

Minutes of the Special Meeting of Council of the Township of Douro-Dummer

March 23, 2023, 9:30 AM

Town Hall

894 South Street

Warsaw, ON K0L 3A0

Present:

Mayor Heather Watson
Deputy Mayor Harold Nelson
Councillor Thomas Watt
Councillor Adam Vervoort
Councillor Ray Johnston

Staff Present

CAO – Elana Arthurs
Acting Clerk – Martina Chait-Hartwig
Derrick Huffman – Deputy Fire Chief
Manager of Public Works – Jake Condon
Manager of Recreation Facilities – Mike Mood
Planner – Christina Coulter
Temporary CBO – Don Helleman
Administrative Assistant – Tara Lember
Building Administrator – Leisha Newton
Building Inspector – Bill Winn
Deputy Treasurer, Tax Clerk – Carol Ann-Nelson
Deputy Treasurer, Accounts Payable - Donna Kelly
Finance and Payroll Clerk – Nicole McArthur
Legislative Assistant – Anu Mundahar
Municipal Operations Assistant – Jessyka McArthur

1. Reason(s) for Special Meeting:

The Mayor called the meeting to order at 9:38 p.m. and stated that the reason for the Special Meeting was to have a working session with Council and Staff regarding the development of a new Township Strategic Plan.

2. Land Acknowledgement

The Mayor recited the Land Acknowledgment.

3. Disclosure of Pecuniary Interest:

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

4. Adoption of Agenda:

Resolution Number 093-2023

Moved By: Councillor Vervoort

Seconded By: Councillor Johnston

That the agenda for the Special Council Meeting, dated March 23, 2023, be adopted, as circulated. Carried

5. Introduction and Ice Breaker

All Council members and staff present introduced themselves and participated in an ice-breaker activity.

6. Presentation:

6.1 Christina Coulter, Planner and Iain Mudd, County of Peterborough Planner - Planning Related Plans, Policies and Legislation

Christina Coulter, Planner and Iain Mudd, County of Peterborough Planner provided a training session regarding planning related plans, policies and legislation.

7. Strategic Planning Workshop:

7.1 Review of Current Township Mission and Vision Statements

7.2 SWOT Analysis

7.3 Review of Existing Strategic Plan

At this time Mayor Watson, left the meeting and turn the chair over to Deputy Mayor Nelson. (2:30 p.m.).

8. Reports

8.1 Report to Council - Township Committees, Clerk's Office-2023-07

Resolution Number 094-2023

Moved By: Councillor Johnston

Seconded By: Councillor Vervoort

That the report, dated March 23, 2023 regarding a framework for Township Committees be received,

- That Council direct staff to begin a recruitment for members of the Events Committee with a term to run concurrent with Council and create a Terms of Reference to outline the roles and responsibilities of the Committee; and
- That Staff be directed to bring forward a standard Terms of Reference document that will act as the foundation for all future Committees that Council may create.

Carried

9. Confirming By-law – 2023-16

Moved By: Councillor Watt

Seconded By: Councillor Vervoort

That By-law Number 2023-16, being a By-law to confirm the proceedings of the Special Meeting of Council, held on the 23 day of March, 2023, 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

10. Adjournment

Resolution Number 095-2023

Moved By: Councillor Vervoort

Seconded By: Councillor Johnston

That this meeting adjourn at 2:51 p.m.

Carried

Deputy Mayor, Harold Nelson

Acting Clerk, Martina Chait-Hartwig