



## Township of Douro-Dummer Agenda for a Regular Meeting of Council

Tuesday, June 21, 2022, 5:00 p.m.

Douro-Dummer YouTube Channel

[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)

Please note, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business.

### Electronic Meetings

Until further notice, regular meetings of Council are being held electronically. Meetings will be recorded and live-streamed on the Township YouTube channel.

Please contact the Acting Clerk if you require an alternative method to virtually attend the meeting.  
martinac@dourodummer.on.ca or 705-652-8392 x210

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1. Call to Order
2. Land Acknowledgement
3. Moment of Silent Reflection
4. Disclosure of Pecuniary Interest:
5. Adoption of Agenda: June 21, 2022
6. Adoption of Minutes and business Arising from the Minutes.
  - 6.1. Council Meeting Minutes - June 7, 2022 1
7. Consent Agenda (Reports voted upon by ONE motion) - No Debate
8. Delegations, Petitions, Presentations or Public Meetings:
  - 8.1. Delegation - Richard Clark, Douro-Dummer regarding Short Term Rentals 13  
A delegation from Richard Clark regarding to short-term rentals in the Township of Douro-Dummer.

<b>9.</b>	<b>Staff Reports:</b>	
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9.2.	Snow Removal for 2022-2023, Public Works-2022-13	23
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10.1.	Deputy Mayor Moher – Update on County Council Matters	
10.2.	Public Library Board Meeting Minutes - April 12, 2022	61
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<b>11.</b>	<b>Correspondence – Action Items:</b>	
11.1.	Letter from Shadow Ministers - Support for Development and Rural Broadband Strategy	66
	A Letter from Shadow Ministers Shannon Stubbs, M.P. of Lakeland, Damien C. Kurek, M.P. of Battle River-Crowfoot, and Jacques Gourde, M.P. of Levis-Lotbiniere, dated June 2022, asking for support of a Development and Rural Broadband Strategy.	
11.2.	Short Term Rentals in Douro-Dummer Township	67
	A letter from Suzanne Coros regarding the issue of Short Term Rentals (STRs) in Douro-Dummer Township.	
<b>12.</b>	<b>By-laws:</b>	
12.1.	2022-32 - Being a By-law to Designate the Township of Douro-Dummer as a Site Plan Control Area and Repeal By-law 2002-71	69
<b>13.</b>	<b>Accounts: None</b>	

14. Reports derived from previous Notice of Motions:
15. Notice of Motion - no debate:
16. Announcements:
17. Closed Session:
18. Rise from Closed Session with or without a Report
19. Matters Arising from Closed session:
20. Confirming By-law - 2022-33
21. Next Meeting:
22. Adjournment

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

**June 7, 2022, 5:00 PM**

**Douro-Dummer YouTube Channel**

**[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)**

**Present:**

- Mayor - J. Murray Jones**
- Deputy Mayor - Karl Moher**
- Councillor, Douro Ward - Heather Watson**
- Councillor, Dummer Ward - Shelagh Landsmann**
- Councillor at Large - Thomas Watt**

**Staff Present:**

- CAO - Elana Arthurs**
- Acting Clerk - Martina Chait-Hartwig**
- Interim Treasurer - Paul Creamer**
- Chief Building Official - Brian Fawcett**
- Fire Chief - Chuck Pedersen**
- Manager of Public Works - Jake Condon**

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:02 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: June 7, 2022

**Resolution Number 170-2022**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the agenda for the Regular Council Meeting, dated June 7, 2022, be adopted, as amended.

Carried

6. Adoption of Minutes and Business Arising from the Minutes.

6.1 Special Council Meeting - May 10, 2022

6.2 Special Meeting Minutes - May 17, 2022

6.3 Council Meeting Minutes - May 17, 2022

6.4 Emergency Council Meeting - May 26, 2022

**Resolution Number 171-2022**

Moved by: Councillor Watt

Seconded by: Councillor Watson

That the Minutes from Special Council Meeting held on May 10, 2022, Special Meeting Minutes held on May 17, 2022, Council Meeting Minutes held on May 17, 2022 and Emergency Council Meeting held on May 26, 2022, all be received and adopted, as circulated.

Carried

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

7.1 Letter from Peter Cowan regarding roadside brushing in Douro-Dummer

**Resolution Number 172-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Consent Agenda for June 7, 2022 be received.

Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Public Meeting - Judith Sculich and David Stein - Application to Rezone –  
File: R-01-22 Sculich and Stein, ClerkPlanning-2022-40

**Public Meeting - Proposed Zoning By-law Amendment**

**File: R-01-22 (Sculich)**

**1304 Whetung Road, Dummer Ward**

**Concession 8, Part Lot 32**

**Roll Nos: 1522-020-005-35700 and 1522-020-005-35800**

The effect of this By-law Amendment is to rezone the subject lands from Limited Service Residential (LSR) to Special District 21 (S.D. 253) Zone.

**Resolution Number 173-2022**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Public Meeting regarding the proposed Zoning By-law Amendment R-01-22 (Sculich) be declared open. (5:00 p.m.). Carried

Martina Chait-Hartwig, Acting Clerk, explained the purpose of the proposed Zoning By-law Amendment R-01-22 (Sculich) and stated that the Notice of Public Meeting was circulated in accordance with the Ontario Planning Act.

In attendance:

Holly Richards-Conley, Agent - In Support

Laura Stone, Agent - In Support

Christian Poules, Architect - In Support

Brent Whetung - In Opposition

Written Comments:

Dawn Berney and Chris Geggie - In Support

Beverley and Rob Hughes - In Support

Grant and Jane Greenwood - In Support

John Richardson - In Support

David Satok - In Support

**Resolution Number 174-2022**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the Public Meeting for the proposed Zoning By-law Amendment R-01-22 (Sculich) be declared closed. (5:20 p.m.).

Carried

8.2 Delegation - Nicole Sullivan, St. Joseph's CES Volunteer and Fundraising Committee

**Resolution Number 175-2022**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the Council refund the rental fee for the Douro Community Centre to St. Joseph's CES Volunteer and Fundraising Committee; and

That the request for funds be added to budget deliberation and that it be forwarded to the Douro-Dummer Volunteer Firefighter Association.

Carried

**Resolution Number 176-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the Delegation from Nicole Sullivan of the St. Joseph's CES Volunteer and Fundraising regarding a request for funds be received with thanks.

Carried

8.3 Delegation - Debra Satok, Douro-Dummer regarding Short Term Rentals

**Resolution Number 177-2022**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the presentation from Debra Satok regarding short-term rentals in the Township of Douro-Dummer be received.

Carried

9. Staff Reports:

9.1 Report and Capital Project Status

**Resolution Number 178-2022**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the report and capital project status for June 2022 be received.

Carried

9.2 Douro-Dummer Fuel Depots, Fire Chief-2022-07

**Resolution Number 179-2022**

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

That the report, dated June 7<sup>th</sup>, 2022, regarding Douro-Dummer Fuel Depots be received and that Council approve the decommissioning of the Douro Public Works fuel depot, along with the replacement of the Warsaw Public Works fuel depot through a sole source process; and furthermore, that Council direct staff to work with County staff to set up fuel distribution and tracking out of the County Public Works yard in Douro, for the Townships Douro Ward fleet.

Carried

9.3 Off Road Vehicle Use on Township and County Roads, C.A.O.-2022-14

**Resolution Number 180-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

Whereas the abbreviation of ORV stands for Off Road Vehicles.

And further that a large number of Off-Road Vehicles manufacturing companies have a sticker posted on their units reminding owners that units are for off road use only;

And further that the overwhelming opinion of Douro-Dummer residents has been against any expansion of ORV's use on Township and County Roads;



And further that Peterborough Public Health see high risk of accident and death with use of Off-Road Vehicles;

I move that Douro-Dummer do not support any expansion of Off-Road Vehicle permitted use on Township or County roads in Douro-Dummer Township;

And further that an exemption for Agricultural and Trap Line Maintenance use of Off-Road Vehicles on roads to continue as permitted under that appropriate sections of the Ontario Highway Traffic Act.

A recorded vote was requested by Deputy Mayor Moher. The roll was called by the Acting Clerk and the vote was as follows:

Dummer Ward Councillor – Aye

Douro Ward Councillor - Aye

Councillor at Large – No

Deputy Mayor – Aye

Mayor - Aye

For the Motion – 4, Against the Motion – 1

Carried

#### 9.4 Purchase of Wheeled Loader, Public Works-2022-09

##### **Resolution Number 181-2022**

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

That the report, dated June 7, 2022, regarding the purchase of a wheeled loader be received and that Council award the tender to Brandt Tractor Ltd. in the amount of \$285,540.58 inclusive of the extended warranty (excl. HST); and further that the 2008 John Deere loader be deemed surplus to the operation and authorize the Manager to proceed with the sale of the vehicle.

Carried

9.5 Building Department Volume and Staffing Levels, Building Department-2022-10

**Resolution Number 182-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated June 7<sup>th</sup>, 2022 regarding Building Department volume and staffing levels be received; and

That Council authorization the creation of one (1) full-time permanent Building Official / By-law Enforcement Officer position and one (1) full-time contract Building Official / By-law Enforcement / Permit Technician for a one (1) year period with the understanding that the Building Department continues to operate on complete cost recovery. Carried

9.6 2022 OCIF Allocation, Treasurer-2022-08

**Resolution Number 183-2022**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the report, dated June 7, 2022 regarding 2022 OCIF Allocation be received and;

That \$40,000 of the additional Ontario Community Infrastructure Program funds allocated to the Township Douro-Dummer be used to fund the road construction projects on Bradfield Road and Douro Eight Line Road.

Carried

9.7 Douro South Park Improvements Funding, Treasurer-2022-09

**Resolution Number 184-2022**

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That the report, dated June 7, 2022, regarding the Douro South Park Improvements Funding be received and;

That the project be funded by \$294,750 from the Canada Community Revitalization Fund (75%), \$80,000 from Parkland Reserves and \$18,250 from the Capital Project/Purchases Reserve. Carried

9.8 Asset Management Plan Funding, Treasurer-2022-10

**Resolution Number 185-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the report, dated June 7, 2022 regarding Asset Management Funding be received and;

That \$50,430.14 of the costs for the Asset Management Plan be funded through the Modernization Fund. Carried

9.9 Site Plan Application for St. Joseph's Catholic Elementary School, ClerkPlanning-2022-39

**Resolution Number 186-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated June 7, 2022, regarding the Site Plan Amendment for St. Joseph's Catholic Elementary School be received and that the Mayor and Acting Clerk be given delegated authority to sign the Site Plan Agreement once clearance has been provided from all statutory agencies.

Carried

9.10 Bill 109, the More Homes for Everyone Act, 2022, ClerkPlanning-2022-32

**Resolution Number 187-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated June 7, 2022 regarding Bill 109, the More Homes for Everyone Act, 2022 be received and that staff be directed to complete the following:

- Bring forward an updated Site Plan Control By-law which delegates all Site Plan approvals to staff for the next Council meeting,
- That staff prepare a Pre-Consultation By-law to assist in mitigating the application fees refund requirements and to have any changes in place by January 1, 2023

- That staff work with the County of Peterborough to ensure that the language in the Official Plan is sufficient to ensure that the Township can request that peer reviews be completed prior to a Planning Act application being deemed complete. Carried

10. Committee Minutes and Other Reports:

10.1 Historical Committee Minutes - April 21, 2022

10.2 Planning Committee Minutes - May 27, 2022

10.3 Committee of the Whole Minutes - May 31, 2022

**Resolution Number 188-2022**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Minutes from Historical Committee Meeting held on April 21, 2022, Planning Committee Meeting held on May 27, 2022 and Committee of the Whole Minutes held on May 31, 2022 all be received and approved. Carried

11. Correspondence - Action Items:

11.1 City of Waterloo - Letter regarding Climate Change and Construction

**Resolution Number 189-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

A letter from the City of Waterloo regarding the resolution for Ontario Must Build it Right the First Time be received. Carried

11.2 Municipality of Shuniah - Letter regarding the Rural and Northern Education Fund (RNEF)

**Resolution Number 190-2022**

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

A resolution from the Municipality of Shuniah dated May 24, 2022, regarding increase the Rural and Northern Education Fund (RNEF) be received. Carried

12. By-laws:

12.1 By-law 2022-25 - To Authorize a Lease Agreement with Waste Connections Canada for the former Stoney Lake Landfill Site

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

A By-law 2022-25, being a By-law to authorize the lease agreement between the Township of Douro-Dummer and the Waste Connections of Canada be passed, in open council this 7th June of May, 2022 and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

12.2 By-law 2022 - 29 - To Amend Consolidated Road Speed By-law - Douglas Road of Township of Douro-Dummer.

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

A By-law 2022-29, being a By-law to amend By-law 2018-39 consolidated road speed By-law on Douglas Road of the Township of Douro-Dummer be passed, in open council this 7th day of June, 2022 and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

12.3 By-law 2022-30 - To Amend Zoning By-law - File R-01-22, Roll Nos.: 1522-020-005-35700 and 1522-020-005-35800

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That By-law 2022-30, 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-01-22, Roll Nos. 1522-020-005-35700 and 1522-020-005-35800), be passed, as amended in open council this 7th day of June, 2022 and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

13. Accounts:

13.1 Accounts - May 7 to May 27, 2022

**Resolution Number 191-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the Township Accounts from May 7 to May 27, 2022 be received.

Carried

14. Reports derived from previous Notice of Motions: None

15. Notice of Motion - No debate: None

16. Announcements:

Mayor J. Jones - Read a statement regarding the enforcement of the Ontario Building code.

**Resolution Number 192-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the staff send a letter of congratulations to re-elected MPP Dave Smith, Peterborough-Kawartha Riding.

Carried

17. Closed Session:

17.1 Reason for Closed Session:

**Resolution Number 193-2022**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the Council enter into Closed Session under Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25

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

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (7:00 p.m.)

Carried

18. Rise from Closed Session with or without a Report

**Resolution Number 194-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That Council rise from Closed Session without a report (7:26 p.m.). Carried

19. Matters Arising from Closed Session: None

20. Confirming By-law - 2022-31

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That By-law Number 2022-31, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 7th day of June, 2022, be passed in open Council and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

21. Next Meeting:

Council Regular Meeting - June 21, 2022

22. Adjournment

**Resolution Number 195-2022**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That this meeting adjourn at 7:28 p.m. Carried

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Mayor, J. Murray Jones

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Acting Clerk, Martina Chait-Hartwig

# **DELEGATION TO COUNCIL STRS – RESIDENTS TAKING ACTION**

**JUNE 21, 2022  
RICHARD CLARK**

**—**



# Introduction

## **Are we a community or a commodity?**

- I have been coming to Stoney Lake for over 40 years and now call Stoney my primary residence
- Witnessed in the last 1.5 years alone, rapid expansion of real estate investment due to the creation of horizontal hotels that now in some cases make up the majority of a road/bay/shoreline
- This is not only inflating prices beyond the reach of many but at a pace that will have far reaching consequences for your constituency
- There is a hollowing out of neighborhoods taking place dominated by commercial interests and we are not zoned for such initiatives
- We ask: Are we a community or a commodity?

# Aggregate Ownership

## Digitization of Platforms

- Information technology platforms like Airbnb have enabled landlord automation and have facilitated commercialization of residential zones
- During the early rapid growth of these platforms, sharing economy companies started operations without regard to local laws on the basis that existing regulations had not envisioned the radical and disrupting new ideas they embodied
- But the tides slowly turned as the whizzy tech rhetoric wore off and it became clear that Uber was in fact a taxi company and Airbnb was in effect a hotel business
- The influence of the so-called ‘Airbnb effect’ on local housing markets has grown into a significant cause for concern, particularly when looking at its impacts on housing stock, prices and communities
- Forbes Magazine reports: “....the costs to long term renters and local communities likely exceed the benefits to travellers and

# Harm At Scale

## Platform Capitalism

- STRs are fueling over saturation and turning shoreline residential neighborhoods into hotel strips
- Our neighborhoods on Stoney Lake are being turned into increasingly contrived tourism destinations rather than places to live
- This kind of saturation and density of rental options is better suited for actual tourist areas with infrastructure, where regulation and planning principles can provide governance and oversight

# Density With A Cost

## Saturation Without Capacity

- The key area experiencing density around this issue are the shoreline residential properties, Stoney and Clear Lakes in particular offer up a proportionately larger stock of desirable properties because they are waterfront
- Research conducted by the Harvard Business Review found that: *Airbnb is having a detrimental impact on housing stock as it encourages landlords to move their properties out from the long-term rental and for-sale markets and into the short-term rental market*
- We end up with the gradual replacement of locals and true cottagers with the transfer of ownership to developers and entrepreneurs
- Short-term gain can undermine long-term sustainability
- A healthy housing market is the real bedrock of a healthy local economy
- So what are the options?

# Option 1

## Managing and Regulating a Hotel Industry

- Allow with regulation, licensing and oversight
- Sentences the township to liability, grief, costs, resource limitations, turmoil and an unhappy populous
- Issue will continue to expand (*don't forget Airbnb has an IPO to tend to*)
- Airbnb's strategic growth roadmap is on a path to more than 1 billion annual guests by 2028
- Naïve to think the township can manage and regulate a hotel industry
- Proven elsewhere this doesn't work
- Results in our tax dollars being used for council reacting on a continuum vs managing strategic and local municipal government mandates i.e. Fire and Emergency Services, Roads and Public Works, Parks and Recreation, Garbage and Recycling...things we pay tax dollars for
- Fundamentally, sanctions must be costlier than the benefits of misbehaviour – a high bar to reach when financial benefits of STRs are so high
- And what about data collection on the ongoing outcome of regulations should they be put in place? Planners and regulators need to consistently calibrate bylaws and work toward desired community outcome

# Option 2

## Ban It

- Denying it is decisive, sends a clear message that Douro Dummer is not open for business for STRs
- No new bylaws required simply focus on existing zoning – the principle that some land uses are better off away from other land uses is foundational to planning
- It stops the expansion, and current offenders can be dealt with so STRs decrease over time
- Communities stay intact, remain as shoreline residences
- A handful of people are making money while the community is being destroyed
- We have the benefit of all the research already completed around why Airbnb won't work, so why are we taking time to make a decision on what is already legally defined?

# “Don’t Force Pieces That Don’t Fit”

**Not a good  
fit for  
Council or  
the area**

- Ban it and focus on your strategic plan
- Put energy where your capacity as a council lies
- It’s ok that it’s not a fit for not only the council team to manage but for the area as well – we have specific needs and experiences in our small community
- STRs have social, political, regulatory and geographic contexts, inputs and outputs...it’s complex, do you really feel confident as a council that you understand the potential costs and this world of planning theory and practice?
- You are already living it, you are already fielding the calls the letters the complaints....you think that will get better?
- We are only 6709 people in the entire township, perhaps it’s just not a good fit to have this in our area for both sides
- And lastly, it doesn’t fit our environment or our culture within the township, alters the area’s atmosphere

## - IN SUMMARY -

The impacts of STRs are strongly felt in smaller and more rural communities, where there is less government and enforcement capacity, less leverage over sharing economy platforms, a smaller housing pool, and tight-knit communities. Research also indicates that the growth of STRs in Canada is higher in rural areas than in urban areas and also indicates that needs and regulatory regimes vary between communities. These STRs are owned and operated by people not even living in the community. Even living out of province. You must feel an urgency by this community...currently in violation of zoning ordinances. Our small community is poorly positioned to absorb this large shock of Airbnb density. A lack of neighbourliness is antithetical to what many rural communities understand as special and important to their community, which manifests in significant concern about STRs.



—  
**THANK YOU**  
—

**Recommendation:**

That the Public Works-2022-13 report, dated June 21, 2022 regarding Snow Removal for 2022-2023 be received; and

That Council approve the conversion of one (1) part-time Equipment Operator to one (1) full-time Equipment Operator for the Public Works Department; and

That Council direct staff to prepare an RFP for the purchase of one (1) 2022/2023  $\frac{3}{4}$  or 1 tonne regular cab pick-up truck with a sander and snow plow attachments; and

That \$90,283 of the additional OCIF allocation received in 2022 be applied to 2022 Surface Treatment projects to free up funds for the additional truck; and

That the remaining \$9,717 be funded through the Roads Equipment Reserve.

**Overview:**

**Snow Plow Contract**

In September of 2021, staff provided Council with a report requesting approval to award the snow removal contract to 1<sup>st</sup> Call Property & Equipment Services for each of the five (5) Fire Stations, the Douro Community Centre (DCC), the Warsaw Community Centre (WCC) and the Robert Johnson Trail parking lot for the 2021-2022 season. This came following the inability for our existing contractor to continue providing the service to the Township. At that time there was not another option other than to contract it out and it was determined that we would review this for the 2022-2023 season.

The cost of snow removal paid to Baker Masonry during the 2020-2021 season in response to 66 events was \$116,808. This was broken down as follows:

- Property Group 1 - Fire Stations (5), the Douro Community Centre, the Warsaw Community Centre and the Robert Johnson Trail parking lot - \$71,628, this equals \$1,085 per event.
- Property Group 2 - Municipal lots (2), the sidewalk on County Road 4 and the Transfer Station - \$45,180

The cost of snow removal paid to 1st Call Property & Equipment Services during the 2021-2022 season in response to 49 events was \$44,409 which is \$906 per event. The cost per event was less than it previously costed but staff have reported that often the job was incomplete and required follow up calls to the contractor to return and complete the job properly. On numerous occasions salt was not applied at the same time as plowing and staff had to request that the contractor return to the site. When they did come back to salt, it wasn't the best time of day for the salt to be effective and often the lots were not completed prior to rentals. These situations create an increase in liability for the Township and although the cost was not unreasonable, establishing a contract for the 2022-2023 season is not recommended.

It should be noted that the Public Works department absorbed the responsibility of "Property Group 2" during the 2021-2022 season.

While it is unknown each year, how many snow events will occur, it is important to note the total cost in 2020-2021 with the inclusion of the additional locations is a more accurate reflection of the cost to the municipality.

The following table summarizes the costs paid to each vendor by location for each season:

Breakdown of Costs		
	Baker Masonry 2020-2021	First Call Property & Equipment Services 2021-2022
<b>Group 1</b>		
All Twp Firehalls	\$24,038	\$18,532
Douro CC & Warsaw CC	\$34,779	\$24,521
Johnston Trail	\$9,561	\$1,356
<b>Group 1 Total</b>	<b>\$68,378</b>	<b>\$44,409</b>
<b>Group 2</b>		
Hall's Glen Transfer Station	\$20,297	
Municipal Lot - Mail Boxes	\$7,715	
Municipal Office Lot	\$9,346	
Sidewalks	\$7,823	
Warsaw CC & Douro CC	\$3,251	
<b>Group 2 Total</b>	<b>\$48,431</b>	
<b>Grand Total</b>	<b>\$116,808</b>	<b>\$44,409</b>

## Sidewalks

Council had directed staff to bring back winter maintenance options for the County Rd 38 as well as the County Rd 29 paved boulevards for the 2022-2023 season.

Township Policy No. T-30 speaks to the sidewalk that receives winter maintenance. *"The Township will provide winter maintenance during the winter season, October 1<sup>st</sup> – April 30<sup>th</sup> on the following sidewalk; County Road 4 (Water Street), the east side of the road, from English Line to Mill Street."*

Historically the Township has not provided sidewalk winter maintenance other than what is identified in the policy.

**County Road 38:**

In 2018 Council approved the installation of a paved boulevard funded through the Mainstreet Revitalization Program, on one side of County Road 38 that is wide enough for snow storage that pedestrians can also access for walking; however, it would not be a sidewalk and unmaintained in the winter. This boulevard begins at the intersection at Ford Street and Rock Road runs to the bridge. This was designed more for the use of snow storage from the roadway during the winter months and unmaintained for pedestrian use.

**County Road 29:**

This is also a paved boulevard and not a sidewalk, much narrower with less room for snow storage from the roadway. Staff are continuing to have discussions with Selwyn staff about a possible agreement incorporating this section into their sidewalk winter maintenance program. Selwyn staff do have concerns with the ability to clear snow properly and conform to the winter maintenance standard regulations, creating liability concerns.

There are concerns with providing winter maintenance at these two locations. The lack of proper snow clearing equipment, snow from the roadway is consistently deposited onto the boulevard triggering the need to clear the snow multiple times a day, irregular widths, constricted space, adjacent railings, driveway pillars, decorative fences, trees and hydro poles within the boulevard. All making it too narrow for proper snow storage and snow removal equipment as well as the ability to meet the maintenance standards.

There will also be continual maintenance costs and liability for the Township. If Council decides in favour of waiving the policy, the Township will be required to provide winter maintenance to these boulevards indefinitely.

**Conclusion:**

In assessing the work completed and the challenges that were experienced during the season, in addition to the rise in fuel costs, it is not recommended that we contract the snow removal for the 2022-2023 season.

Staff is recommending that an additional  $\frac{3}{4}$  tonne truck be purchased, with the flexibility to purchase a 1 tonne depending on availability, along with the plow and sander attachments required to complete the work. This truck would be shared between the Public Works (winter) and Recreation Facilities (summer). It is intended that staff will also take over the grass cutting contract for the 2023 season and the additional truck will allow for the ability to transport the mower and carry out those duties. A future report will be presented to Council at a later date with additional information on the grass cutting contract.

To manage the additional snow removal, Public Works would require an additional Equipment Operator during the winter months. Currently two (2) Equipment Operators are employed seasonally with Public Works in the summer. This would replace one of those positions, creating a full-time role and only require recruitment for one (1) seasonal Equipment Operator during the summer months. This employee would not only complete snow plowing but would also assist with a variety of activities in the winter months such as equipment and shop maintenance, patching, sign maintenance, brushing, culvert maintenance, etc. The additional cost related to the employee would be \$50,000.

The savings to the municipality will not be realized in the first year but as a long-term solution, the municipality will receive better service, protect our liability and have more stable costs.

It is not recommended that staff are directed to provide winter maintenance to the County Road 38 boulevard.

### **Financial Impact:**

The expected cost of the truck is approximately \$100,000 which will be funded by applying the remaining \$90,283 of the additional OCIF funding to the following projects which were previously funded through the 2022 levy:

- White Lake Rd East From Cty Rd 6 to South Limit - \$60,126
- Bradfield Rd from County Rd 4 to 300m South - \$30,157

OCIF can only be applied to core infrastructure projects and therefore it is recommended to free up the levy funds that would have been applied to the above projects to be applied to the purchase of the additional truck.

The remaining \$9,717 will be funded through the Road's Equipment Reserve which has a balance of \$34,541.

### **Strategic Plan Applicability:**

To ensure that the public works department operates efficiently and effectively.

### **Sustainability Plan Applicability:**

N/A

### Report Approval Details

Document Title:	Snow Removal for 2022-2023.docx
Attachments:	
Final Approval Date:	Jun 14, 2022

This report and all of its attachments were approved and signed as outlined below:

### No Signature found

Paul Creamer

Township Plowing Costs							
	Date of Invoice	Where	Total Cost		Date of Invoice	Where	Total Cost
Baker Masonry  2020-2021 Winter Events = 66	8-Dec-20	Johnston Trail	\$358.31	First Call Property & Equipment Services  2021-2022 Winter Events = 49	31-Dec-21	Firehalls 1-5	\$5,898.60
		Douro CC & Warsaw CC	\$1,731.45			Warsaw CC & Douro CC	\$8,927.00
		All Twp Firehalls	\$1,123.47			Johnston Trail	\$904.00
		Hall's Glen Transfer Station	\$485.10		1-Feb-22	Johnston Trail	\$452.00
		Sidewalks	\$374.84			Warsaw CC & Douro CC	\$3,503.00
		Municipal Lot - Mail Boxes	\$275.63			Firehalls 1-5	\$3,932.40
		Municipal Office Lot	\$485.12		28-Feb-22	Firehalls 1-5	\$3,932.40
	6-Jan-20	Municipal Lot - Mail Boxes	\$407.93			Warsaw CC & Douro CC	\$6,356.25
		Municipal Office Lot	\$650.50			Johnston Trail	\$113.00
		All Twp Firehalls	\$1,618.50		1-Mar-22	Johnston Trail	\$339.00
		Johnston Trail	\$534.71		4-Apr-22	Firehalls 1-5	\$4,316.60
		Douro CC & Warsaw CC	\$2,029.65			Warsaw CC & Douro CC	\$5,734.75
		Hall's Glen Transfer Station	\$1,389.16				
		Sidewalks	\$468.55				
		Municipal Lot - Mail Boxes	\$798.00				
		Municipal Office Lot	\$766.50				
		Hall's Glen Transfer Station	\$1,984.50				
		All Twp Firehalls	\$2,134.65				
		Douro CC & Warsaw CC	\$5,193.00				
		Johnston Trail	\$855.75				
		Sidewalks	\$624.75				
		Sidewalks	\$1,218.23				
		Douro CC & Warsaw CC	\$3,977.40				
		Johnston Trail	\$1,163.13				
		All Twp Firehalls	\$2,962.47				
		Hall's Glen Transfer Station	\$2,083.74				
	11-Feb-20	Hall's Glen Transfer Station	\$2,247.00				
		Municipal Office Lot	\$682.50				
		Municipal Lot - Mail Boxes	\$861.00				
		All Twp Firehalls	\$2,505.30				
		Sidewalks	\$624.75				
		Douro CC & Warsaw CC	\$5,204.00				
		Johnston Trail	\$945.00				
	25-Feb-20	Sidewalks	\$535.50				
		Johnston Trail	\$934.50				
		Douro CC & Warsaw CC	\$3,827.00				
		Hall's Glen Transfer Station	\$1,984.50				
		Municipal Office Lot	\$850.50				
		Municipal Lot - Mail Boxes	\$787.50				
		All Twp Firehalls	\$1,650.60				
		Sidewalks	\$624.75				
		Municipal Lot - Mail Boxes	\$661.50				
		Municipal Office Lot	\$918.75				
		All Twp Firehalls	\$1,892.10				
		Johnston Trail	\$850.50				
		Hall's Glen Transfer Station	\$1,522.50				
		Douro CC & Warsaw CC	\$4,110.00				
	30-Apr-20	Sidewalks	\$446.25				
		Johnston Trail	\$336.00				
		Douro CC & Warsaw CC	\$778.00				
		All Twp Firehalls	\$873.00				
		Municipal Office Lot	\$388.50				
		Municipal Lot - Mail Boxes	\$252.00				
		Hall's Glen Transfer Station	\$199.50				
		Municipal Office Lot	\$1,052.93				
	25-Jan-2021	Municipal Lot - Mail Boxes	\$826.89				
		Hall's Glen Transfer Station	\$1,808.12				
	12-Feb-2021	Douro CC & Warsaw CC	\$1,627.50				
		Johnston Trail	\$622.91				
		All Twp Firehalls	\$1,203.96				
		Sidewalks	\$374.84				
		Municipal Office Lot	\$485.12				
		Municipal Lot - Mail Boxes	\$407.93				
		Municipal Office Lot	\$1,201.78				
		Municipal Lot - Mail Boxes	\$992.28				
		Sidewalks	\$843.39				
		All Twp Firehalls	\$2,851.11				
		Johnston Trail	\$1,174.15				
		Warsaw CC & Douro CC	\$3,250.60				
		Hall's Glen Transfer Station	\$2,359.36				
		Municipal Office Lot	\$810.37				
	26-Mar-2021	Hall's Glen Transfer Station	\$1,874.26				
		Johnston Trail	\$898.53				
		Douro CC & Warsaw CC	\$2,527.15				
		Donwood Firehall	\$2,331.83				
		Sidewalks	\$749.68				
		Municipal Lot - Mail Boxes	\$694.59				
		Sidewalks	\$937.10				
	17-Apr-2021	Johnston Trail	\$887.51				
		Douro CC & Warsaw CC	\$3,773.70				
		Hall's Glen Transfer Station	\$2,359.36				
		All Twp Firehalls	\$2,890.81				
		Municipal Office Lot	\$1,052.93				
		Municipal Lot - Mail Boxes	\$749.71				
Total 2020-2021			\$116,808.44				

**Recommendation:**

That the Public Works-2022-14 report, dated June 21, 2022, regarding the purchase of Cab and Chassis Plow Truck with Dump Box be received; and  
That Council award the tender to J.J. Stewart Motors Ltd. in the amount of \$125,816.06; and further that the 2007 Ford truck be deemed surplus to the operation and authorize the Manager to proceed with the sale of the vehicle at the appropriate time.

**Overview:**

Council approved, through the 2022 budget process, the purchase of a new Cab and Chassis Plow Truck with Dump Box for the Public Works Department to replace the current 2007 truck. Staff sent out an RFP on two different occasions, the first received no submissions. A second RFP was issued and closed at 4:00 pm on Wednesday, June 1, 2022.

**Conclusion:**

Upon tender closing one bid was received from J.J. Stewart Motors Ltd. The bid submission was reviewed and meets all of the required tender specifications. A summary of the tender price is listed in the table below.

Company	Sub Total	HST	Total Amount	TOTAL (incl. Twp. portion of HST non-refundable)
J.J. Stewart	\$123,640.00	\$16,073.20	\$139,713.20	\$125,816.06

The demand for these trucks is high and the supply is very limited. At the time of the RFP the bidder bid on a diesel even though there was the ability in the RFP to bid on both a diesel and/or gas engine. The preference would be for a gas powered engine based on discussions with our mechanic as it would better suit our needs. In accordance with the Procurement Policy I did reach out to J.J. Stewart Motors to see if there was an ability to change the engine specification from a diesel to a gas powered engine and received confirmation that this was an option with some cost savings attained.

**Financial Impact:**

The 2022 budgeted amount for the purchase of the truck is \$120,000. Any overages related to the purchase of the new unit will be funded through the sale of the surplus truck. However, by changing the specification from diesel to gas there will be some minor cost savings recognized.

**Strategic Plan Applicability:** To ensure that the public works department operates efficiently and effectively.

**Sustainability Plan Applicability:** N/A



### Report Approval Details

Document Title:	Purchase of Cab and Chassis Truck With Dump Box.docx
Attachments:	
Final Approval Date:	Jun 16, 2022

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs

**Recommendation:**

That the C.A.O.-2022-15 report, dated June 21, 2022, regarding Short-Term Rentals in the Township of Douro-Dummer be received; and

That staff be directed to prepare draft nuisance by-laws in consultation with our legal representative, to be brought back to Council for approval; and

That staff investigate the opportunity to contract the enforcement of the nuisance by-laws to the City of Peterborough through the Administrative Monetary Penalty program; and

That Council direct staff to create a Terms of Reference for a Short-Term Rental working group to further investigate the options for regulation; and

That staff continue to monitor and research the issue of Short-Term Rentals in the Province of Ontario and provide additional information to Council as it becomes available; and

That further consideration of the regulation of Short-Term Rentals be considered during the development of a new Zoning By-law in 2023.

**Overview:**

At the Council meeting held on August 3, 2021, staff provided a report and recommendation to enhance the Township's nuisance by-laws to address some of the concerns heard regarding short-term rentals including noise, garbage, dogs at large and parking. It was also recommended that an inspection fee be put in place as an administrative charge should our by-law officer be required to attend a property. There was discussion between members of the public as well as Council and staff at that meeting and the following resolution was adopted.

**Resolution Number 402-2021**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That staff proceed with sending warning letters to those currently in contravention of the Township's Zoning Regulations after receiving legal counsel, and further that staff move forward with a public process to address short term rentals in the township and report back to Council as soon as possible.

Carried

After a review of the current Zoning By-law there was concern surrounding the ability to defend any action that might be brought against us if we tried to enforce the by-law.

Staff did create a one-page document to share with renters and operators to try to educate both sides and in an attempt to reduce the infractions occurring.

A survey was prepared in early 2022 and a public meeting was held on April 7, 2022 in an attempt to gather feedback and comments to provide to Council as well as provide staff additional information while a solution was being researched.

On April 27, 2022, a Police Services Board meeting was held and staff along with the OPP representative and the Board members discussed ways to mitigate the issues being caused by some of the location that were being rented. It was suggested that one way to assist the OPP was to have robust by-laws with fines or penalties established which would allow for them to essentially “ticket” anyone who was in violation. The Township’s current by-laws do not have set out fines and any infraction would require a court proceeding which would be costly and time consuming. While the municipality can establish by-laws with set fines through the Provincial Offences Act (POA), most recently it has been brought to our attention that there may be an alternative solution to enforcing Township By-laws through an Administrative Monetary Penalty program. Staff are continuing to investigate the process and cost of this option and will report back to Council once additional information is received.

The survey received 415 responses, 341 of which were residents of the Township of Douro-Dummer. The following was captured in the survey results.

**Do you believe short term rentals should be permitted in the Township of Douro-Dummer?**

Yes - 230 – representing 55%  
No – 185 – representing 45%

**Do you believe short term rentals should be regulated in the Township of Douro-Dummer?**

Yes – 294 – representing 71%  
No – 121 – representing 29%

**Have you ever booked a short term rental through a service like Airbnb or Vrbo?**

Yes – 223 – representing 54%  
No – 192 – representing 46%

Staff put together a chart of correlations for review of some of the responses which is attached to this report and while we can’t report specifically on everything, it is important to note that this survey is just one part of the public consultation and one component when making a determination on the best path forward.

Overall the data seems to be as a result of a majority of Township residents and while many categories are fairly even, the majority believe in some type of regulation of short-term rentals.

The Township in consultation with our legal counsel have reviewed the options available for enforcement and essentially there are three, enforcement of nuisance by-laws, enforcement of zoning by-law regulations and licencing.

Staff have consulted with neighbouring municipalities and other than the Township of Selwyn, no other Township in Peterborough County has implemented any mechanism for the regulation of short-term rentals as of yet. Some simply because they are not impacted and are not experiencing the same challenges we are and have little need to address the issue.

**The Township of North Kawartha** is working through the options to provide the best recommendation to Council.

**The Township of Trent Lakes** had developed a licencing model following the establishment of a Short-Term Rental Working Group but it was never implemented and has since established a phased approach on the recommendations provided by a Short Term Rental Working Group. The expected timeline will take them into 2024.

**The Township of Selwyn** has reviewed and revised their nuisance by-laws and established an administrative fee should property inspections be required due to complaints.

Staff have also consulted with municipalities outside of the County and have received a variety of comments and feedback about their approach and their experiences.

**The Township of Oro-Medonte** adopted a By-law on July 15, 2020 to provide clarity with respect to the existing prohibition on commercial accommodations in dwelling units in the Township of Oro-Medonte and added a definition for Commercial Accommodation. The By-law was appealed to the Ontario Land Tribunal (OLT) and a hearing was held from March 22 -29, 2022. At the conclusion of the hearing the Chair issued an Oral Decision which resulted in the repeal of the By-law. The Township has appealed this decision. Staff will continue to monitor this situation as it will be precedence setting for all municipalities who are considering enforcement through the Zoning By-law.

**The Township of Blue Mountain** has a by-law that provides a system for the licensing of short-term accommodations premises (premises rented on a basis of less than 30 days). They currently have over 400 licensed properties and employ five (5) full-time By-law Officers to provide enforcement with a long list of Administrative Monetary Penalties

(AMP) for non-compliance. They also have areas identified within their Zoning By-law specifically identifying where short-term rentals are permitted.

**The Township of Sequin** has been relying on their Zoning By-law to regulate short-term rentals although in speaking with them they will be monitoring the outcome of the Oro-Medonte situation and are considering revisiting their approach.

**Conclusion:**

There is no simple solution to address the short-term rentals and the regulation of such. Many municipalities have implemented solutions and realized changes had to occur to adapt to the current environment. Staff is requesting additional time to investigate the AMP program, to monitor some of the outcomes in other municipalities, to continue to communicate with our neighbours and gather additional data. Staff is also recommending the development of a working group to assist with providing input and recommendations to Council. In the meantime, an update of our nuisance by-laws is prudent. Staff intend to work through these by-laws with our legal representative and provide a draft to Council at a future meeting, along with enforcement options.

**Financial Impact:**

There is no financial impact at this time.

**Strategic Plan Applicability:**

To ensure and enable an effective and efficient municipal administration.

**Sustainability Plan Applicability:**

N/A

**Report Approval Details**

Document Title:	Short Term Rentals in Douro-Dummer.docx
Attachments:	
Final Approval Date:	Jun 16, 2022

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Elana Arthurs was completed by workflow administrator Martina Chait-Hartwig**

Elana Arthurs

**Recommendation:**

That the Clerk/Planning-2022-43 report, dated June 21, 2022 regarding amendments to the Site Plan Control By-law be received and that the draft By-law be approved at the appropriate time during the meeting.

**Overview:**

At the Council meeting on June 7, 2022, staff presented a report regarding Bill 109 – More Homes for Everyone Act, 2022. One of the changes enacted by the bill is that the approval of Site Plan Control must be delegated to staff. In response to the staff report Council passed the following Resolution:

**Resolution Number 185-2022**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated June 7, 2022 regarding Bill 109, the More Homes for Everyone Act, 2022 be received and that staff be directed to complete the following:

- Bring forward an updated Site Plan Control By-law which delegates all Site Plan approvals to staff for the next Council meeting,
  - That staff prepare a Pre-Consultation By-law to assist in mitigating the application fees refund requirements and to have any changes in place by January 1, 2023
  - That staff work with the County of Peterborough to ensure that the language in the Official Plan is sufficient to ensure that the Township can request that peer reviews be completed prior to a Planning Act application being deemed complete.
- Carried

In response to the Resolution above staff have prepared an amended By-law for Council's approval. Any deletions are shown as a strikeout and additions are highlighted in turquoise.

**Conclusion:**

The draft By-law that is before Council is just to address the changes required by Bill 109. In making these changes staff have noted other sections of the By-law that will need to be updated to bring it inline with current best practices. Over the next year staff will bring back a revamped Site Plan By-law, Guide and Application which will be inline with best practices.

**Financial Impact:**

There is no financial impact associated with this report.

**Strategic Plan Applicability:** To ensure and enable an effective and efficient municipal administration.

**Sustainability Plan Applicability:** N/A

### **Report Approval Details**

Document Title:	Amendment to Site Plan Control By-law.docx
Attachments:	- 2022-32- Site Plan Control - Bill 109.docx
Final Approval Date:	Jun 9, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs



## **The Corporation of the Township of Douro-Dummer**

### **By-law Number 2022-32**

#### **Being a By-law to Designate the Township of Douro-Dummer as a Site Plan Control Area**

**Whereas** under the provisions of Section 41 (2) of The Planning Act, R.S.O. 1990, as amended, authority is granted to Councils of Municipalities to designate a site plan control area, where an Official Plan is in effect;

**And Whereas** Section 7.17.1 of the County of Peterborough Official Plan designates all lands in the Township as a Site Plan Control Area;

**And Whereas** Section 41 (13) of The Planning Act, R.S.O., 1990, as amended, provides authority for the Council of a Municipality to pass a By-Law prescribing certain classes of development to be exempt from Section 41 (4) and (5) of The Planning Act, 1990, as amended, and providing for the delegation of any of the Council's powers or authority as provided therein;

**And Whereas** the whole of the area covered by the Official Plan is designated as a site plan control area which is all within the limits of the Corporation;

**Now Therefore** the Council of The Corporation of the Township of Douro-Dummer enacts as follows:

1. In this by-law:
  - 1.1. **"Development"** means the construction, erection or placing of one or more buildings or structures on land, or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot;
  - 1.2. **"Corporation"** means The Corporation of the Township of Douro-Dummer;
  - 1.3. **"Owner"** means the owner of land whose interest in the land is defined and whose name is specified in the proper Registry of Land Titles Office;
  - 1.4. **"Person"** includes an owner;
  - 1.5. **"Gross Floor Area"** means the aggregate of the floor areas of all the storeys of a building including the floor area of any basement but not of a cellar or subcellar, which floor areas are measured between exterior faces of the exterior walls of the building at each floor level but excluding car parking areas

within the building and, for the purpose of this paragraph the walls of an inner court and shall be deemed to be exterior walls.

2. The whole of the area covered by the Official Plan for the Township of Douro-Dummer is designated as a site plan control area insofar as lands in all the zoning categories under the Township of Douro-Dummer Zoning By-law number 10-1996, as amended, save and except for those uses specifically exempted under section 4 of this by-law.
3. Within the various commercial, industrial and institutional, rural and agricultural zones, only projects of the following magnitude shall require approval by Council, the approval process has been delegated to the Chief Building Official and the Planner. Agreements shall be signed by the Clerk and the Mayor as per changes enacted by Bill 109:
  - 3.1. Any new commercial or industrial building or building addition, greater than 100 square metres of gross floor area;
  - 3.2. Any other new non-residential building, or building addition greater than 100 square metres of gross floor area;
  - 3.3. Any project as determined by Council within an aggregate resource area;
  - 3.4. All other projects may be approved by the Planner and the Chief Building Official.
4. The following projects shall be exempt from site plan control:
  - 4.1. Any construction or alteration of a single-family dwelling, duplex or semi-detached dwelling,
  - 4.2. Any building accessory to the uses described in paragraph 4.1 of this section;
  - 4.3. An inground or above ground swimming pool constructed in connection with the uses described in paragraph 4.1 of this section;
  - 4.4. Any new non-residential building including any accessory building less than 100 square metres of gross floor area;
  - 4.5. Any building addition less than 100 square metres of building area or floor area, whichever is greater;
  - 4.6. Any interior alteration to a building or change of use, but not a change of use to a group home;
  - 4.7. Any agricultural and farm related buildings or structures that are not utilized in active farming operations;

- 4.8. Any project which the Council of the Corporation by resolution specifically exempts from the application of the within By-law.
5. Notwithstanding the aforementioned exemptions, site plan control shall apply to:
  - 5.1. Any project, as determined by the Council for the Corporation of the Township of Douro-Dummer which is the subject of a rezoning application or;
  - 5.2. Any project where site plan control is imposed as a condition of an application to the County Land Division Committee.
6. Notwithstanding any of the provisions of any By-law which may be inconsistent with the By-law, no person shall undertake any development in the site plan control area unless the Corporation has approved the following:
  - 6.1. Plans showing the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided in conjunction therewith and of all facilities and works required under Section 7, subsection 7.1.
  - 6.2. Drawings showing plan, elevation and cross-section views for each building to be erected within a site plan control area which are sufficient to display:
    - 6.2.1. The massing and conceptual design of the proposed building;
    - 6.2.2. The relationship of the proposed building adjacent buildings, streets, and exterior areas to which members of the public have access; and
    - 6.2.3. The provision of interior walkways, stairs and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings, but which exclude the following: the layout of interior areas, other than the interior walkways; stairs and escalators referred to in clause 6.2.3; the colour, texture and type of materials; window details; construction details; architectural detail and interior design.
7. As a condition to the approval of the plans and drawings referred to in Section 6, the Corporation may require the owner to:
  - 7.1. Provide to the satisfaction of and at no expense to the municipality any or all of the following:
    - 7.1.1. Widening of highways that abut on the land;
    - 7.1.2. Subject to The Public Transportation and Highway Improvement Act, facilities to provide access to and from the land such as access ramps and curbing and traffic direction signs;

- 7.1.3. Off street vehicular loading and parking facilities, either covered or uncovered access driveways, including driveways for emergency vehicles, and the surfacing of such areas and driveways;
- 7.1.4. Walkways, including the surfacing thereof, and all other means of pedestrian access;
- 7.1.5. Facilities for the lighting, including floodlighting, of the land or of any buildings or structures thereon;
- 7.1.6. Walls, fences, hedges, trees, shrubs or other ground cover or facilities for the landscaping of the lands or the protection of adjoining lands;
- 7.1.7. Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste materials;
- 7.1.8. Easements conveyed to the municipality for the construction, maintenance or improvements of watercourses, ditches, land drainage works and sanitary sewerage facilities on the land;
- 7.1.9. Grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;
- 7.2. Maintain to the satisfaction of the municipality and at the sole risk and expense of the owner any or all of the facilities or work mentioned in paragraph 7.1.2, 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.1.7, 7.1.8, and 7.1.9 of clause 7.1, including the removal of snow from access ramps and driveways, parking and loading areas and walkways;
- 7.3. Enter into one or more agreements with the municipality dealing with any or all of the facilities, works or matters mentioned in clauses 7.1 and 7.2 or with the provision and approval of the plans and drawings referred to in Section 6.
- 8. Any agreement entered into clause 7.3 of Section 7 may be registered against the land to which it applies and the Corporation is entitled to enforce the provisions thereof against the owner and, subject to the provisions of The Registry Act and The Land Title Act, any and all subsequent owners of the land.
- 9. Section 326 of The Municipal Act R.S.O., 1990, as amended, applies to any requirements made under clauses 7.1 and 7.2 of Section 7 and to any requirements made under an agreement entered into under clause 7.3 of Section 7.
- 10. Default:
  - 10.1. Where the owner is directed or required by the By-law that any matter or things be done and such person defaults in doing such matter or thing, it may be done by the Corporation at its expense and the Corporation may recover the expense in doing it by action or the same may be recovered in like manner as municipal taxes.

10.2. Where the owner is in default in doing any matter or thing which the owner is directed or required to do by this By-law the owner is to be given written notice by prepaid registered mail to the owner's usual place of business or place of residence advising of the default and affording the owner not less than thirty (30) days to remedy the default.

10.3. Where the owner has been given notice of default by prepaid registered mail and the owner has failed to remedy the default within the time prescribed in the notice the owner is entitled to appear before a meeting of the Council in respect of such default before the Corporation proceeds under sub-section 10.1 of this section.

11. No building permit or permits are to be issued until:

11.1. The plans showing the location of all buildings and structures to be erected on the land and the location of the other facilities required by the By-law are filed by the owner with the Corporation and approved by the Corporation, and;

11.2. The perspective plans and drawings showing buildings, elevations and cross sections of industrial and commercial buildings and institutional buildings are filed by the owner with the Corporation and approved by the Corporation, and;

11.3. The owner conveys to the Corporation lands for the widening of highways required by the Corporation, free of charge and with a title free of encumbrance, and;

11.4. The owner conveys to the Corporation, free of charge and with a title free of encumbrance, lands for a walkway where required by the Corporation, and;

11.5. The owner conveys to the Corporation, free of charge and with a title free of encumbrance, any easements required by the Corporation for its purposes, and;

11.6. The owner files with the Corporation, for its approval, a lot grading plan showing all grading and changes in elevation or contour of land and disposal of storm, surface and waste water from the lands or any buildings or structures to be erected thereon;

11.7. The owner has entered into any agreements required under Section 7.3.

12. No person shall:

12.1. Block or impede access to land at the point of ingress or egress shown on the plans and drawings filed with the Corporation, and;

12.2. Park a vehicle on private property other than on the parking and loading access shown on the plans filed with the Corporation, and;

12.3. Block or impede the use of walkways shown on the plans filed with the Corporation, and;

- 12.4. Interfere with snow or ice removal directly or indirectly and without limiting the generality of the foregoing, no vehicle shall be parked so as to obstruct the removal of ice or snow from access ramps, driveways, parking areas and walkways shown on the plans filed with the Corporation, and;
- 12.5. Change the grading or contour or elevation of land from that shown on the plans filed with the Corporation and approved by the Engineer of the Corporation without the consent in writing of the Engineer of the Corporation, and;
- 12.6. Block or interfere with the disposal of or alter the normal drainage course for storm surface and waste water from land or buildings or structures unless alternative drainage is provided to the written satisfaction of the Engineer for the Corporation, and;
- 12.7. Block or interfere with watercourse, watermains, ditches, land drainage works or sanitary sewerage facilities of the Corporation or of the County of Peterborough, whichever is the case, and;
- 12.8. Permit floodlights from his land to illuminate neighbouring buildings where such illumination disturbs the sleep or privacy of the occupants of the buildings so illuminated, and;
- 12.9. Fail to maintain walls, fences, hedges, trees, shrubs or other suitable groundcover shown on the plans filed with the Corporation, and;
- 12.10. Fail to keep in good repair or uncovered all vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste materials as shown on the plans filed with the Corporation.
13. Notwithstanding the foregoing, no approval of site plans and elevation drawings for development or redevelopment in a site plan control area shall be approved unless or until proper drawings have been prepared, either by a qualified draftsman, surveyor, engineer or architect. Such drawings must be signed by the party preparing same. Such drawings must be legible. Extra copies of such drawings must also be provided in legal size and still be legible in case it is determined that a site plan agreement must be registered against the title to the owner(s) land.
14. Violations and Penalties
  - 14.1. Any persons who violates any provision of the By-law or causes or permits a violation shall be guilty of an offence and, upon conviction therefore, shall be liable for the penalties set out in Section 67 of The Planning Act, R.S.O., 1990. Each day of violation shall constitute as offence.
15. Remedies
  - 15.1. In case any building or structure is to be erected or altered or any part thereof is to be used, or any lot is to be used in contravention of any requirement of this

By-law, such contravention may be retained by action in the instance of any ratepayer or of the Corporation pursuant to the provisions of The Planning Act or the Municipal Act in that behalf.

16. Validity

16.1. If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part hereof, other than the section, clause or provision so declared to be invalid. It is hereby declared to be the intention that all the remaining sections, clauses and provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions hereof shall have been declared to be invalid.

17. That this By-law shall come into effect on the date it is passed by the Council of Corporation of the Township of Douro-Dummer, subject to the applicable provisions of The Planning Act, R.S.O., 1990, as amended.

18. That By-law No. 2002-71 of the Township of Douro-Dummer is hereby repealed.

Enacted and passed this 21st day of June, 2022.

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Mayor, J. Murray Jones

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Acting Clerk, Martina Chait-Hartwig

**Recommendation:**

That the Clerk/Planning-2022-31 report, dated June 21, 2022, regarding the County Official Plan Project be received and that Council send a letter of support to the County of Peterborough in regards to the draft County Official Plan that was presented to County Council on June 1<sup>st</sup>, 2022, along with the amendments that County Council passed at the same meeting.

**Overview:**

On June 1, 2022, County of Peterborough Staff presented a revised draft Official Plan document to County Council. Copies of the report, document and supporting evidence is linked below.

[County Staff Report – June 1, 2022 – Revised Draft Official Plan](#)  
[Revised Draft County Official Plan](#)  
[Marked-up Version of Revised Draft Official Plan](#)  
[Township of Douro-Dummer Revised Maps and Schedules](#)  
[Summary of Public Comments](#)

At the June 1, 2022 County Council meeting the following Resolutions were passed:

**“That Section 9.4.2 in the draft Official Plan be amended by deleting the last paragraph that read, "Reductions to the 30 metre setback will not be permitted for aesthetic purposes or for viewing corridors."**

and,

**“That Report PPW 2022-24 “Revised Draft County Official Plan” from the Director of Planning and Public Works be received for information; and  
That staff be directed to make the revised draft Official Plan available for public inspection and anyone requesting Notice be advised when and where the revised draft Official Plan is available; and,  
That all Townships be requested to provide the County with a Resolution in support of the County Official Plan.”**

In response to the requests from County Council, staff have prepared this report to provide a wrap-up of the plan and changes that have taken place.

**Review:**

At the Township of Douro-Dummer Council meeting which took place on February 15, 2022, Council passed the following Resolution in response to drafts of the Official Plan document:



## **Resolution Number 38-2022**

Moved By: Deputy Mayor Moher

Seconded By: Councillor Watt

That the report, dated February 15, 2022 regarding an update on the County of Peterborough Official Plan be received and that the following recommendations all be approved: pending the outcome of the public open house and public meeting on the issue;

1. That the Township of Douro-Dummer support the County Official Plan (OP) Technical Advisory Committee (TAC) recommendation to use the Kawarthas, Naturally Connected (KNC) mapping as the framework for the refinement of the provincial Natural Heritage System (NHS) overlay in the County OP.
2. That the retailing of agricultural products at farm stands and other on-farm diversified uses be limited to the products grown or manufactured in local the area (150km) and exclude the reselling of items from food terminals.
3. That camp housing for temporary workers, both foreign and domestics be permitted as on-farm diversified uses in both Rural and Agricultural areas.
4. That the Five-Year Ownership rule remain as a criterion for residential consents in all land designations in the Township except for the Rural Settlement (Hamlet) Designation.
5. That the Township continue to use the calculation that lots must have existed a minimum of 25 years prior to being eligible for severance
6. That the rural settlement boundaries be modified to remove the designation from the area of Cottesloe as it has no development potential as it is constrained on all sides by the Agricultural Systems Map; that the rural settlement designation in Young's Point be adjusted to remove those lands that are sensitive such as wetlands, other natural heritage features and conservation lands; that the rural settlement boundaries in the hamlet of Douro be shifted to the north and west to reflect the lack of the potable water to the east and south and finally that the allocations remove from Cottesloe and Young's Point be moved to the hamlets of Warsaw, Centre Dummer and Hall's Glen while keep a net-0 increase unless additional allocation is provided via the LNA.
7. That the lands located south of County Road 6 between County Road 29 and Highway 28 be designated as Employment Lands as there is additional allocation available and if not that they be commercial lands.
8. That the changes to employment and commercial designations as per the chart contained in this report be implemented and further that if additional allocation be provided to the Township, that suitable lands for the designations be found

along main transportation routes in the Township to meet provincial growth and development goals. Carried

Following that Resolution, the County held a series of open houses and accepted comments from the public. A review of the comments received and the responses from staff can be found in this chart: [Summary of Public Comments](#)

County and Township staff worked together to review the comments received and to respond to the public and make technical changes where necessary.

Further to that, the County undertook a mapping review as per Council's Resolution above. In regards to the Natural Heritage mapping, the Ministry would not accept the Kawartha's Naturally Connected mapping in place of the provincial mapping. The Ministry did accept small changes to the mapping which has produced the current map that can be found at this link: [Township of Douro-Dummer Revised Maps and Schedules](#). Further to the Natural Heritage System mapping, the County on behalf of the Township presented revisions to the Province regarding the Agricultural Systems mapping. Again the Ministry accepted slight revisions but denied the majority of the requests as they did not fit in with provincial requirements. The Ministry provided the following information for the denial of many of the changes requested to the Agricultural System Mapping:

The key concern with the mapping, as proposed, is the removal and exclusion of small pockets of non-agricultural uses (mostly small historic subdivisions or rural residential-type lots) from the broader agricultural land base. This is not supported in the Implementation Procedures. Beyond the targeted "Agricultural System Refinement" package submitted by the County, OMAFRA noted instances of this through a review of the draft Schedules, particularly within the Townships of Cavan-Monaghan and Douro-Dummer. OMAFRA recommends a consistent way of addressing these small pockets of non-agricultural uses, ensuring where possible that they are designated Agriculture to achieve consistency with the dominant designation of the area.

The last part of the mapping exercise was in response to points 6, 7 and 8 from the Resolution which requested the following:

6. That the rural settlement boundaries be modified to remove the designation from the area of Cottesloe as it has no development potential as it is constrained on all sides by the Agricultural Systems Map; that the rural settlement designation in Young's Point be adjusted to remove those lands that are sensitive such as wetlands, other natural heritage features and conservation lands; that the rural settlement boundaries in the hamlet of Douro be shifted to the north and west to reflect the lack of the potable water to the east and south and finally that the allocations remove from Cottesloe and Young's Point be moved to the hamlets of Warsaw, Centre

Dummer and Hall's Glen while keep a net-0 increase unless additional allocation is provided via the LNA.

7. That the lands located south of County Road 6 between County Road 29 and Highway 28 be designated as Employment Lands as there is additional allocation available and if not that they be commercial lands.
8. That the changes to employment and commercial designations as per the chart contained in this report be implemented and further that if additional allocation be provided to the Township, that suitable lands for the designations be found along main transportation routes in the Township to meet provincial growth and development goals.

All of these changes have been implemented, as best as possible, in the new mapping while also respecting the regulations and growth allocations from the growth allocation study and the Province's guidelines. Highlights of the new maps include the removal of the Hamlet designation from Cottesloe, the expansion of Douro to the North West, additional commercial lands along County Road 8 between the Hamlet of Douro and Highway 28 and new employment lands south of County Road 6 between County Road 29 and Highway 28.

### **Conclusion:**

The County is required to submit the new Draft Official Plan to the Ministry of Housing and Municipal Affairs by July 1, 2022. This new plan will bring the County and partner Townships into compliance with the PPS, Growth Plan and other provincial planning regulations. To support the submission to the Province, the County has requested that all partner Townships provide a Resolution of support. Staff feel that the Plan, which is before you, is a solid plan that exercises good planning principals, offers a path forward for the future and allows the Townships avenues for local decision making that best suites their individual communities. As noted in past reports, many of the new policies that will be enacted by the Plan are as a result of provincial directives and as a result, the County and Townships must enact those policies via this comprehensive review.

### **Financial Impact:**

While this report does not have a financial impact, it should be noted that there are future financial implications for the County and the Townships once this plan is approved by the Province. Further, there will also be a cost to create a new Zoning By-law to enact the new Official Plan policies, in the budget, Council has been made aware of the cost of the new Zoning By-law and plans are in place to fund that project.

**Strategic Plan Applicability:** To set out a direction of focus for economic development while utilizing resources to facilitate the promotion of the community.

**Sustainability Plan Applicability:** We will support the building of sustainable, healthy and diverse communities through planning policies and decisions that are developed and made in a transparent, open and accessible manner.

### Report Approval Details

Document Title:	Update on County Official Plan.docx
Attachments:	
Final Approval Date:	Jun 16, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

**Recommendation:**

That the Clerk/Planning-2022-42 report, dated June 21, 2022 regarding the 2022 Municipal election and restricted acts (lame duck) be received for information.

**Overview:**

With nomination day approaching on August 19, 2022, staff wanted to provide an information report to Council regarding Section 275 of the Municipal Act which speaks to restricted acts. This Section and the associated acts are colloquially called “Lame Duck”. There are two periods where lame duck restrictions may apply. The first is the period from Nomination Day, August 19, 2022 until Election Day, October 24, 2022. The second period is from Election Day, October 24, 2022 until the end of the term of Council, November 14, 2022.

During these two periods lame duck restrictions can occur if:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.
2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.
3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council. 2001, c. 25, s. 275 (1).

As we know the number of Council seats is not changing in this election, subsections 2 and 3 listed above will not apply to Douro-Dummer. Subsection 1 can be applied to Douro-Dummer and following Nomination Day and Election Day, the Acting Clerk will be required to make a determination as to whether to implement the provisions of the Act and restrict the actions that Council can take.

To determine if Council is a lame duck, a review will take place following the close of Nomination Day, August 19, 2022, and if it is found that 75% of the current council will not be returning, the restricted acts will be imposed in accordance with the Act. The same review will take place after Election Day. As we have a 5-person Council, and 75% of 5 is 3.75, so if it is determined that the new Council will include less than  $\frac{3}{4}$  of the members of the outgoing Council we will be in lame duck.

During the lame duck period the following acts are restricted:

- 1) Appointment and removal from office any officer of the municipality;
- 2) The hiring or dismissal of any employee of the municipality;
- 3) The disposition of any real or personal property exceeding \$50,000 in value at the time of disposal;
- 4) Making any expenditure or incurring a liability exceeding \$50,000

It should be noted that restrictions 3) and 4) do not apply if the disposition of the liability or the purchase was included in the approved budget adopted by Council prior to Nomination Day. As well all of the above noted restrictions do not apply where authority has been delegated to a person or body prior to Nomination Day. As Council has previously approved a new Delegated Authority By-law No. 2022-14, which covers many of the situations listed above, there should be little disruption to municipal services.

**Conclusion:**

As there have been comments from members of Council in the media regarding their intention not to run in the 2022 Municipal election, it can be determined with the current information, that the new Council will include less than 75% of the outgoing Council. Based on the current information available to staff, Lame Duck restrictions would be in place for both the time periods referenced earlier in the report and will stretch from August 19, 2022 until the November 14, 2022 but staff will review and make determinations for each time period as they arise and will provide notice.

**Financial Impact:** None as a result of this report.

**Strategic Plan Applicability:** To ensure and enable an effective and efficient municipal administration.

### Report Approval Details

Document Title:	2022 Municipal Election Restricted Acts - Lame Duck.docx
Attachments:	- 2022-14 - Delegation of Powers and Duties.pdf
Final Approval Date:	Jun 16, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs



**The Corporation of the Township of Douro-Dummer**

**By-law Number 2022-14**

**Being a By-law to Delegate Certain Powers of Council  
(Delegation of Powers By-law)  
And repeal By-law 2017-33, as amended**

**Whereas** the Municipal Act, 2001, as amended, requires all municipalities to adopt and maintain policies for the delegation of its powers and duties;

**And Whereas** the Municipal Act 2001, as amended, provides the general power to authorize a municipality to delegate its powers and duties under this or any other Act to a person or body subject to the restrictions set out in Act;

**And Whereas** the Council for The Corporation of the Township of Douro-Dummer deems it appropriate to delegate certain powers to staff in order to provide a more expeditious service to our property owners;

**Now Therefore** The Corporation of the Township of Douro-Dummer hereby enacts as follows:

1. That those duties and powers outlined in Appendix "A" attached hereto and forming part of this by-law are hereby delegated to the respective staff members/positions detailed in Appendix "A".
2. That the conditions as outlined for notice and reporting in relation to the delegation of these powers is hereby adopted.
3. That By-law 20017-33, as amended, be repealed in its entirety.

Passed in open council this 15th day of March, 2022.

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Mayor, J. Murray Jones

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Acting Clerk, Martina Chait-Hartwig

## Appendix "A"

### By-law Number 2022-14

Item	Matter	Delegated to:	Delegated Authority; Terms & Reporting Mechanism
1	<b>Hire or Dismiss Staff</b> Section 275 of the Municipal Act, 2001, as amended, sets out that council cannot hire or dismiss staff during an election year when certain circumstances exist under Section 275(1).	<b>CAO</b> This power is delegated to the CAO when Section 275(1) applies.	The CAO is delegated the authority to hire or dismiss any employee of the municipality, with just cause, when Section 275(1) of the Municipal Act, as amended, applies.  <b>Required:</b> All members of council and senior management of the municipality shall be immediately notified of the need to hire or dismiss staff and the actions taken to rectify the situation.
2	<b>Making Expenditures or incurring any other liability which exceeds \$50,000</b> Section 275 of the Municipal Act, 2001, as amended, sets out that council cannot Making Expenditures or incurring any other liability which exceeds \$50,000 during an election year when certain circumstances exist under Section 275(1).	<b>CAO</b> This power is delegated to the CAO when Section 275(1) applies.	The CAO is delegated the authority to making expenditures or incur any other liability which exceeds \$50,000 should it be deemed necessary to continue municipal business when Section 275(1) of the Municipal Act, as amended, applies.  The CAO is delegated the authority to approve contracts for projects approved by the Capital Budget and be authorized to assign approved contracts.  <b>Required:</b> No decisions will be made relative to making expenditures or incurring any other liability which exceeds \$50,000 until consultation with senior management occurs and members of council will be notified of any actions taken.
3	<b>Develop, approve and implement administrative policies, procedures and practices in the exercise of authority under section 229 of the Act.</b>	<b>CAO</b> This power is delegated to the CAO via Section 229 under the Act	The CAO has the Authority under the Act to develop, approve and implement administrative policies, procedures and practices which ensure the efficient and effective operation of the municipality.  <b>Required:</b> Notice will be provided via the appropriate avenue, Council Meeting, Committee of the Whole or HR Committee.
4	<b>Approval of Livestock Damage Claims by Wolves or Bears</b>	<b>Clerk or designate</b>	The Clerk or designate is delegated the authority to approve of the livestock investigators fees at the time of the claim.  <b>Required:</b> No action is required.

4	<b>Signing Funding Agreements previously approved of by Council</b>	<b>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)</b>	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s), are delegated the authority to sign agreements to bind the Township with respect to funding initiatives which have been approved by Council or if the Township does not have to commit to a monetary portion to receive the funding with the Federal or Provincial government or an agency of the government with respect to funding commitments for Township initiatives and to any amendment or termination of such agreements.</p> <p><b>Required:</b> None required.</p>
5	<b>Signing Land Transfer Documents previously approved of by Council</b>	<b>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)</b>	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s), are delegated the authority to sign land transfer documents to bind the Township with respect to the purchasing or selling of land previously approved of by Council.</p> <p><b>Required:</b> Notification will be given to council at the next regular council meeting of the signing of each agreement.</p>
6	<b>Agreements required by Conditions of Severance and/or Minor Variances</b>	<b>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)</b>	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to sign agreements to bind the Township with respect to any agreements which must be entered into to satisfy conditions imposed upon a severance granted by the Peterborough County Land Division Committee or by a Minor Variance imposed by the Township's Committee of Adjustment, where the minutes of such meetings have been received by Council.</p> <p><b>Required:</b> None required.</p>
7	<b>Acknowledgment and Direction and Discharge of Charge/Mortgage/Lien – Home Improvement Loans</b>	<b>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)</b>	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to sign Acknowledgment and Direction documents and Discharge of Charge/Mortgage/Lien for old mortgages entered into by the former Township of Douro and former Township of Dummer, when it is associated with the Home Loan Improvement that were provided by under the Home Development Act</p>

			<p>and the required portion of the loan was repaid.</p> <p><b>Required:</b> No action is required.</p>
8	<b>Issuance of Mobile Canteen Licences</b>	<b>Clerk or designate</b>	<p>The Clerk or designate is delegated the authority to issue licenses for mobile canteens under the conditions and requirements of the Mobile Canteen By-law.</p> <p><b>Required:</b> All members of Council and senior management of the municipality shall be notified by email within one (1) week of the issuance of the licence.</p>
9	<b>Lottery Licences</b>	<b>Clerk or designate</b>	<p>The Clerk or designate is delegated the authority to approve of others selling tickets within the Township of Douro-Dummer under Lottery Licences issued by the Province or other Municipalities.</p> <p><b>Required:</b> All members of council shall be notified at the next appropriate council meeting of the approvals granted.</p>
10	<b>Approval of Municipal Act, Section 357 Tax Cancellations</b>	<b>Treasurer</b>	<p>The Treasurer is delegated the authority to approve of applications for tax cancellations under Section 357 of the Act, based on recommendations received from the Municipal Property Assessment Corporation.</p> <p><b>Required:</b> In addition to all required notices under the Act, all members of council shall be notified at the next appropriate council meeting of the approved cancellations.</p>
11	<b>Temporary Closing of Roads</b>	<b>Manager of Public Works/Fire Chief</b>	<p>The Manager of Public Works is delegated the authority to temporarily close any municipal road for the purposes of carrying out necessary road maintenance and construction works or special events.</p> <p>The Manager of Public Works has the authority to delegate the authority, in writing, to temporarily close any municipal road for special events to the Fire Chief.</p> <p><b>Required:</b> All property owners in the area of the closure, all emergency services, and all school bus operators shall be notified a minimum of one (1) week prior to the closure of the road</p>

			with the detail of the closure. In addition, all members of council and senior management of the municipality shall be notified as soon as the need is evident requiring the closure and immediately preceding the public notification.
12	<b>Load Restrictions</b>	<b>Manager of Public Works</b>	<p>The Manager of Public Works, or his their designate, has the authority to determine when load restrictions for Township roads will be in effect under the Regulation of Traffic and Parking By-law, as amended.</p> <p><b>Required:</b> Notification will be given by the posting of signs upon municipal roads where load restrictions are in place and on the Township website.</p>
13	<b>Security at Events</b>	<b>Manager of Recreation Facilities</b>	<p>The Manager of Recreation Facilities is delegated the authority to enter into contracts to provide security personnel at events at any of the Township recreation facilities pursuant to the provisions of the Security for Events policy number R-11.</p> <p><b>Required:</b> No action is required.</p>
14	<b>Rental Contract and/or Agreements for Recreation Facilities</b>	<b>Manager of Recreation Facilities or designate</b>	<p>The Manager of Recreation Facilities is delegated the authority to enter in rental contracts and/or agreements for Community Centres, Rec Centre or Parks in accordance with the fees set by Council.</p> <p><b>Required:</b> No action is required.</p>
15	<b>Minor and Routine Contracts, Agreements and/or Leases</b>	<b>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)</b>	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to enter into minor and routine contracts, agreements and/or leases for general administration of the Corporation following approved legislation, policies and goals and objectives set by Council and Authority to bind the Corporation when required.</p> <p>Examples: For use or purchase of office equipment; routine software that is previously approved via the budget process, website products; data sharing as related to the County GIS; routine matters related to the Municipal Property Assessment Corporation (MPAC) or Ontario Property Tax Agreement (OPTA) cut-off and CD ordering etc.</p> <p><b>Required:</b> No action is required.</p>

16	<b>Collection of Property taxes and related assessment maintenance</b>	<b>Treasurer, Deputy Treasurer/Tax Collector or the Treasurer's designate</b>	<p>The Treasurer, Deputy Treasurer/Tax Collector or the Treasurer's designate is delegated the authority to:</p> <ul style="list-style-type: none"> <li>- initiate and file notices of assessment appeal, for any property in the Township of Douro-Dummer, with the Assessment Review Board ("the ARB");</li> <li>- withdraw any appeal filed by the Township of Douro-Dummer, should it be determined that it is not in the Township's best interest to proceed;</li> <li>- attend any Mediation or Settlement Conferences on property tax or assessment matter as a party to all appeals whether filed by the Township of Douro-Dummer or another person, entity or agent;</li> <li>- attend before the Assessment Review Board on property tax or assessment matters as a party to all appeals whether filed by the Township of Douro-Dummer or another person, entity or agent;</li> <li>- execute settlement agreements, on behalf of the Township of Douro-Dummer, reached in the course of a taxation or property assessment appeal, mediation or settlement conference.</li> </ul> <p><b>Required:</b> Notification will be given to council at the next regular council meeting of any taken actions regarding</p>
17	<b>Response to completeness of Zoning By-law Amendment Applications</b> Section 34 (10.4) of The Planning Act	<b>Clerk or Planner</b>	<p>The Clerk or Planner or designate are delegated the authority to:</p> <ul style="list-style-type: none"> <li>- Respond to the completeness of applications for Zoning By-law Amendment under Section 34 (10.4) of The Planning Act.</li> </ul> <p><b>Required:</b> Staff will process the Zoning By-law Amendment Application in compliance with Section 34 of The Planning Act and any applicable Township Policy.</p>
18	<b>Head under MFFIPA</b> Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56	<b>Clerk or Designate</b>	<p>1. For the purposes of the Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended, the powers and duties of the</p>

			<p>head are hereby delegated to the Clerk of the Township of Douro-Dummer.</p> <p>2. In the absence of the Clerk, for the purposes of the Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended, the powers and duties of the head are hereby delegated to the Deputy Clerk of the Township of Douro-Dummer.</p> <p><b>Required:</b> No action is required.</p>
19	<p><b>Designate an Event as Event of Municipal Significance</b> Liquor Licence and Control Act, 2019, S.O. 2019, c. 15, Sched. 22, O. Reg 747/21</p>	<b>CAO, Clerk or Designate</b>	<p>The CAO, Clerk or designate are delegated authority to designate an event as event of municipal significance for purpose of prescribing it as a special event occasion where an application has been made and it demonstrates compliance with all applicable AGCO Regulations; Consultation other Senior Staff with applicable Township approvals for licensing is required.</p> <p><b>Required:</b> Notice to Council and staff shall be provided via email at least one (1) week prior to the date of the event.</p>
20	<p><b>Authority to declare a significant weather event in order to extend the response time to achieve Minimum Maintenance Standards</b> Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways</p>	<b>Manager of Public Works</b>	<p>The Manager of Public Works is delegated the authority to declare a significant weather event under Ontario Regulation 239/02.</p> <p><b>Required:</b> Notice shall be provided to Council and Staff as soon as the decision is made. Notice shall also be placed on the Township website as soon as is practical.</p>

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development, and enrichment for the community.

**(DRAFT)**

**Minutes of a Meeting of the Township of Douro-Dummer Public Library Board held on April 12, 2022, at 3:30 p.m. through Zoom.**

**Present:** Board Chair: Georgia Gale-Kidd  
Vice Chair: Darla Milne  
Board Member: Sharon McKeiver  
Board Member: Councillor Heather Watson

**Absent:** Board Member: Clara Leahy

**Also present:** Former Board Member: Marian Leahy

**Recording Secretary:** Douro-Dummer Public Library – CEO, Anne Landry

- 1) **Call meeting to order:** The Chair called the meeting to order at 3:55 pm.
- 2) **Disclosure of Pecuniary Interest:** The Chair reminded the Board of their obligation to declare any pecuniary interest. None were declared.
- 3) **Adoption of the February 11, 2022, Minutes:**

**Resolution Number 19-2022**

Moved by: Sharon McKeiver                      Seconded by: Councillor Watson  
That the Board approves the February 11<sup>th</sup>, 2022, Library Board minutes with amendments.

Carried

**4) Business arising from Minutes:**

- a) Committee Reports
  - i) Art Gallery – No report from Sharon McKeiver.
  - ii) Schools – No report from Anne Landry.
  - iii) Friends of the Library – Verbal report from Georgia Gale-Kidd. The Friends book sale is scheduled for May 6<sup>th</sup> and May 7<sup>th</sup>. They are wondering if they should join St. Joseph school at the Community Centre, where the school is holding a garage sale, or at the library.

**Resolution Number 20-2022**

Moved by: Darla Milne                      Seconded by: Sharon McKeiver  
That Library Board Receives the Committee Reports 4 a) i) through iii).

Carried

- b) Trillium Grant Application Update: Georgia gave a verbal report. Basterfield (Landscape Architect company) will come and look at the property and potentially



Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development, and enrichment for the community.

work on a plan for the grant application. We will be sending a survey out to the population to ask the community what they would like to see in the new Library Community Outdoor space.

- c) Library Clerk – The CEO announces that the library hired a new Library Clerk and a New Casual Staff.
- d) Library Assistant – The CEO announced that the library is in the process of hiring a new library assistant.
- e) Summer Student – The CEO gave a verbal report. Employment Planning and Counselling in Peterborough no longer offers the Youth at Risk program. The library applied for a grant through the Provincial Government to get a summer student. We are still waiting to see if the grant application was successful.
- f) Going Fine Free – Report Dated April 5, 2022

### **Resolution Number 21-2022**

Moved by: Darla Milne

Seconded by: Sharon McKeiver

That the Library goes fine free, and that the CEO reach out to local newspaper to let the community know.

Carried.

### **Resolution Number 22-2022**

Moved by: Councillor Watson

Seconded by: Darla Milne

That Library Board Receives the business arising from minutes reports 4 b) through f).

Carried.

## **6. Review of Financial Reports – Dated December 21<sup>st</sup>, 2021**

### **Resolution Number 23-2022**

Moved by: Sharon McKeiver

Seconded by: Councillor Watson

That the Library Board receive the incomplete Financial Report dated April 30, 2022.

Carried

## **7. Librarian's Report – Report dated April 5, 2022.**

### **Resolution Number 24-2022**

Moved by: Councillor Watson

Seconded by: Sharon McKeiver

That the Library Board receives the Librarian's Report dated April 5<sup>th</sup>, 2022.

Carried

## **8. New Business –**

- a) Board Legacy – Marian Leahy provides a verbal report from the Webinar she attended from Learn HQ about Board Legacy. The CEO, the Board Chair and the Board Vice-Chair will start working on the Library Board Transition shortly.

## **9. Correspondence – None**

## **10. Closed Session – Personal matters from identifiable individuals (library personnel).**

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development, and enrichment for the community.

**Resolution Number 25-2022**

Moved by: Darla Milne                      Seconded by: Sharon McKeiver  
That the Board moves into closed session.

**Resolution Rising from Closed Minutes Number 26-2022**

Moved by: Councillor Watson              Seconded by: Darla Milne  
That the Board rises with no report.

Carried

**12. Adjournment:**

**Resolution Number 27-2022**

Moved by: Sharon McKeiver                      Seconded by: Councillor Watson  
That the Board Meeting be adjourned at 4:49 pm.

Carried

**Next Meeting:** June 14, 2022, at 3:00 at the Douro-Dummer Public Library.

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development, and enrichment for the community.

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Georgia Gale-Kidd,  
Board Chair

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Anne Landry,  
Recording Secretary

Meeting of the Township of Douro-Dummer Historical Committee  
At Douro-Dummer Library Building  
May 19th, 2022

Present:

Judy Bryan	Annette Dunford	Margie Morrissey	Roberta Thompson
Shelagh Landsman	Amie Brock		

Regrets:

Ruth Benson	Mike Towns
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Guest:

Weity Hamersma

Meeting Minutes:

Previous meeting minutes from April 21, 2022 adopted as read:

Adopted: Annette Dunford	Seconded: Judy Bryan
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Carried

Meeting Minutes from March 10, 2022 adopted as read:

Adopted: Judy Bryan	Seconded: Amie Brock
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-Discussion of the log buildings from last meeting is still shelved at this time.

- Weity Hamersma was in attendance to discuss remaining work at the limestone kiln.
- We have spent ~50,000 plus the cost of the property as well as the cost of the property clean-up, Township council is concerned at the growing cost of this project.
- We would like to secure a grate on the top of the site in order to make it safe for the public.
- We may request help from the township to place the grate.
- Any funds available this year will go towards construction of a grate.
- The retaining wall will cost ~10-15,000, this will be shelved until 2023.
- Historical Committee will meet at the Kiln site at 2:00 pm on Sunday June 5<sup>th</sup> so we can see the progress on the resoration.

-There is a heritage book given to the library about the life of Simeon Hamblin that dates from 1799-1875.

Adjournment:

This Meeting was Adjourned at 8:00pm

Moved by Judy Bryan, Seconded by Annette Dunford, Carried

Next meeting will be held Thursday June 16<sup>th</sup>, 2022 @ 7:00pm



CHIEF ADMINISTRATIVE OFFICER DAVID  
CLIFFORD  
PO BOX 92 894 SOUTH ST.  
WARSAW ON K0L 3A0

Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER DAVID CLIFFORD and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at [shannon.stubbs@parl.gc.ca](mailto:shannon.stubbs@parl.gc.ca), M.P. Kurek at [damien.kurek@parl.gc.ca](mailto:damien.kurek@parl.gc.ca), or M.P. Gourde at [jacques.gourde@parl.gc.ca](mailto:jacques.gourde@parl.gc.ca).

Thank you for your time.

Shannon Stubbs, M.P.  
Shadow Minister for Rural Economic Development  
and Rural Broadband Strategy  
Lakeland

Damien C. Kurek, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Battle River—Crowfoot

Jacques Gourde, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Lévis—Lotbinière

June 7, 2022

Mayor J. Murray Jones  
Deputy Mayor Karl Moher  
Councillor Shelaugh Landsmann  
Councillor Heather Watson  
Councillor Tom Watt

Dear Council:

I am writing with respect to the issue of short term rentals (STRs) in our Township. I want to protect the way of life my family has always treasured on Stoney Lake and leave a legacy for my grandchildren who are 8th generation on the lake. Short term rentals are a threat to that legacy and the lake community.

The tradition of cottaging in the community took on new intensity with the financialization of housing in Ontario. Buyers have snapped up properties all over the lake for exorbitant prices, driven up the price of housing, don't live in them and are turning them into a new term "ghost hotel". I did not buy my property beside a commercial venture and my expectation is that Council will not allow STRs to exist in residential areas.

Hosts are making thousands of dollars in rental income and not paying the township adequately for sucking all the resources out of our area. A small number of us pay personal property taxes for roads and public works, infrastructure, waste and recycling, fire and emergency services, police services and other municipal services. Projections for services are based on the population of townships. There are 7620 people living here, not the extra weekly population x 52 from numerous STRs. Are all the additional people from STRs who invade this area every year accounted for in the township's planning? I ask for proof of such planning or a business case for how the Council will pay for the extra services if they allow STRs to remain in the township. As a taxpayer, I am not willing to subsidize the additional services required for what are commercial ventures. If Council wants to have STRs in this township they must come up with a solution that benefits their residents not some non-resident owner of a rental property.

The two economic benefits of increased accommodation options for visitors and benefits to the tourism sector are vastly outweighed by the detriments of STRs:

- Environmental issues such as lake health, fisheries, ecosystems and septic systems;
- Parking;
- Noise;
- Building Code and Safety such as fire inspections, alarms, egress, etc.
- Loss of housing stock;

- Housing Affordability;
- Compatibility with surroundings;
- Competition with traditional accommodation providers;
- Landfill use and Recycling
- Fireworks
- No on-site management

A study on the Impact of Short-Term Rentals on Canadian Housing completed by McGill University highlights the detriments of having STRs in your community. The key findings were:

Short-term rentals have been a major cause of housing financialization in Canada, providing revenue outside traditional rentals; the majority of short-term rentals are owned by large-scale commercial operators and not by private individuals and the financial incentives of short-term rentals place pressure on housing, leading to long-term rentals being converted into short-term ones. One key finding was STRs are growing faster in rural and small towns.

The fabric of the lake has changed in recent years. Many of the long- time cottagers are gone. Respect for the lake has disappeared and been replaced with renters who have no vested interest in protecting the lake. They are the new invasive species.

I request that Council consider banning STRs from operating in waterfront residences, require owners running STRs in the township have a commercial license and a process to rescind that license if there are legitimate complaints documented against a rental property. The time is long past due to put an end to short-term rentals disrupting our lives and causing untold damage to our lakes. Douro-Dummer's web page says it all - A Place to Call Home. I trust Council will uphold that motto to support and protect the community for its residents who live here not bully consortiums and ghost landlords looking to make a fast buck. As residents, I believe we are entitled to the quiet enjoyment of our homes.

Respectfully,

*Suzanne Coros*

## **The Corporation of the Township of Douro-Dummer**

### **By-law Number 2022-32**

#### **Being a By-law to Designate the Township of Douro-Dummer as a Site Plan Control Area and Repeal By-law 2002-71**

**Whereas** under the provisions of Section 41 (2) of The Planning Act, R.S.O. 1990, as amended, authority is granted to Councils of Municipalities to designate a site plan control area, where an Official Plan is in effect;

**And Whereas** Section 7.17.1 of the County of Peterborough Official Plan designates all lands in the Township as a Site Plan Control Area;

**And Whereas** Section 41 (13) of The Planning Act, R.S.O., 1990, as amended, provides authority for the Council of a Municipality to pass a By-Law prescribing certain classes of development to be exempt from Section 41 (4) and (5) of The Planning Act, 1990, as amended, and providing for the delegation of any of the Council's powers or authority as provided therein;

**And Whereas** the whole of the area covered by the Official Plan is designated as a site plan control area which is all within the limits of the Corporation;

**Now Therefore** the Council of The Corporation of the Township of Douro-Dummer enacts as follows:

1. In this by-law:
  - 1.1. **"Development"** means the construction, erection or placing of one or more buildings or structures on land, or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot;
  - 1.2. **"Corporation"** means The Corporation of the Township of Douro-Dummer;
  - 1.3. **"Owner"** means the owner of land whose interest in the land is defined and whose name is specified in the proper Registry of Land Titles Office;
  - 1.4. **"Person"** includes an owner;
  - 1.5. **"Gross Floor Area"** means the aggregate of the floor areas of all the storeys of a building including the floor area of any basement but not of a cellar or subcellar, which floor areas are measured between exterior faces of the exterior walls of the building at each floor level but excluding car parking areas



within the building and, for the purpose of this paragraph the walls of an inner court and shall be deemed to be exterior walls.

2. The whole of the area covered by the Official Plan for the Township of Douro-Dummer is designated as a site plan control area insofar as lands in all the zoning categories under the Township of Douro-Dummer Zoning By-law number 10-1996, as amended, save and except for those uses specifically exempted under section 4 of this by-law.
3. Within the various commercial, industrial and institutional, rural and agricultural zones, only projects of the following magnitude shall require approval by Council, the approval process has been delegated to the Chief Building Official and the Planner. Agreements shall be signed by the Clerk and the Mayor as per changes enacted by Bill 109:
  - 3.1. Any new commercial or industrial building or building addition, greater than 100 square metres of gross floor area;
  - 3.2. Any other new non-residential building, or building addition greater than 100 square metres of gross floor area;
  - 3.3. Any project as determined by Council within an aggregate resource area;
  - 3.4. All other projects may be approved by the Planner and the Chief Building Official.
4. The following projects shall be exempt from site plan control:
  - 4.1. Any construction or alteration of a single-family dwelling, duplex or semi-detached dwelling,
  - 4.2. Any building accessory to the uses described in paragraph 4.1 of this section;
  - 4.3. An inground or above ground swimming pool constructed in connection with the uses described in paragraph 4.1 of this section;
  - 4.4. Any new non-residential building including any accessory building less than 100 square metres of gross floor area;
  - 4.5. Any building addition less than 100 square metres of building area or floor area, whichever is greater;
  - 4.6. Any interior alteration to a building or change of use, but not a change of use to a group home;
  - 4.7. Any agricultural and farm related buildings or structures that are not utilized in active farming operations;

- 4.8. Any project which the Council of the Corporation by resolution specifically exempts from the application of the within By-law.
5. Notwithstanding the aforementioned exemptions, site plan control shall apply to:
  - 5.1. Any project, as determined by the Council for the Corporation of the Township of Douro-Dummer which is the subject of a rezoning application or;
  - 5.2. Any project where site plan control is imposed as a condition of an application to the County Land Division Committee.
6. Notwithstanding any of the provisions of any By-law which may be inconsistent with the By-law, no person shall undertake any development in the site plan control area unless the Corporation has approved the following:
  - 6.1. Plans showing the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided in conjunction therewith and of all facilities and works required under Section 7, subsection 7.1.
  - 6.2. Drawings showing plan, elevation and cross-section views for each building to be erected within a site plan control area which are sufficient to display:
    - 6.2.1. The massing and conceptual design of the proposed building;
    - 6.2.2. The relationship of the proposed building adjacent buildings, streets, and exterior areas to which members of the public have access; and
    - 6.2.3. The provision of interior walkways, stairs and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings, but which exclude the following: the layout of interior areas, other than the interior walkways; stairs and escalators referred to in clause 6.2.3; the colour, texture and type of materials; window details; construction details; architectural detail and interior design.
7. As a condition to the approval of the plans and drawings referred to in Section 6, the Corporation may require the owner to:
  - 7.1. Provide to the satisfaction of and at no expense to the municipality any or all of the following:
    - 7.1.1. Widening of highways that abut on the land;
    - 7.1.2. Subject to The Public Transportation and Highway Improvement Act, facilities to provide access to and from the land such as access ramps and curbing and traffic direction signs;

- 7.1.3. Off street vehicular loading and parking facilities, either covered or uncovered access driveways, including driveways for emergency vehicles, and the surfacing of such areas and driveways;
- 7.1.4. Walkways, including the surfacing thereof, and all other means of pedestrian access;
- 7.1.5. Facilities for the lighting, including floodlighting, of the land or of any buildings or structures thereon;
- 7.1.6. Walls, fences, hedges, trees, shrubs or other ground cover or facilities for the landscaping of the lands or the protection of adjoining lands;
- 7.1.7. Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste materials;
- 7.1.8. Easements conveyed to the municipality for the construction, maintenance or improvements of watercourses, ditches, land drainage works and sanitary sewerage facilities on the land;
- 7.1.9. Grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;
- 7.2. Maintain to the satisfaction of the municipality and at the sole risk and expense of the owner any or all of the facilities or work mentioned in paragraph 7.1.2, 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.1.7, 7.1.8, and 7.1.9 of clause 7.1, including the removal of snow from access ramps and driveways, parking and loading areas and walkways;
- 7.3. Enter into one or more agreements with the municipality dealing with any or all of the facilities, works or matters mentioned in clauses 7.1 and 7.2 or with the provision and approval of the plans and drawings referred to in Section 6.
- 8. Any agreement entered into clause 7.3 of Section 7 may be registered against the land to which it applies and the Corporation is entitled to enforce the provisions thereof against the owner and, subject to the provisions of The Registry Act and The Land Title Act, any and all subsequent owners of the land.
- 9. Section 326 of The Municipal Act R.S.O., 1990, as amended, applies to any requirements made under clauses 7.1 and 7.2 of Section 7 and to any requirements made under an agreement entered into under clause 7.3 of Section 7.
- 10. Default:
  - 10.1. Where the owner is directed or required by the By-law that any matter or things be done and such person defaults in doing such matter or thing, it may be done by the Corporation at its expense and the Corporation may recover the expense in doing it by action or the same may be recovered in like manner as municipal taxes.

10.2. Where the owner is in default in doing any matter or thing which the owner is directed or required to do by this By-law the owner is to be given written notice by prepaid registered mail to the owner's usual place of business or place of residence advising of the default and affording the owner not less than thirty (30) days to remedy the default.

10.3. Where the owner has been given notice of default by prepaid registered mail and the owner has failed to remedy the default within the time prescribed in the notice the owner is entitled to appear before a meeting of the Council in respect of such default before the Corporation proceeds under sub-section 10.1 of this section.

11. No building permit or permits are to be issued until:

11.1. The plans showing the location of all buildings and structures to be erected on the land and the location of the other facilities required by the By-law are filed by the owner with the Corporation and approved by the Corporation, and;

11.2. The perspective plans and drawings showing buildings, elevations and cross sections of industrial and commercial buildings and institutional buildings are filed by the owner with the Corporation and approved by the Corporation, and;

11.3. The owner conveys to the Corporation lands for the widening of highways required by the Corporation, free of charge and with a title free of encumbrance, and;

11.4. The owner conveys to the Corporation, free of charge and with a title free of encumbrance, lands for a walkway where required by the Corporation, and;

11.5. The owner conveys to the Corporation, free of charge and with a title free of encumbrance, any easements required by the Corporation for its purposes, and;

11.6. The owner files with the Corporation, for its approval, a lot grading plan showing all grading and changes in elevation or contour of land and disposal of storm, surface and waste water from the lands or any buildings or structures to be erected thereon;

11.7. The owner has entered into any agreements required under Section 7.3.

12. No person shall:

12.1. Block or impede access to land at the point of ingress or egress shown on the plans and drawings filed with the Corporation, and;

12.2. Park a vehicle on private property other than on the parking and loading access shown on the plans filed with the Corporation, and;

12.3. Block or impede the use of walkways shown on the plans filed with the Corporation, and;

- 12.4. Interfere with snow or ice removal directly or indirectly and without limiting the generality of the foregoing, no vehicle shall be parked so as to obstruct the removal of ice or snow from access ramps, driveways, parking areas and walkways shown on the plans filed with the Corporation, and;
- 12.5. Change the grading or contour or elevation of land from that shown on the plans filed with the Corporation and approved by the Engineer of the Corporation without the consent in writing of the Engineer of the Corporation, and;
- 12.6. Block or interfere with the disposal of or alter the normal drainage course for storm surface and waste water from land or buildings or structures unless alternative drainage is provided to the written satisfaction of the Engineer for the Corporation, and;
- 12.7. Block or interfere with watercourse, watermains, ditches, land drainage works or sanitary sewerage facilities of the Corporation or of the County of Peterborough, whichever is the case, and;
- 12.8. Permit floodlights from his land to illuminate neighbouring buildings where such illumination disturbs the sleep or privacy of the occupants of the buildings so illuminated, and;
- 12.9. Fail to maintain walls, fences, hedges, trees, shrubs or other suitable groundcover shown on the plans filed with the Corporation, and;
- 12.10. Fail to keep in good repair or uncovered all vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste materials as shown on the plans filed with the Corporation.
13. Notwithstanding the foregoing, no approval of site plans and elevation drawings for development or redevelopment in a site plan control area shall be approved unless or until proper drawings have been prepared, either by a qualified draftsman, surveyor, engineer or architect. Such drawings must be signed by the party preparing same. Such drawings must be legible. Extra copies of such drawings must also be provided in legal size and still be legible in case it is determined that a site plan agreement must be registered against the title to the owner(s) land.
14. Violations and Penalties
  - 14.1. Any persons who violates any provision of the By-law or causes or permits a violation shall be guilty of an offence and, upon conviction therefore, shall be liable for the penalties set out in Section 67 of The Planning Act, R.S.O., 1990. Each day of violation shall constitute as offence.
15. Remedies
  - 15.1. In case any building or structure is to be erected or altered or any part thereof is to be used, or any lot is to be used in contravention of any requirement of this

By-law, such contravention may be retained by action in the instance of any ratepayer or of the Corporation pursuant to the provisions of The Planning Act or the Municipal Act in that behalf.

16. Validity

16.1. If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part hereof, other than the section, clause or provision so declared to be invalid. It is hereby declared to be the intention that all the remaining sections, clauses and provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions hereof shall have been declared to be invalid.

17. That this By-law shall come into effect on the date it is passed by the Council of Corporation of the Township of Douro-Dummer, subject to the applicable provisions of The Planning Act, R.S.O., 1990, as amended.

18. That By-law No. 2002-71 of the Township of Douro-Dummer is hereby repealed.

Enacted and passed this 21st day of June, 2022.

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Mayor, J. Murray Jones

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Acting Clerk, Martina Chait-Hartwig

## **The Corporation of the Township of Douro-Dummer**

### **By-law Number 2022-33**

Being a By-law of The Corporation of the Township of Douro-Dummer to confirm the proceedings of the Special Electronic Meeting of Council held on the 21st day of June, 2022 and the Regular Electronic Meeting of Council held on the 21st day of June, 2022.

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#### **The Municipal Council of The Corporation of the Township of Douro-Dummer Enacts as follows:**

1. **That** the action of the Council at its special electronic meeting held on the June 21, 2022 and regular electronic meeting held on June 21, 2022 in respect to each motion, resolution, and other action passed and taken by the Council at its said meeting is, except where prior approval of the Local Planning Appeal Tribunal is required, hereby approved, ratified, and confirmed.
2. **That** the Mayor and the proper officers of the Township are hereby authorized to do all things necessary to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Acting Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 21st day of June, 2022.

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Mayor, J. Murray Jones

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Acting Clerk, Martina Chait-Hartwig