

**Minutes of a Meeting of the Planning Committee for the Township of Douro-Dummer held on January 24, 2020 in the Council Chambers of the Municipal Building**

**Present:** Chair, Deputy Mayor – Karl Moher  
Member – Wendy Dunford  
Member – Ken Jackman  
Member – Jim Patterson  
Member – Ed Reid  
Secretary – Crystal McMillan  
Administration Assistant – Vanessa Sweeting  
Temporary C.A.O. – Martina Chait-Hartwig

1. Crystal McMillan, Secretary, called the meeting to order at 10:09 a.m. and called for nominations for the position of chair.

## **Resolution – Committee Chair**

Moved by: Mr. Jackman                      Seconded by: Ms. Dunford  
That Mr. Moher be nominated as chair for 2020.

Nominations were called for a second and third/final time. No other nominations were made.

Mr. Moher stated that he would accept the chair. Carried

2. Mr. Moher called the meeting to order.
3. Mr. Moher reminded members of their obligation to declare any potential conflict of interest. None were declared.

#### 4. Resolution – Appointing a Secretary

Moved by: Ms. Dunford                                  Seconded by: Mr. Patterson  
That Crystal McMillan be appointed Secretary of the Planning Committee, that Anu Mundahar be appointed Assistant Secretary, which would authorize her to be Acting Secretary at any point in time when Crystal McMillan, Secretary, is unavailable and further that the appointment of any other Secretary or Assistant Secretary that conflict with this Resolution shall be repealed.                      Carried

- ## 5. Resolution – Minutes

Moved by: Ms. Dunford                      Seconded by: Mr. Patterson  
That the Planning Committee Minutes from the meeting held on November 22  
2019, be received and adopted.                      Carried

6. Severance Applications:

**Severance Applications B-76-19 and B-77-19**

**Name: Mary Bell-Plouffe and Daniel Plouffe**

**Agent: Kevin Duguay**

**Part lot 1, Concession 4**

**86 Douro Third Line, Douro Ward, Roll No.: 010-002-13400**

Purpose of the applications: Creation of Two New Residential Lots

In attendance:

Mary Bell-Plouffe and Daniel Plouffe, Owners – In support

Kevin Duguay, Agent – In support

Crystal McMillan, Secretary, reviewed the planning report for this application.

Kevin Duguay, Agent, spoke in support of the application

**Resolution:**

Moved by: Ms. Dunford

Seconded by: Mr. Jackman

That it be recommended to Council that Severance Applications B-76-19 and B-77-19 for Mary Bell-Plouffe and Daniel Plouffe be approved, and if approved by the Peterborough County Land Division Committee that the following conditions be imposed:

- \$1250.00 cash-in-lieu of parkland be paid to the municipality for each lot
- That a 10' strip of frontage from the severed parcel be deeded to the Township for road widening purposes for each lot
- That the depth of the severed lots be increased to ensure that the lot is a minimum of 0.4 ha (1 acre) in size (which does not include the 10' strip of frontage deeded to the municipality)
- That safe entrances be approved by the Manager of Public Works

Carried

**Severance Application B-73-19**

**Name: Willie and Janet Towns**

**Part Lot 11, Concession 5**

**829 Centre line, Douro Ward, Roll No.: 010-003-05100**

Purpose of the application: Creation of One New Residential Lot

In attendance:

Willie Towns, Owner – In support  
William and Ciara Towns – In support

Crystal McMillan, Secretary, reviewed the planning report for this application.

**Resolution:**

Moved by: Mr. Patterson

Seconded by: Mr. Jackman

That it be recommended to Council that Severance Application B-73-19 for Willie and Janet Towns be approved, and if approved by the Peterborough County Land Division Committee that the following conditions be imposed:

- \$1250.00 cash-in-lieu of parkland be paid to the municipality
  - That a 10' strip of frontage from the severed parcel be deeded to the Township for road widening purposes
  - That the depth of the severed lot be increased to ensure that the lot is a minimum of 0.4 ha (1 acre) in size (which does not include the 10' strip of frontage deeded to the municipality)
  - That a safe entrance be approved by the Manager of Public Works
  - That an entrance/driveway be installed on the severed lot to the satisfaction of the Township
- Carried

7. Severance Proposal:

**Severance Proposal – Anne Sheehan-Parker**

**Part Lot 5, Concession 3**

**Douro Second Line, Douro Ward, Roll No.: 010-002-10500**

Purpose of the proposal – Creation of One New Residential Lot

In attendance:

Anne Sheehan-Parker, Owner – In support

Crystal McMillan, Secretary, reviewed the planning report for this application.

**Resolution:**

Moved by: Ms. Dunford

Seconded by: Mr. Patterson

That the Committee recommend that Council support in principle the severance proposal for Anne Sheehan-Parker and when a formal application is submitted to the Peterborough Land Division Committee that the following conditions be imposed:

Resolution (continued) - Severance Proposal – Anne Sheehan-Parker

- \$1250.00 cash-in-lieu of parkland be paid to the municipality
- That a 10' strip of frontage from the severed parcel be deeded to the Township for road widening purposes
- That the depth or width of the severed lot may be increased slightly by the applicant to make up for the 10' strip of frontage being deeded to the Township.
- That a safe entrance be approved by the Manager of Public Works

This support is based on the information provided at this time and the application will be further reviewed upon receipt of the formal application. Carried

8. Date of next Meeting: March 2, 2020 at 9:30 a.m.

9. **Resolution – Adjournment**

Moved by: Ms. Dunford

Seconded by: Mr. Patterson

That the meeting adjourn. (10:33 a.m.)

Carried

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Meeting Chair, Karl Moher

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Secretary – Crystal McMillan