

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

**December 19, 2023, 5:00 PM  
Council Chambers in the Municipal Building**

**Member Present:**     **Mayor Heather Watson**  
                               **Deputy Mayor Harold Nelson**  
                               **Councillor Thomas Watt**  
                               **Councillor Adam Vervoort**  
                               **Councillor Ray Johnston**

**Staff Present:**        **Clerk - Martina Chait-Hartwig**  
                               **CBO - Don Helleman**  
                               **Interim Treasurer - Paul Creamer**

1.     Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:01 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: December 19, 2023

**Resolution Number 406-2023**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the agenda for the Regular Council Meeting, dated December 19, 2023, be adopted, as amended. Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Special Council Meeting Minutes - November 28, 2023

6.2 Regular Council Meeting Minutes - December 5, 2023

**Resolution Number 407-2023**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Minutes from the Special Council meeting held on November 28, 2023 and the Regular Council meeting held on December 5, 2023 both be received and approved. Carried

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

7.1 Municipal Appraisal Form (MAF) for Severance Files B-93-23

**Resolution Number 408-2023**

Moved by: Councillor Vervoort

Seconded by: Deputy Mayor Nelson

That the Consent Agenda for December 19, 2023 be received. Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Public Meeting - Amendment to Permit Fees for Building and Septic Permits

**Resolution Number 409-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Public Meeting regarding Building and Septic Permit fees be declared open at 5:03 p.m. Carried

In attendance:

Donna Peacock

Jeff Chalmers

Comments received:

Donna Peacock spoke in support of charges proposed.

Jeffrey Chalmers spoke in support of the charges proposed.

**Resolution Number 410-2023**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the Public Meeting regarding Building and Septic Permit Fees be declared closed at 5:10 p.m.

Carried

8.1.1 2024 Permit Fees, Building Department-2023-15

**Resolution Number 411-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the report, dated December 19, 2023, regarding 2024 Permit Fees be received and the proposed 2024 Fee Schedule be approved via By-law 2023-62 at the appropriate time in the meeting.

Carried

8.2 John Good - Off-Road Vehicle (ORVs) use on Township Roads: Withdrawn

9. Public Comment Period - No Debate or Decision

9.1 No Registrations Received

10. Staff Reports

10.1 Report and Capital Project Status

**Resolution Number 412-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the Report and Capital Status document for December 2023 received with thanks.

Carried

10.2 2024 Budget Approval, Treasurer-2023-28

**Resolution Number 413-2023**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the report, dated December 19, 2023, regarding 2024 Budget Approval be received;

That Council approve the tax levy needed for the 2024 Budget in the amount of \$6,793,017; and

That staff be requested to bring forward a Tax Rate By-Law for approval.

Carried

10.3 2024 User Fees, Treasurer-2023-30

**Resolution Number 414-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the report, dated December 19, 2023 regarding 2024 User Fees be received, and;

That Council pass By-law 2023-62 being a By-law to provide for the 2024 User Fees and Charges, and to repeal By-law 2023-08, as amended at the appropriate time during the meeting.

Carried

10.4 Community Grant Policy Approval, Treasurer-2023-29

**Resolution Number 415-2023**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report, dated December 19, 2023, regarding Community Grant Policy be received;

That Policy F-9 be approved by Council; and

That the request from the Kawartha Lake Stewards Association for \$1,000 be approved for 2024.

Carried

10.5 Police Service Board Transition – Council Appointee, Clerk's Office-2023-29

**Resolution Number 416-2023**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the report, dated December 19, 2023 regarding the Police Services Board Transition be received and that Mayor Heather Watson be the Council Appointee representing the Township of Douro-Dummer when the new Peterborough County Detachment Board comes into effect on April 1, 2024. Carried

10.6 Update on Council Member Appointments, Clerk's Office-2023-30

**Resolution Number 417-2023**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the report, dated December 19, 2023 regarding an update on Council member appointments be received, that Deputy Mayor Nelson be reappointed to the Committee of Adjustment for 2024; and  
That a meeting be held with the Arena Facilities Ad-Hoc Committee to discuss the Terms of Reference and a possible extension of the term of the Committee. Carried

11. Committee Minutes and Other Reports:

11.1 Committee of Adjustment Minutes – August 4, 2023

11.2 Police Services Board Minutes - November 3, 2023

**Resolution Number 418-2023**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the minutes from the Committee of Adjustment meeting held on August 4, 2023 and the minutes from the Police Services Board meeting held on November 3, 2023 both be received. Carried

12. Correspondence – Action Items:

12.1 Birchcliff Property Owners Association - Letter to Council on 2024 Budget

**Resolution Number 419-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

The letter from the Birchcliff Property Owners Association regarding the 2024 budget be received with thanks. Carried

**Resolution Number 420-2023**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the letter from the Birchcliff Property Owners Association be forwarded to the Manager of Public Works, Jake Condon and that Council requests that a report be prepared regarding upcoming work with Bell and what improvements can be done as part of the Birchview Road Project in 2024. Carried

12.2 Municipality of Chatham-Kent - Request for a review of Social Support Rates in the Province of Ontario

**Resolution Number 421-2023**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the letter from the Municipality of Chatham-Kent for a Request for a review of Social Support Rates in the Province of Ontario be received.

Carried

12.3 City of Greater Sudbury - Request Amendment to the Occupational Health and Safety Act to Clarify the Definition of "Employer"

**Resolution Number 422-2023**

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the letter from the City of Greater Sudbury for a Requested Amendment to the Occupational Health and Safety Act to Clarify the Definition of "Employer" be received and supported. Carried

13. By-laws:

13.1 By-law 2023-59 - Interim Tax Levy 2024

13.2 By-law 2023-60 - Borrowing By-law 2024

13.3 By-law 2023-61 - To Amend Building By-law 2021-74, Building Permit Fees 2024

13.4 By-law 2023-62 - User Fees and Charges By-law 2024

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That By-law 2023-59, A By-law to provide for an Interim Tax Levy and the Payment of Interim Taxes for the Year 2024, By-law 2023-60, Being a by-law to authorize borrowing from time to time to meet current expenditures during the fiscal years ending December 31, 2024, By-law 2023-61, Being a By-law to amend By-law No. 2021-74, as Amended (A By-law respecting Fees for Construction, Demolition Change of Use and Septic Permits), and By-law 2023-62, Being a By-law to provide for the 2024 User Fees and Charges, and to repeal 2023-08, as amended, all be passed, in open council this 19th day of December, 2023 and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

14. Reports derived from previous Notice of Motions: None

15. Notices of Motion - No Debate: None

16. Announcements:

Councillor Johnston shared a holiday greeting to all at the meeting.

Councillor Watt announced that in February, the Pathway of Fame has an event at showplace.

Clerk, Martina Chait-Hartwig shared that the Township will be the host community for the Peterborough County Awards in the Spring.

Mayor Watson spoke to the County of Peterborough's Public Meeting in February regarding their 2024 budget.

17. Closed Session: None

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

19. Matters Arising from Closed Session: None

20. Confirming By-law: 2023-63

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That By-law Number 2023-63, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 19th day of December, 2023, be passed in open Council and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

21. Next Meeting

- Regular Council Meeting - January 16, 2024

22. Adjournment

**Resolution Number 425-2023**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That this meeting adjourn at 5:57 p.m.

Carried

---

Mayor, Heather Watson

---

Clerk, Martina Chait-Hartwig