).

Otonabee Conservation mapping indicates that the proposed development is not located within the known natural flooding hazard. Therefore, it is the opinion of Otonabee Conservation that the application is consistent with Chapter 5 of the Provincial Planning Statement (PPS), referencing Natural Hazards.

Otonabee Conservation has reviewed this application through our mandated responsibility under Ontario Regulation 686/21. Based on

the information provided the proposed development will not create new or is proposing to aggravate existing hazards.

Otonabee Conservation mapping indicates that the lands are partially subject to Ontario Regulation 41/24 Otonabee Conservation's "Prohibited Activities, Exemptions and Permits" regulation. The proposed addition and septic are beyond our regulatory jurisdiction for the property and no permits are required by Otonabee Conservation.

It was determined that the subject property is not located within a vulnerable area that is subject to Trent Source Protection Plan (SPP) policies. Significant drinking water threats are not possible, and a Restricted Land Use Notice is not required.

Following the pre-consultation, correspondence was received on January 11, 2023 from Curve Lake First Nation (CLFN) stating that, based on the explanation of the proposed construction, there will be no soil disturbance and as such, no archaeology is required. However, if any archaeological resources are located, CLFN is to be contacted.

The application was circulated to Senior Staff on January 27, 2025. As of the writing of this Report, there were no concerns identified by Senior Staff. Carried

### **Resolution Number 046-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That the Public Meeting regarding the Zoning By-law Amendment File R-14-24 (Huycke) Public Meeting Report, Planning-2025-03 be declared closed. (5:14 p.m.) Carried

### **Resolution Number 047-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That Report, Planning-2025-03, dated February 18, 2025, regarding File R-14-24 (Huycke) be received; and

That Council receive all comments related to File R-14-24; and

That the By-law to enact the amendment be passed at the appropriate time in the meeting. Carried

9. Public Comment Period - No Debate or Decision

9.1 Registered Speakers List – Public Comment Period for February 18th, 2025

- Douro-Dummer Local Taxpayers, Name of Speaker Unknow – Items 10.5, 10.5.1 and 10.5.2 - 2025 Budget - Additional Information for Deliberation Meeting – Did not attend meeting.
- Matthew Cory, Agent for Yancy Eddie – Item 10.3 – Severance Application B-118-24 (Eddie) Report

10. Staff Reports

10.1 Report and Capital Project Status

**Resolution Number 048-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the Report and Capital Project Status document be received. Carried

10.2 Severance Applications B-104-24 and B-105-24 (Edwards) Report, Planning-2025-33

**Resolution Number 049-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That Severance Applications B-104-24 and B-105-24 (Edwards), as outlined in Report Planning-2025-33 dated February 18, 2025, be deferred to allow staff time to discuss road standards with the applicants. Carried

10.3 Severance Application B-118-24 (Eddie) Report, Planning-2025-04

**Resolution Number 050-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the Severance Application B-118-24 (Eddie) Report, Planning-2025-04, dated February 18, 2025, be deferred to allow staff time to discuss the severance application with the applicants. Carried

10.4 Amendment to Site Plan Control By-law (Housekeeping Update), Planning-2025-06

**Resolution Number 051-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That Report Planning-2025-06, dated February 18, 2025, regarding housekeeping amendments to the Site Plan Control By-law (By-law No. 2022-58) be received and;

That at the appropriate time during the meeting Council pass the revised Site Plan Control By-law as per the changes that are outlined in the attached track changes version. Carried

10.5 2025 Budget - Additional Information for Deliberation Meeting - Treasurer-2025-03

10.5.1 2025 Budget - Deputy Chief - Fire Chief-2025-02

10.5.2 2025 Budget - Corporate Services Assistant - Clerk's Office-2025-03

**Resolution Number 052-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the Public Works Pickup Truck #24 remain in the 2025 Budget. Carried

**Resolution Number 053-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the elevator restoration and modernization remain in 2025 Budget, with staff directed to provide a cost report and after which Council will determine the funding source before the project begins. Carried

**Resolution Number 054-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the budget for the Township Tree Planting Project be reduced to \$5,000 for 2025, with priority given to residents who did not purchase trees in 2024 for the first three weeks of the program, after which the program will be open to all Township residents. Carried

**Resolution Number 055-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That the Facility Maintenance Plan be added to the Budget and that it be funded through modernization funding. Carried

**Resolution Number 056-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the By-law Review Project in the amount of \$10,000 be included in the 2025 Budget. Carried

**Resolution Number 057-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the request to replace the microphone in Council Chamber be added to the 2025 Budget in the amount of \$7,500 and further that the project be funded through modernization funding. Carried

**Resolution Number 058-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the request for a full-time Corporate Administrative Assistant be added to the 2025 Budget. Carried

**Motion**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That a part-time, contract-based Deputy Fire Chief position be established, with staff directed to prepare a report outlining the associated costs. Defeated

**Motion**

Moved by: Deputy Mayor Nelson

Seconded by: None

That the Deputy Fire Chief position be filled as a full-time role. Failed

**Resolution Number 059-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the Deputy Fire position be approved as a full-time, one-year contract in the 2025 Budget. Carried

**Resolution Number 060-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the Records Management Software Project be funded with modernization funds to limit the projects impact on the tax levy. Carried



**Resolution Number 061-2025**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the report, dated February 18, 2025, regarding 2025 Budget - Additional Information for Deliberation Meeting - Treasurer-2025-03; and

That the report, dated February 18, 2025, regarding 2025 Budget - Deputy Chief - Fire Chief-2025-02; and

That the report, dated February 18, 2025, regarding the request for a 2025 Budget - Corporate Services Assistant - Clerk's Office-2025-03 budget all be received.

Carried

11. Committee Minutes and Other Reports:

11.1 Township of Douro-Dummer Library Board Meeting Minutes - December 10, 2024

**Resolution Number 062-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the minutes from the Township of Douro-Dummer Library Board meeting held on December 10, 2024, be received.

Carried

11.2 Township of Douro-Dummer - Committee of the Whole Meeting Minutes - February 12, 2025

**Resolution Number 063-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the minutes from the Township of Douro-Dummer - Committee of the Whole meeting held on February 12, 2025, be received and approved.

Carried

12. Correspondence – Action Items:

12.1 County of Peterborough and Town of Hanover - Resolution Regarding United States Imposition of Tariffs on Canada

**Resolution Number 064-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the Resolutions from the County of Peterborough dated February 5, 2025 and Town of Hanover, dated February 6, 2025 regarding the possible United States imposition of tariffs on Canada, be received. Carried

12.2 Town of Cobourg - Resolution Regarding Municipal Restructuring Study

**Resolution Number 065-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the letter from the Town of Cobourg, dated January 31, 2025, regarding a Municipal Restructuring Study be received. Carried

12.3 County of Peterborough - Notice of Public Open House and Public Meeting for Modifications to the Adopted Official Plan

**Resolution Number 066-2025**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the Resolution 38-2022 and the request sent to the County of Peterborough, dated March 15, 2022, regarding the agriculture system and the natural heritage maps be sent to the County of Peterborough as the Township submission on the amendments to the Official Plan.

Carried

13. By-laws:

- 13.1 By-law 2025-08 - Being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" File: R-14-24 Roll No. 1522-020-005-73200

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the By-law 2025-08 - Being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" File: R-14-24 Roll No. 1522-020-005-73200 be passed, in open Council this 18th day of February 2025 and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

- 13.2 By-law 2025-09 - Being a By-law to Designate the Township of Douro-Dummer as a Site Plan Control Area and Repeal By-law 2022-58

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the By-law 2025-09 - Being a By-law to Designate the Township of Douro-Dummer as a Site Plan Control Area and Repeal By-law 2022-58 be passed, in open Council this 18th day of February 2025 and that the Mayor and the Clerk be directed to sign same 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:

Councillor Watt - Lions Club will host dinner and auction on April 26, 2025.

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 2025-10  
Moved by: Councillor Watt  
Seconded by: Deputy Mayor Nelson

That By-law Number 2025-10, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 18th day of February 2025, 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: Regular Council Meeting - March 4, 2025

22. Adjournment  
**Resolution Number 067-2025**

Moved by: Councillor Watt  
Seconded by: Councillor Johnston

That this meeting adjourn at 7:17 p.m. Carried

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Mayor, Heather Watson

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Clerk, Martina Chait-Hartwig