

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

**March 19, 2024, 4:00 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**  
                              **CBO - Don Helleman**  
                              **Interim Treasurer - Paul Creamer**  
                              **Planner - Christina Coulter**

1.     Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 4:03 p.m.

2.     Land Acknowledgement

The Mayor recited the Land Acknowledgement.

3.     Moment of Silent Reflection

Council observed a moment of silent reflection and marked the passing of former Prime Minister, Brian Mulroney.

4.     Disclosure of Pecuniary Interest:

The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. Councillor Vervoort declared a pecuniary interest with item 7.1 as he is the applicant for Severance File B-16-24.

5. Adoption of Agenda: March 19, 2024

**Resolution Number 063-2024**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the agenda for the Regular Council Meeting, dated March 19, 2024, be adopted, as circulated.

Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Regular Council Meeting Minutes – March 5, 2024

6.2 Special Council Meeting Minutes - March 11, 2024

**Resolution Number 064-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Minutes from the Regular Council Meeting held on March 5, 2024 and the Special Council Meeting held on March 11, 2024 be received and approved.

Carried

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

7.1 Municipal Appraisal Forms (MAF) for Severance Files B-96-23 and B-16-24

Councillor Vervoort remained seated in the Council Chambers but took no part in the vote regarding Severance File B-16-24.

**Resolution Number 065-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That Severance File B-96-23 on the Consent agenda for March 19, 2024 be received.

Carried

**Resolution Number 066-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That Severance File B-16-24 on the Consent agenda for March 19, 2024 be received.

Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Joanna Parks, Baker Tilly - Audit of the 2021 Consolidated Financial Statements

**Resolution Number 067-2024**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the presentation from Joanna Parks, Baker Tilley regarding the Audit of the 2021 Consolidated Financial Statements be received and that the signing of all required forms be approved. Carried

8.2 Lynn van der Linde, Quarry Consulting - Draft 2023-2027 Strategic Plan Presentation

**Resolution Number 068-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That the presentation from Lynn van der Linde, Quarry Consulting regarding the Draft 2023-2027 Strategic Plan be received. Carried

8.3 Maggie Braun, Gather 2030 - Response to Draft 2023-2027 Strategic Plan

**Resolution Number 069-2024**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the delegation from Maggie Braun, Gather 2030 regarding a response to the Draft 2023-2027 Strategic Plan be received with thanks. Carried

8.4 Public Meeting - Zoning By-law Amendment - File R-03-24 (Smith), Planning-2024-07

**Resolution Number 070-2024**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the Public Meeting regarding the proposed Zoning By-law Amendment R-03-24 (Smith) be declared open. (5:04 p.m.) Carried

In attendance:

Peter and Wendy Smith, Owner

Marnie Saunders c/o DM Wills, Agent

In-person Comments:

None

Comments Received:

- Enbridge Gas Inc.: No objections to the application.
- Hiawatha First Nation: No questions, comments or concerns.
- Otonabee Region Conservation Authority:  
Otonabee Conservation mapping indicates that the proposed development on the severed lands is not located within a known hazard. Therefore, it is the opinion of Otonabee Conservation staff that the application remains consistent with Section 3.1 of the PPS. Otonabee Conservation mapping indicates that the severed lands are not subject to Ontario Regulation 167/06 Otonabee Conservation's "development, interference with wetlands and alterations to shorelines and watercourses" regulation. Permits from Otonabee Region Conservation Authority are not required.  
It was determined that the subject property is not located within a vulnerable area that is subject to SPP policies. The subject property is located within the vulnerable area(s) listed below. Significant drinking water threats are not possible and a Restricted Land Use Notice is not required.
- Highly Vulnerable Aquifer

### **Resolution Number 071-2024**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the Public Meeting for the proposed Zoning By-law Amendment

R-03-24 (Smith) be declared closed. (5:09 p.m.)

Carried

### **Resolution Number 072-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That Report, dated March 19, 2024, regarding Zoning By-law Amendment File R-03-24 be received; and

That Council receive all comments related to Zoning By-law Amendment File R-03-24; and

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

Carried

8.5 Public Meeting - Zoning By-law Amendment - File R-04-24 (Murphy),  
Planning-2024-08

**Resolution Number 073-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That the Public Meeting for the proposed Zoning By-law Amendment  
R-04-24 (Murphy) be declared open. (5:10 p.m.)

Carried

In attendance:

No one

In-person Comments:

None

Comments Received:

- Peterborough County Public Works (Engineering and Design): no objections, comments or concerns with respect to this application.
- Enbridge Gas Inc.: No objections to the application.
- Otonabee Region Conservation Authority:  
Otonabee Conservation mapping indicates that the proposed development is not located within a known hazard. Therefore, it is the opinion of Otonabee Conservation staff that the application remains consistent with Section 3.1 of the PPS.  
Otonabee Conservation mapping indicates that the lands are not subject to Ontario Regulation 167/06 Otonabee Conservation's "development, interference with wetlands and alterations to shorelines and watercourses" regulation. Permits from Otonabee Region Conservation Authority are not required.  
It was determined that the subject property is not located within a vulnerable area that is subject to SPP policies. The subject property is located within the vulnerable area(s) listed below. Significant drinking water threats are not possible and a Restricted Land Use Notice is not required.
- Highly Vulnerable Aquifer

**Resolution Number 074-2024**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the Public Meeting for the proposed Zoning By-law Amendment R-04-24 (Murphy) be declared closed. (5:15 p.m.) Carried

**Resolution Number 075-2024**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the report, dated March 19, 2024, regarding Zoning By-law Amendment – File R-04-24 be received; and

That Council receive all comments related to Zoning By-law Amendment File R-04-24; 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 Public Comment Period - List of Registered Speakers

The following person(s) provided a public comment on the following item(s):

- Pat Smallman - Item 8.2
- Sue Field - Item 8.2
- Lynn McCabe - Item 8.2
- Nadine Ellis-Maffei - Item 8.2
- Marie Howran - Item 8.2

10. Staff Reports

**Resolution Number 076-2024**

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the public comments made regarding Item 8.2 Draft 2023-2027 Strategic Plan be reviewed and the discussion of the Draft 2023-2027 Strategic Plan be deferred to the April 9, 2024 Committee of the Whole Meeting and;

That the Draft Strategic Plan survey be reopened to the public until April 3, 2024. Carried

10.1 Report and Capital Project Status

**Resolution Number 077-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Report and Capital Status document be received. Carried

At this time, Council recessed from 6:01 p.m. – 6:07 p.m.

10.2 Status of Septic Systems in the Township's Zoning By-law, Building Department-2024-03

**Resolution Number 078-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the setback requirement for septic systems from public and private roads, be reduced to 3 metres and;

That a septic system no longer be referred to as a structure in the Zoning By-law. Carried

10.3 Purchasing Report – March 2024, Treasurer-2024-04

**Resolution Number 079-2024**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the report, dated March 19, regarding Purchasing Report – March 2024 be received;

That Council award the purchase of a new plow truck to Winslow Gerolamy Motors Ltd. in the amount of \$373,019 (plus applicable taxes); and;

That Council direct staff to order a second plow truck at an estimated \$398,000 that will arrive early 2026 and will be funded through the 2025 and 2026 Budgets. Carried

11. Committee Minutes and Other Reports:

11.1 Police Service Board Meeting Minutes - December 4, 2024

11.2 Library Board Meeting Minutes - February 13, 2024

**Resolution Number 080-2024**

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the minutes from both the Police Service Board Meeting held on December 4, 2023 and the Library Board Meeting held on February 13, 2024.

Carried

12. Correspondence – Action Items:

12.1 Town of Aurora - Resolution regarding Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

**Resolution Number 081-2024**

Moved by: Councillor Vervoort

Seconded by: Councillor Watt

That the resolution regarding Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement be received and supported.

Carried

12.2 Township of Amaranth - Resolution regarding Operational Budget Funding

**Resolution Number 082-2024**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the resolution from the Township of Amaranth regarding Operational Budget Funding be received and supported.

Carried

12.3 County of Peterborough - Resolution regarding Concern with Closure of Peterborough Lab

**Resolution Number 083-2024**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the resolution from the County of Peterborough regarding Concern with Closure of Peterborough Lab be received and supported.

Carried



13. By-laws:

13.1 By-law 2024-12 Being a By-law to Appoint an Acting Chief Administrative Officer

**Resolution Number 084-2024**

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That By-law 2024-12, Being a By-law to Appoint an Acting Chief Administrative Officer, be passed, in open Council this 19th day of March, 2024 and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

13.2 By-law 2024-13 to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-03-24)

**Resolution Number 085-2024**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That By-law 2024-13 to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-03-24). Carried

13.3 By-law 2024-14 to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-04-24)

**Resolution Number 086-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That By-law 2024-14 to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-04-24). Carried

14. Reports derived from previous Notice of Motions: None

15. Notices of Motion - No Debate: None

16. Announcements:

Mayor Watson thanked CAO, Elana Arthurs for her three years of service with the Township of Douro-Dummer as she has accepted the role of CAO with the Municipality of Brighton, effective March 28, 2024. The remaining members of Council echoed the Mayor's gratitude for Ms. Arthurs.

Mayor Watson mentioned the Douro-Dummer Easter Egg Hunt hosted by the Parks and Recreation Department that will be held on March 30, 2024 at the Douro Park.

Councillor Johnston mentioned the Warsaw and District Lions' Beef Dinner that will take place on May 4, 2024 at the Warsaw Town Hall.

17. Closed Session:

**Resolution Number 087-2024**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That Council to enter into Closed Session for the Reasons Under Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25, as follows:

(b) personal matters about an identifiable individual, including municipal or local board employees; (HR Matters)

(d) labour relations or employee negotiations (CAO Recruitment); (6:52 p.m.)

Carried

17.1 Report to Council – C.A.O.-2024-09

17.2 Report to Council – C.A.O.-2024-10

18. Rise from Closed Session with or without a Report

**Resolution Number 088-2024**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That Council rise from Closed Session at 7:10 p.m. without a report.

Carried

19. Matters Arising from Closed Session: None

20. Confirming By-law 2024-15

Moved By: Councillor Vervoort

Seconded By: Deputy Mayor Nelson

That By-law Number 2024-15, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 19th day of March, 2024, 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 Meetings

Regular Council Meeting – April 2, 2024

Committee of the Whole Meeting – April 9, 2024

22. Adjournment

**Resolution Number 089-2024**

Moved By: Councillor Watt

Seconded By: Councillor Vervoort

That this meeting adjourn at 7:11 p.m. Carried

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Mayor, Heather Watson

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Clerk, Martina Chait-Hartwig