

## **Minutes of the Committee of the Whole of the Township of Douro-Dummer**

**August 27, 2025, 10:00 AM  
Council Chambers in the Municipal Building**

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

**Staff Present:** C.A.O. - Todd Davis  
Clerk - Deputy C.A.O. - Martina Chait-Hartwig  
CBO - Don Helleman  
Treasurer - Paul Creamer  
Manager of Recreation Facilities - Mike Mood  
Fire Chief - Chuck Pedersen

**Absent:** Manager of Public Works – Jake Condon  
Planner - Emily Fitzgerald

1. Call to Order

With a quorum of the Committee being present, the Chair called the meeting to order at 10:01 a.m.

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Disclosure of Pecuniary Interest:

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

4. Adoption of Agenda: August 27, 2025

**Resolution Number 037-2025**

Moved By: Councillor Johnston

Seconded By: Councillor Landsmann

That the agenda for the Committee of the Whole Meeting, dated August 27, 2025, be adopted, as amended.

Carried

5. Delegations, Petitions or Presentations: None

6. Reports - Managers' Updates, Planning-2025-15

6.1 Otonabee Region Conservation Authority (ORCA) - 2024 Annual Permitting Standards Report

**Resolution Number 038-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That the report from the Otonabee Region Conservation Authority (ORCA) regarding 2024 Annual Permitting Standards be received.

Carried

6.2 Fire Department Update Report - June to August 2025 - Fire Chief-2025-05

**Resolution Number 039-2025**

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That the Fire Department update report from June to August 2025 - Fire Chief-2025-05 be received with thanks.

Carried

6.3 Parks and Recreational Department Update Report - June to August 2025  
- Recreation Facilities - 2025-06

**Resolution Number 040-2025**

Moved By: Councillor Landsmann

Seconded By: Deputy Mayor Nelson

That the Parks and Recreational Department update report from June to August 2025 - Recreation Facilities - 2025-06 be received with thanks.

Carried

6.4 Public Works Department Update Report - June to August 2025 - Public  
Works - 2025-04

**Resolution Number 041-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Landsmann

That the Public Works Department update report from June to August 2025 - Public Works - 2025-04 be received with thanks.

Carried

6.5 Finance Department Update Report - June to August 2025 - Treasurer -  
2025-22

**Resolution Number 042-2025**

Moved By: Mayor Watson

Seconded By: Councillor Johnston

That the Finance Department update report from June to August 2025 - Treasurer - 2025-22 be received with thanks.

Carried

- 6.6 Clerk's Department Update Report - June to August 2025 - Clerk's Office - 2025-21

**Resolution Number 043-2025**

Moved By: Councillor Johnston

Seconded By: Councillor Landsmann

That the Clerk's Department update report from June to August 2025 - Clerk's Office - 2025-21 be received with thanks. Carried

- 6.7 CAO's Office Update Report - June to August 2025 - C.A.O.-2025-17

**Resolution Number 044-2025**

Moved By: Mayor Watson

Seconded By: Councillor Landsmann

That the CAO's Office update report from June to August 2025 - C.A.O.-2025-17 be received with thanks. Carried

- 6.8 Strategic Plan Implementation 2025 - 2027 - C.A.O.-2025-18

**Resolution Number 045-2025**

Moved By: Mayor Watson

Seconded By: Councillor Landsmann

That the report C.A.O.-2025-18, dated August 27, 2025, regarding the Township of Douro-Dummer Strategic Plan implementation be received for information. Carried

- 6.9 Committee of the Whole - August 2025 - Building Department-2025-14

**Resolution Number 046-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That the Building Department update report from June to August 2025 - be received with thanks. Carried

6.10 Planning Department Update Report - August 2025 - Planning-2025-15

**Resolution Number 047-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Mayor Watson

That the Planning Department update report from June to August 2025 -  
Planning-2025-15 be received with thanks.

Carried

7. New Business to be requested for next Meeting: None

8. Closed Session: None

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

10. Matters Arising from Closed Session: None

11. Adjournment

**Resolution Number 048-2025**

Moved By: Councillor Landsmann

Seconded By: Mayor Watson

That this meeting adjourn at 11:57 p.m.

Carried

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Chair, Tom Watt

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Clerk, Martina Chait-Hartwig