



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

Tuesday, December 17, 2024, 5:00 p.m.
Council Chambers in the Municipal Building

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.

Hybrid Meetings

Regular and Special meetings of Council are being held in person and electronically. Regular Meetings are recorded and live-streamed on the Township YouTube channel. Special Meetings will be recorded and live-streamed where feasible.

To watch the meeting live or access a recording please visit the Township's YouTube Channel
https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

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

	Pages
1. Call to Order	
2. Land Acknowledgement	
3. Moment of Silent Reflection	
4. Disclosure of Pecuniary Interest:	
5. Adoption of Agenda: December 17, 2024	
6. Adoption of Minutes and Business Arising from the Minutes	
6.1 Regular Council Meeting Minutes - December 3, 2024	1
7. Consent Agenda (Reports voted upon by ONE motion) - No Debate	
7.1 Peterborough County Council Minutes - November 20, 2024	10
7.2 Municipal Appraisal Form (MAF) for Severance Files B-99-24 and B-100-24	17
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7.4	Eastern Ontario Wardens' Caucus (EOWC) - Updates on Various Issues	29
7.5	Treasury Board Secretariat - Emergency Management Modernization Act	44
7.6	Peterborough Public Health - Merger and 2025 Health Unit Assessment	46
8.	Delegations, Petitions, Presentations or Public Meetings: None	
9.	Public Comment Period - No Debate or Decision	
	A list of registered speakers will be released no later than Monday at 4:30 p.m. The deadline to register is 12-noon on Monday prior to the meeting.	
10.	Staff Reports	
10.1	Report and Capital Project Status	47
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10.4	Council Member Appointments for 2025, Clerk's Office-2024-28	88
10.5	Re-Alignment of Twelfth Line Road Dummer, Clerk's Office-2024-27	91
11.	Committee Minutes and Other Reports:	
11.1	Committee of the Whole Meeting Minutes - December 13, 2024	112
12.	Correspondence – Action Items:	
12.1	Marie Howran - Letter regarding Septic Inspection Program	118
13.	By-laws:	
13.1	By-law 2024-71 - A By-law to provide for the User Fees and Charges By-law 2025	120
14.	Reports derived from previous Notice of Motions	
15.	Notices of Motion - No Debate	
16.	Announcements:	
17.	Closed Session: None	

18. **Rise from Closed Session with or without a Report**

19. **Matters Arising from Closed Session**

20. **Confirming By-law 2024-72**

150

21. **Next Meeting**

First Budget Draft Meeting - Part 1 - January 7, 2025 at 10 a.m.

First Budget Draft Meeting - Part 2 - January 9, 2025 at 10 a.m.

Regular Council Meeting - January 21, 2025 at 5 p.m.

22. **Adjournment**

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

**December 3, 2024, 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: C.A.O. - Todd Davis
Clerk - Deputy C.A.O. - Martina Chait-Hartwig
CBO - Don Helleman
Treasurer - Paul Creamer
Fire Chief - Chuck Pedersen

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 3, 2024**Resolution Number 419-2024**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Johnston

That the agenda for the Regular Council Meeting, dated December 3, 2024, be adopted, as circulated.

Carried

6. Adoption of Minutes and Business Arising from the Minutes6.1 Regular Council Meeting Minutes - November 19, 2024**Resolution Number 420-2024**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the Regular Council Meeting Minutes held on November 19, 2024, be received and approved.

Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate7.1 Municipal Appraisal Form (MAF) for Severance Files B-55-20 and B-81-247.2 Ministry of Natural Resources - Introduction of Bill 228 - Resource Management and Safety Act 20247.3 Peterborough County Council Minutes - November 6, 2024**Resolution Number 421-2024**

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

The Consent Agenda for December 3, 2024, be received.

Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Delegation - David Bignell and John Runza, Morton Medical Center - Update on Morton Medical Center (MMC)

Resolution Number 422-2024

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the delegation from David Bignell, Morton Medical Center, regarding an update on the Morton Medical Center (MMC), be received, and staff be directed to include this request in the 2025 Budget Deliberations, incorporating a \$3,977.00 tax rebate. Carried

8.2 Delegation - Donna Peacock and Jane Cooper - Request for Support of Fundraiser at Douro Community Centre

Resolution Number 423-2024

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the delegation from Donna Peacock and Jane Cooper regarding a request to support a fundraiser at the Douro Community Centre be received, and that the fees for the use of Wellington Room for the event be waived. Carried

9. Public Comment Period - No Debate or Decision: None

10. Staff Reports

10.1 Report and Capital Project Status

Resolution Number 424-2024

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the Report and Capital Project Status document be received. Carried

10.2 Thermal Imaging Cameras Purchase, Treasurer-2024-24

Resolution Number 425-2024

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report, dated December 3, 2024, regarding Purchasing Report – December 2024 be received AND;

That Council provide directions to staff on whether to purchase two thermal imaging cameras for Fire Hall 2 and 4 prior to the cost increase which will save \$2,500 AND;

That if approved, this purchase is to be funded through the 2025 Budget.

Carried

10.3 Discretionary Sewage System Maintenance Inspection Program, Building Department-2024-17

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the report, dated December 3, 2024, regarding the Discretionary Sewage System Maintenance Inspection Program (DSSMIP) be received and;

That the Discretionary Sewage System Maintenance Inspection Program continue in the whole Township and the fee be added to tax levy and staff be directed to bring back a report on the fee structure.

Councillor Johnston requested a recorded vote. The roll was called by the Clerk and the vote was as follows:

Councillor Johnston – No

Councillor Vervoort – No

Councillor Watt – Aye

Deputy Mayor Nelson – Aye

Mayor Watson – No

For the Motion – 2, Against the Motion – 3

Failed

Resolution Number 426-2024

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report, dated December 3, 2024, regarding the Discretionary Sewage System Maintenance Inspection Program (DSSMIP) be received and;

That the Discretionary Sewage System Maintenance Inspection Program be limited to high-risk waterfront and high-density areas, with a voluntary service option available for the remainder of the Township. Further, that staff be directed to prepare a report on implementing a user fee system and include funding for an education program as part of the general levy.

Councillor Vervoort requested a recorded vote. The roll was called by the Clerk and the vote was as follows:

Councillor Johnston – Aye

Councillor Vervoort – Aye

Councillor Watt – No

Deputy Mayor Nelson – No

Mayor Watson – Aye

For the Motion – 3, Against the Motion – 2

Carried

11. Committee Minutes and Other Reports: None

12. Correspondence – Action Items:

12.1 City of Toronto - Respecting Local Democracy: Toronto City Council Stands Against Provincial Overreach

12.2 City of Hamilton - Opposing the Proposed Provincial Initiative that Seeks to Restrict or Limit the Autonomy of Municipalities in Implementing Road Safety Measures

Resolution Number 427-2024

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the Resolution from the City of Toronto regarding "respecting local democracy: Toronto City Council stands against provincial overreach" and the Resolution from the City of Hamilton regarding "opposing the proposed provincial initiative that seeks to restrict or limit the autonomy of municipalities in implementing road safety measures" both be received. Carried

13. By-laws: None

14. Reports derived from previous Notice of Motions: None

15. Notices of Motion - No Debate: None

16. Announcements:

Council Johnston - Thank you to everyone who attended us for the Township's Santa Claus Parade on November 30, 2024, in Warsaw.

Council Watt – The community be requested to stay tuned for upcoming fundraiser mentioned earlier in the year.

Mayor Watson - Extends gratitude to Sharon Foster for baking nearly 1,400 cookies and to Doyle Tree Service for their support with the Township Christmas tree lights.

17. Closed Session:17.1 Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25**Resolution Number 428-2024**

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That Council move into Close Session for the matters under Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25, (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that council will take a five-minute recess. (6:23 p.m.).

Carried

18. Rise from Closed Session with or without a Report**Resolution Number 429-2024**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That Council rise from Closed Session without a report (6:58 p.m.).

Carried

19. Matters Arising from Closed Session: None20. Confirming By-law 2024-70

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That By-law Number 2024-70, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 3rd day of December, 2024, be passed in open Council and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

21. Next Meeting

Committee of the Whole Meeting - December 10, 2024 at 10 a.m.

Regular Council Meeting - December 17, 2024 at 5:00 p.m.

22. Adjournment

Resolution Number 430-2024

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That this meeting adjourn at 6:59 p.m.

Carried

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

Minutes County Council - Regular Meeting



9:30 AM - Wednesday, November 20, 2024
Electronic Participation

The meeting was held hybrid (in-person and electronic) and was streamed live on the County of Peterborough's YouTube channel ([Watch Video](#)).

Present: Warden Bonnie Clark, Deputy Warden Sherry Senis, Councillor Carolyn Amyotte, Councillor Carol Armstrong, Councillor Ron Black, Councillor Lori Burt, Councillor Matthew Graham, Councillor Ryan Huntley, Councillor Terry Lambshead, Councillor Jim Martin, Councillor Harold Nelson, Councillor Joe Taylor, Councillor Heather Watson, Councillor Hart Webb, Councillor Jim Whelan, and Councillor Pat Wilford

Regrets:

Staff Present: Chief Administrative Officer Sheridan Graham; CFO/CIO/Director of Corporate Services/Deputy CAO Jennifer Stover; Chief of Paramedics Patricia Bromfield; Senior Director of Planning and Public Works Bryan Weir; Director of Legislative Services/Clerk Kari Stevenson; Director of Planning, Development and Public Works Iain Mudd; Manager of Finance/Deputy Treasurer Michelle Fisher; General Manager of Communications and Tourism Tracie Bertrand; General Manager of People Services Allison Young; Manager of Waste Management Kerri Snoddy; General Manager of Operations Bill Linnen; Deputy Chief of Operations Ryan Moloney; Senior Financial Analyst Dan Sutherland

1. Call To Order

Warden Clark called the meeting to order at 9:30 a.m.

2. Land Acknowledgement

3. Moment of Silent Reflection/Silence

4. Adoption of Agenda

Resolution No. 244-2024

Moved by Councillor Burt
Seconded by Councillor Amyotte

That the agenda be adopted as circulated.

Carried

5. Disclosure of Interest

Councillor Watson declared an interest in item 8.a.

6. Adoption of Minutes

Resolution No. 245-2024

Moved by Councillor Wilford
Seconded by Councillor Armstrong

That the minutes of the Regular Council meeting of November 6th, 2024 be adopted as circulated.

Carried

7. Delegations and Presentations

**a. Denise Humphries, County Plowman's Association
Re: Plowman's Association Presentation**

Denise Humphries announced Warden Bonnie Clark as the winner of the Reeves and Deputy Reeves Annual Plowing Competition and presented Warden Clark with the trophy.

**b. Sheridan Graham, CAO/Deputy Clerk/Deputy Treasurer
Bryan Weir, Senior Director of Planning and Public Works
Re: Recognition of Retirement for Bryan Weir**

Sheridan Graham thanked Bryan Weir for his 36 years of service at Peterborough County. Bryan Weir reflected on his time at the County and thanked staff and Council for their support during his tenure.

**c. Terry Rees, Consultant, Invasive Species Centre
Re: Phragmites Funding / Programming for the County**

Resolution No. 246-2024

Moved by Councillor Webb
Seconded by Councillor Lambshead

That the presentation from Terry Rees, Consultant, Invasive Species Centre regarding Phragmites Funding/Programming for the County be received and referred to staff for a County-led application for mapping the County road allowances; and

That, if the application is successful, staff bring forward a report on the long-term financial implications for a regional leadership role.

Carried

8. Consent Items

Note: All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion.

- a. **Warden Clark**
Re: Peterborough Agriculture Society
- b. **Staff Reports**
Karla Sampson, Senior Executive Assistant to the CAO
Re: ROMA Delegations
- c. **Staff Reports**
Kari Stevenson, Director, Legislative Services/Clerk
Re: Amend 2025 Council Meeting Calendar
- d. **Staff Reports**
Doug Saccoccia, General Manager of Engineering & Construction
Kari Stevenson, Director, Legislative Services/Clerk
Re: Amend County Road System By-law
- e. **Staff Reports**
Michelle Fisher, General Manager, Finance/Deputy Treasurer
Re: FIN 2024-24, Indexing of the County's Development Charges By-law for 2025
- f. **Staff Reports**
Kim Squires, Manager, Purchasing
Re: Purchasing Awards - August, September and October
- g. **Staff Reports**
Sheridan Graham, CAO/Deputy Clerk/Deputy Treasurer
Re: CAO's Third Quarter Report
- h. **Correspondence Report**
- i. **Committee Minutes**
Finance Committee
Re: November 6th, 2024

Councillor Watson abstained from voting.

Resolution No. 247-2024

Moved by Councillor Martin
Seconded by Councillor Burtt

That the request from the Peterborough Agriculture Society be received; and

That a letter be sent to the City of Peterborough with County Council's support of the Agriculture Society's request; and,

That report CAO 2024-24 ROMA Delegations be received; and

That staff be directed to seek delegations at ROMA with the Ministry of Infrastructure and the Ministry of Health; and

That Council should advise the CAO and Warden of any other delegation items prior to November 25th; and,

That Report CPS 2024-37, Amend 2025 Council Meeting Calendar be received, and the calendar be approved; and,

That Report PPW 2024-26 Amend County Road System By-law be received; and

An amendment to the County Road System By-law No. 2008-20 be approved; and,

That Report FIN 2024-24 on Indexing of the County's Development Charges By-law for 2025 be received; and

That the Development Charges By-law indexation for 2025 be approved; and,

That report FIN 2024-23 Purchasing Awards Report for August, September and October 2024 be received; and,

That report CAO 2024-25 CAO's Third Quarter Report be received; and,

That the correspondence report CPS 2024-38 be received; and,

That the minutes of the Finance Committee dated November 6, 2024 be adopted.

Carried

9. Staff Reports - Direction

a. Finance

Jennifer Stover, CFO/CIO, Sr. Director of Corporate Services
Re: FIN 2024-25, 2025 Budget Update

Resolution No. 248-2024

Moved by Deputy Warden Senis
Seconded by Councillor Nelson

That the \$1,000,000 allocated in the draft waste management for organics program be removed from the 2025 draft budget until such time as full cost and service considerations are presented to Council; and

That the \$1,000,000 remain in the Waste Management General Long Term Planning Reserve.

Carried.

Resolution No. 249-2024

Moved by Councillor Graham
Seconded by Councillor Black

Councillor Martin moved a motion seconded by Deputy Warden Senis.
Councillor Graham amended this main motion which was seconded by Councillor Black.

The amendment to the motion was voted on first.

That \$100,000 be removed from the operating budget and the balance of \$143,000 be put into a reserve for economic development.

Ayes: Armstrong, Black, Graham, Huntley, Lamshead, Taylor, Webb, and Whelan

Nays: Clark, Senis, Amyotte, Burt, Martin, Nelson, Watson, and Wilford

DEFEATED. 10-10 on a recorded vote

Resolution No. 250-2024

Moved by Councillor Martin
Seconded by Deputy Warden Senis

That Council approve the Economic Development Executive Committee recommendation that a reserve be established with the unallocated \$240,000 pending the development of the County Economic Development strategy; and

That spending related to the Economic Development strategy be brought forward to Council for review and approval.

Ayes: Clark, Senis, Amyotte, Burt, Martin, Nelson, Watson, Whelan, and Wilford

Nays: Armstrong, Black, Graham, Huntley, Lamshead, Taylor, and Webb

CARRIED. 11-9 on a recorded vote

Resolution No. 251-2024

Moved by Councillor Graham
Seconded by Councillor Black

That Report FIN 2024-25 titled, "2025 Budget Update" be received; and

That the Finance Committee work with staff to report back to Council with options to significantly reduce the County's reliance on reserves for 2025 and moving forward with a target reduction of 2% operating budget reduction in 2025.

Ayes: Clark, Amyotte, Armstrong, Black, Burt, Graham, Huntley, Lamshead, Martin, Nelson, Taylor, Watson, Webb, Whelan, and Wilford

Nays: Senis

CARRIED. 17-3 on a recorded vote

10. Notices of Motion

11. Announcements

Councillor Nelson announced that the Township of Douro-Dummer will be hosting their annual Santa Claus Parade on Saturday, November 30th.

Warden Clark advised that John Braybrook, a Councillor for the Municipality of Trent Lakes, has been appointed Chair of the Peterborough OPP Detachment Board. Mayor Heather Watson from the Township of Douro-Dummer is Vice Chair.

Warden Clark reminded everyone that the Warden for a Day application period is still open.

Councillor Wilford announced that the Township of Asphodel-Norwood will be hosting their Santa Claus Parade on Saturday, November 30th, at 7 p.m.

12. Closed Session

13. Rise from Closed Session

14. Matters Arising from Closed Session

15. By-laws

16. Confirming By-law

Resolution No. 252-2024

Moved by Councillor Watson
Seconded by Councillor Black

That the confirming by-law to adopt, ratify, and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council be adopted.

Carried

17. Adjournment

Resolution No. 253-2024

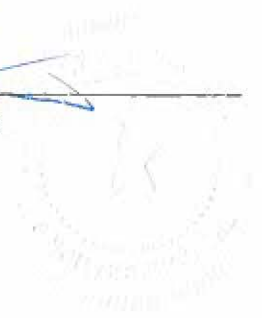
Moved by Councillor Huntley
Seconded by Councillor Webb

That the Council meeting adjourn at 11:47 a.m.

Carried

Bonnie Clark
Warden, Bonnie Clark

Kari Stevenson
Clerk, Kari Stevenson





COUNTY OF PETERBOROUGH
MUNICIPAL APPRAISAL FORM

APPLICANT: John & Jacqueline Alleyne

FILE B - 99-24

LOT: 21, CON.: 1 MUNICIPAL WARD: Douro

911 address: 1677 Douro First Line, Roll #: 1522-010-001-01600, Island # or other: _____

APPLICATION FOR: Creation of a new lot _____

RECOMMENDATION:

Application conforms to the Official Plan. Severed parcel conforms to the Zoning By-Law. Retained parcel does not conform to the Zoning By-Law. The Township recommends this application. If the application is approved, the following conditions are requested:

- 1. [X] \$1250 Cash-in-lieu of parkland fee be paid to the Municipality.
2. [X] Minor Variance for the retained parcel to the satisfaction of the Municipality.
3. [X] A 3-metre strip of frontage from the severed parcel be deeded to the Township for road widening purposes. Cost to be incurred by the applicant.
4. [X] A Mitigation Measures Agreement is to be entered into between the Owner and the Municipality and registered on title at the owner's expense, which would recognize the recommendations outlined in Section 11 and Appendix I of the Scoped Natural Heritage Evaluation (sNHE) prepared by Oakrdge Environmental Ltd. dated September 2023.
5. [X] A test hole for the septic system be inspected, there is a fee to inspect test holes to ensure a septic system would be viable. The fees have been paid. The applicant is responsible for the digging of the test holes.

Comments: The minor variance is required to recognize a deficient lot frontage for the retained parcel. A minimum lot frontage of 135 m is required and the application indicates the lot frontage will be 128 m. Alternatively, the frontage of the severed parcels could be adjusted to ensure minimum lot frontages of 45 m and a minimum lot frontage of the retained parcel of 135 m. The lot frontages should be verified by an Ontario Land Surveyor and the minimum lot area for the severed parcels must be 0.4 hectares.

The Manager of Public Works has noted that the entrance to the severed lot should be located at the north end of the lot for safe sightlines.

According to air photos, including those submitted with the application, there appears to be an accessory structure on the severed parcel. This should be removed/relocated or a rezoning will be required to recognize an accessory structure prior to a primary structure (S. 3.1.11).

OFFICIAL PLAN:

Application conforms to the Township Official Plan policies, Section(s) 6.2.2.2, 6.2.2.3 (d), 6.2.2.5 (a), (d) & (e), 6.1.1 and 7.12.

Severed Parcel:

- a) Proposed Use: Residential
b) Land Use Designation(s): Rural.
c) The proposed use is a permitted one.
d) Special policies affecting the severed parcel (i.e. OPA): _____.

Retained Parcel(s):

- a) Proposed Use: Residential & Agricultural - existing.
b) Land Use Designation(s): Rural.
c) The proposed use is a permitted one.
d) Special policies affecting the retained parcel (i.e. OPA): _____.

ZONING BY-LAW:

Severed Parcel:

- a) The severed parcel conforms to the Township Zoning By-Law provisions, Section(s) 9.1.5, 9.2.4 (a) & (b).
b) [X] A rezoning is not required for the severed parcel.
c) [X] A minor variance is not required for the severed parcel.
d) The existing zoning of the severed parcel is: (RU).
e) The recommended zoning of the severed parcel would be: _____.

Retained Parcel(s):

- a) The retained parcel does not conform to the Township Zoning By-Law provisions, Section(s) 9.2.1 (b) and/or 9.2.6.1 (b).
b) [X] A rezoning is not required for the retained parcel.
c) [X] A minor variance is required for the retained parcel.
d) The existing zoning of the retained parcel is: (RU).
e) The recommended zoning of the retained parcel would be: _____.

General:

- a) If the severed and/or retained parcel(s) do not conform to the Zoning By-Law, Council supports a rezoning and/or minor variance.

Completed By: Christina Coulter

Date: December 5, 2024

Amended Date: _____

2024-12-04

This document is available in 12 pt. font for accessibility.

B-99-24 MAF

FILE: B-99-24 Lot 1
DATE: November 8, 2024

Notice of Application For Consent

- TO:
- Municipality
 - Planning Department
 - Public Health
 - Twp Septic Review
 - (ORCA) (CVCA) (KRCA) CP Rail
 - Public Works
 - City of Peterborough
 - Ministry of Transportation (K) (B)
 - Trent Severn Waterway
 - Chief, First Nation Council
 - Other
 - Bell Canada
 - KPR & PVNCCD School Boards

Pursuant to Section 3(8) of Ontario Regulation 197/96, under the Planning Act, I am enclosing a copy of an application for Consent, for your review and comments to the Peterborough County Land Division Office.

An application for Consent has been made by **John & Jacqueline Alleyne** .

Purpose and Effect

The purpose of the application is to request the consent of the Land Division Office to the conveyance of a parcel of land having a frontage of approximately **48m** and an area of approximately **0.6 ha**.

The effect of the application is to create a new residential lot.

Location of Land

Municipality: (Ward of) **Douro** Lot **21** Concession **1**. Plan _____ Block _____
911 Address: 1677 Douro First Line

Other Planning Act Applications: This land is the subject of the application is the subject of another application under the Planning Act for:

- Official Plan Amendment: File Number _____
- Zoning By-Law Amendment: File Number _____
- Minor Variance: File Number _____
- Minister’s Zoning Order Amendment: File Number _____

Decision and Appeal

If you wish to be notified of the decision in respect of the proposed consent, you must make a written request to the Land Division Office at the address noted below.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make a written submission to the Land Division Office before it gives or refuses to give a provisional consent, then the Local Planning Appeal Tribunal may dismiss the appeal.

Last Day for Receiving Comments:

Pursuant to Section 53 (14) of the Planning Act, if an application is made for a consent and a decision regarding the application is not made within 60 days after the day the application is received by the Land Division Office, the applicant may appeal to the Local Planning Appeal Tribunal. It is the policy of the Land Division Committee that there be 35 consecutive days allowed for agencies to submit their comments.

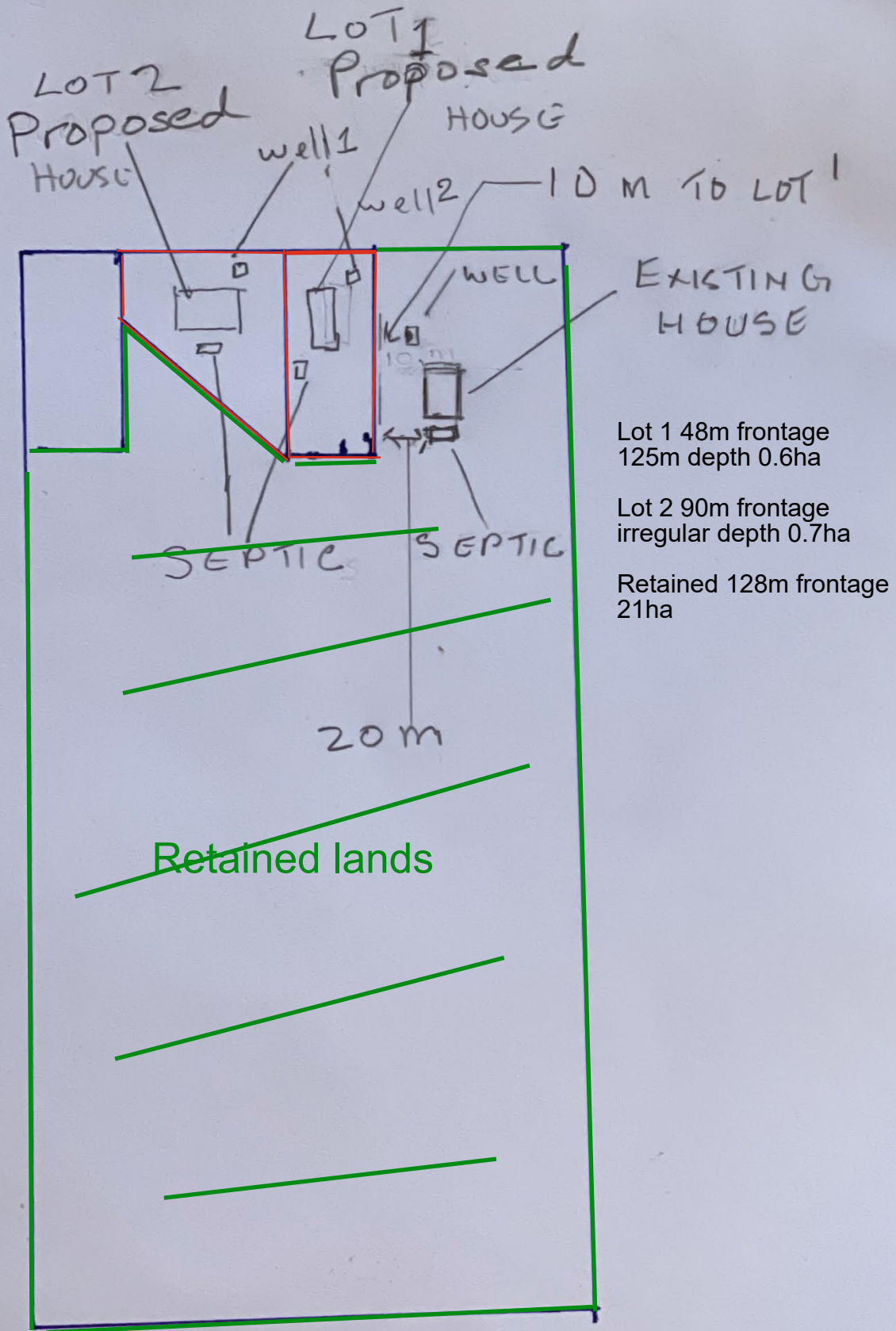
Therefore, your comments are required to be received prior to December 13, 2024. If comments are not received, prior to this date, the Committee may proceed with the hearing of this application.

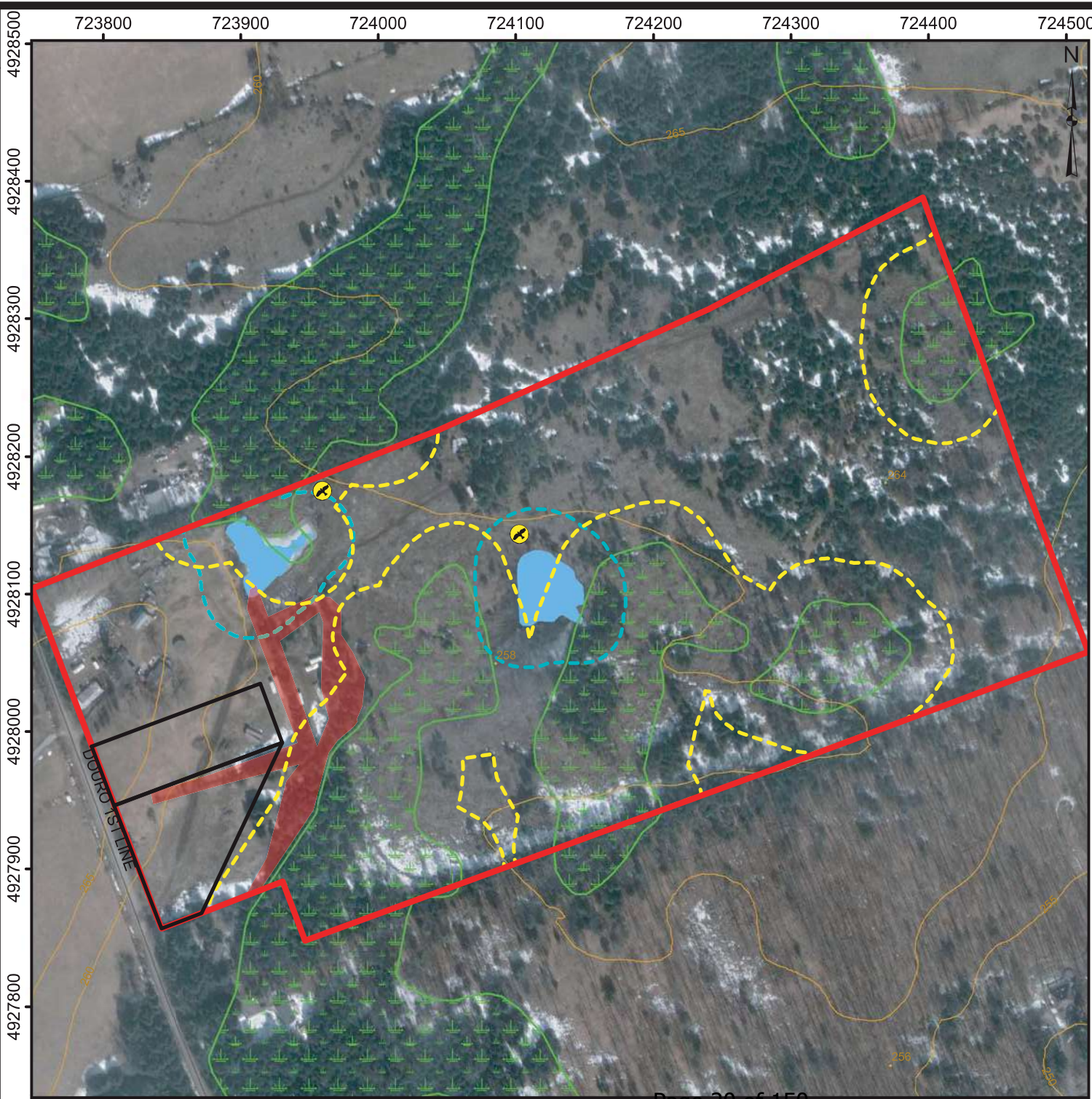
Please quote the name of the applicant and the file number, which is located at the top right hand corner of the application form, on your correspondence which is directed to this office.

Additional information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:

**County of Peterborough, Land Division Office,
County Court House, 470 Water Street, Peterborough, Ontario. K9H 3M3**

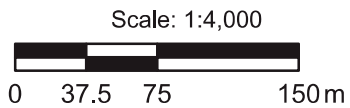
If you require this information in an accessible format, please contact Ann Hamilton at ahamilton@ptbocounty.ca 705-743-0380 extension 2406





Scoped Natural Heritage Evaluation (sNHE)
Proposed Two (2) Lot Severance
 1677 Douro First Line
 Part of Lot 21, Concession 1 (Douro)
 Township of Douro-Dummer,
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Wetland (Unevaluated)
- Wetland Setback (30 m)
- Waterbody
- Waterbody Setback (30 m)
- Fencerow
- Road
- Contour (5 m Intervals)
- Spot Height (m asl)
- ⚡ Eastern Whip-poor-will



Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)

Imagery provided by Google Earth (2021)

Feature locations determined by differential GPS (+/- 3.0 m)

Optimized for Oakridge Environmental Ltd. printing

TITLE	Constraints
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PROJECT # 23-3311
DATE September 2023

FIGURE NO. 6

Roll #1522-010-001-01600
Part Lot 21 Concession 1 Douro
Alleyne
Severance Sketch



Scale (Metric)
1:4,800



COUNTY OF PETERBOROUGH
MUNICIPAL APPRAISAL FORM

APPLICANT: John & Jacqueline Alleyne

FILE B - 100-24

LOT: 21, CON.: 1 MUNICIPAL WARD: Douro

911 address: 1677 Douro First Line, Roll #: 1522-010-001-01600, Island # or other: _____

APPLICATION FOR: Creation of a new lot _____

RECOMMENDATION:

Application conforms to the Official Plan. Severed parcel conforms to the Zoning By-Law. Retained parcel does not conform to the Zoning By-Law. The Township recommends this application. If the application is approved, the following conditions are requested:

- 1. [X] \$1250 Cash-in-lieu of parkland fee be paid to the Municipality.
2. [X] Minor Variance for the retained parcel to the satisfaction of the Municipality.
3. [X] A 3-metre strip of frontage from the severed parcel be deeded to the Township for road widening purposes. Cost to be incurred by the applicant.
4. [X] A Mitigation Measures Agreement is to be entered into between the Owner and the Municipality and registered on title at the owner's expense, which would recognize the recommendations outlined in Section 11 and Appendix I of the Scoped Natural Heritage Evaluation (sNHE) prepared by Oakrdge Environmental Ltd. dated September 2023.
5. [X] A test hole for the septic system be inspected, there is a fee to inspect test holes to ensure a septic system would be viable. The fees have been paid. The applicant is responsible for the digging of the test holes.

Comments: The minor variance is required to recognize a deficient lot frontage for the retained parcel. A minimum lot frontage of 135 m is required and the application indicates the lot frontage will be 128 m. Alternatively, the frontage of the severed parcels could be adjusted to ensure minimum lot frontages of 45 m and a minimum lot frontage of the retained parcel of 135 m. The lot frontages should be verified by an Ontario Land Surveyor and the minimum lot area for the severed parcels must be 0.4 hectares.

The Manager of Public Works has noted that the entrance to the severed lot should be located at the south end of the lot for safe sightlines.

OFFICIAL PLAN:

Application conforms to the Township Official Plan policies, Section(s) 6.2.2.2, 6.2.2.3 (d), 6.2.2.5 (a), (d) & (e), 6.1.1 and 7.12.

Severed Parcel:

- a) Proposed Use: Residential
b) Land Use Designation(s): Rural.
c) The proposed use is a permitted one.
d) Special policies affecting the severed parcel (i.e. OPA): _____.

Retained Parcel(s):

- a) Proposed Use: Residential & Agricultural - existing.
b) Land Use Designation(s): Rural.
c) The proposed use is a permitted one.
d) Special policies affecting the retained parcel (i.e. OPA): _____.

ZONING BY-LAW:

Severed Parcel:

- a) The severed parcel conforms to the Township Zoning By-Law provisions, Section(s) 9.1.5, 9.2.4 (a) & (b).
b) [X] A rezoning is not required for the severed parcel.
c) [X] A minor variance is not required for the severed parcel.
d) The existing zoning of the severed parcel is: (RU).
e) The recommended zoning of the severed parcel would be: _____.

Retained Parcel(s):

- a) The retained parcel does not conform to the Township Zoning By-Law provisions, Section(s) 9.2.1 (b) and/or 9.2.6.1 (b).
b) [X] A rezoning is not required for the retained parcel.
c) [X] A minor variance is required for the retained parcel.
d) The existing zoning of the retained parcel is: (RU).
e) The recommended zoning of the retained parcel would be: _____.

General:

- a) If the severed and/or retained parcel(s) do not conform to the Zoning By-Law, Council supports a rezoning and/or minor variance.

Completed By: Christina Coulter

Date: December 5, 2024

Amended Date: _____

FILE: B-100-24 Lot 2
DATE: November 8, 2024

Notice of Application For Consent

- TO:
- Municipality
 - Planning Department
 - Public Health
 - Twp Septic Review
 - (ORCA) (CVCA) (KRCA) CP Rail
 - Public Works
 - City of Peterborough
 - Ministry of Transportation (K) (B)
 - Trent Severn Waterway
 - Chief, First Nation Council
 - Other
 - Bell Canada
 - KPR & PVNCCD School Boards

Pursuant to Section 3(8) of Ontario Regulation 197/96, under the Planning Act, I am enclosing a copy of an application for Consent, for your review and comments to the Peterborough County Land Division Office.

An application for Consent has been made by **John & Jacqueline Alleyne** .

Purpose and Effect

The purpose of the application is to request the consent of the Land Division Office to the conveyance of a parcel of land having a frontage of approximately **90m** and an area of approximately **0.7 ha**.

The effect of the application is to create a new residential lot.

Location of Land

Municipality: (Ward of) **Douro** Lot **21** Concession **1**. Plan _____ Block _____
911 Address: 1677 Douro First Line

Other Planning Act Applications: This land is the subject of the application is the subject of another application under the Planning Act for:

- Official Plan Amendment: File Number _____
- Zoning By-Law Amendment: File Number _____
- Minor Variance: File Number _____
- Minister’s Zoning Order Amendment: File Number _____

Decision and Appeal

If you wish to be notified of the decision in respect of the proposed consent, you must make a written request to the Land Division Office at the address noted below.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make a written submission to the Land Division Office before it gives or refuses to give a provisional consent, then the Local Planning Appeal Tribunal may dismiss the appeal.

Last Day for Receiving Comments:

Pursuant to Section 53 (14) of the Planning Act, if an application is made for a consent and a decision regarding the application is not made within 60 days after the day the application is received by the Land Division Office, the applicant may appeal to the Local Planning Appeal Tribunal. It is the policy of the Land Division Committee that there be 35 consecutive days allowed for agencies to submit their comments.

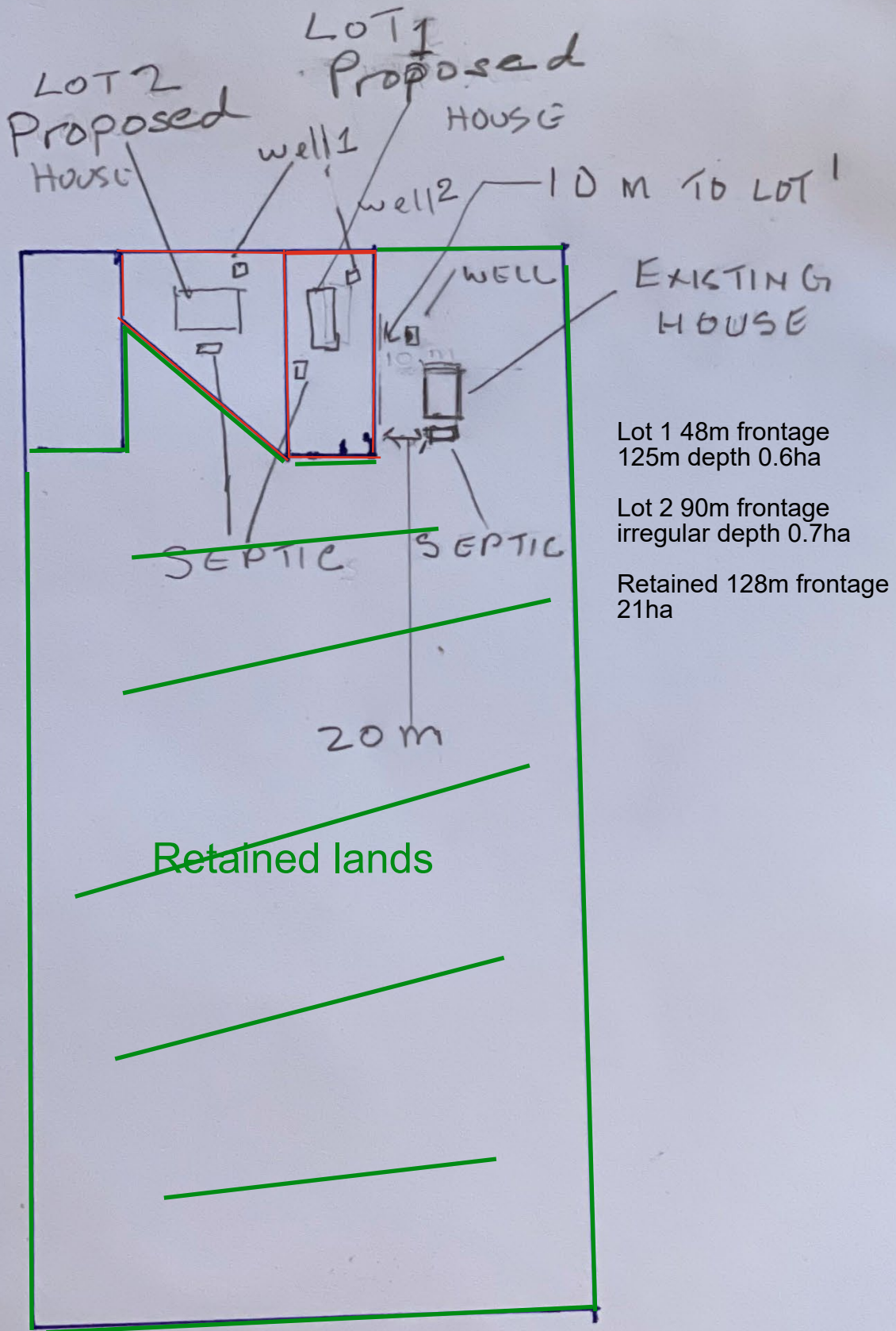
Therefore, your comments are required to be received prior to December 13, 2024. If comments are not received, prior to this date, the Committee may proceed with the hearing of this application.

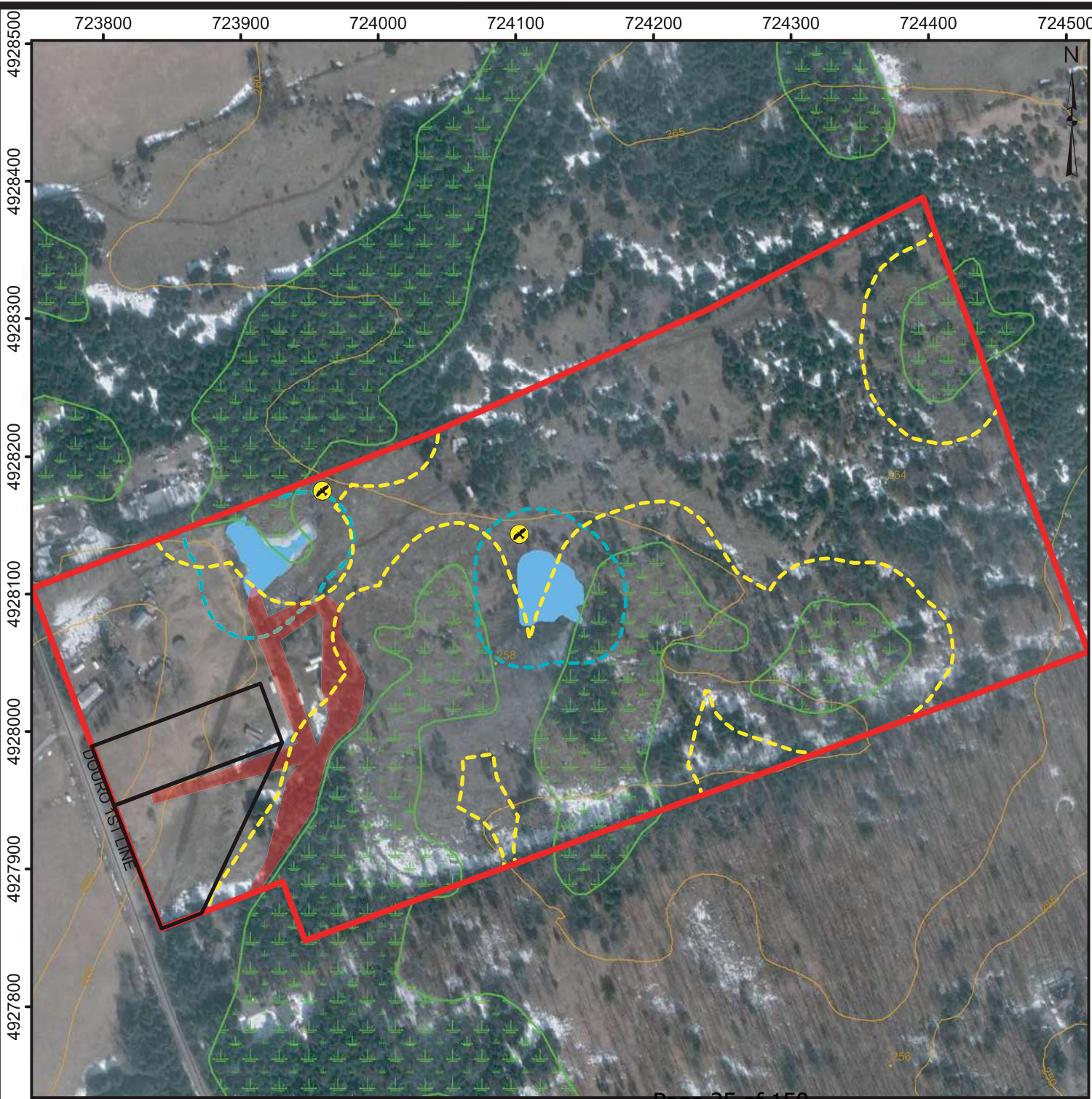
Please quote the name of the applicant and the file number, which is located at the top right hand corner of the application form, on your correspondence which is directed to this office.

Additional information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:

**County of Peterborough, Land Division Office,
County Court House, 470 Water Street, Peterborough, Ontario. K9H 3M3**

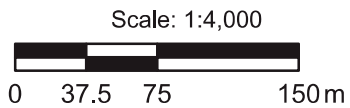
If you require this information in an accessible format, please contact Ann Hamilton at ahamilton@ptbocounty.ca 705-743-0380 extension 2406





Scoped Natural Heritage Evaluation (sNHE)
Proposed Two (2) Lot Severance
 1677 Douro First Line
 Part of Lot 21, Concession 1 (Douro)
 Township of Douro-Dummer,
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Wetland (Unevaluated)
- Wetland Setback (30 m)
- Waterbody
- Waterbody Setback (30 m)
- Fencerow
- Road
- Contour (5 m Intervals)
- Spot Height (m asl)
- ⚡ Eastern Whip-poor-will



Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)

Imagery provided by Google Earth (2021)

Feature locations determined by differential GPS (+/- 3.0 m)

Optimized for Oakridge Environmental Ltd. printing

TITLE	Constraints
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PROJECT # 23-3311	FIGURE NO. 6
DATE September 2023	

Roll #1522-010-001-01600
Part Lot 21 Concession 1 Douro
Alleyne
Severance Sketch



Scale (Metric)
1:4,800

Celebrate **Local Legends**

Nominations are now open for the province's highest civilian honour, the **Order of Ontario.**

The #OrderofON honours individuals from diverse backgrounds whose exceptional contributions have shaped communities and this province.

Accepting nominations until March 31, 2025.
Learn more at Ontario.ca/OrderofOntario



From: Ontario Honours And Awards (MCM) <OntarioHonoursAndAwards@ontario.ca>

Sent: Tuesday, November 19, 2024 11:26 AM

Subject: Help us promote the Order of Ontario call for nominations

Dear Friend,

Each year, the Ministry of Citizenship and Multiculturalism's (MCM) Ontario Honours and Awards Secretariat delivers programs that celebrate Ontarians' outstanding achievements and contributions across the province.

The Order of Ontario is the province's highest civilian honour, reserved for exceptional individuals from all fields and backgrounds. It recognizes those who embody the finest qualities of our province and celebrate the full diversity and richness of its people. Those selected represent the spirit and achievements that make Ontario a great place to live.

Nominations for 2025 are currently being accepted until **Monday, March 31, 2025**. For more information about the Order of Ontario, please visit: [The Order of Ontario | ontario.ca](https://www.ontario.ca/ontario)

We are writing to seek your support in promoting this opportunity to nominate deserving individuals. Your involvement is crucial in ensuring that we honour and celebrate the remarkable contributions of our fellow Ontarians. Here are a few ways to do so:

1. **Share the information:** disseminate details about the Order of Ontario nominations within your networks. Encourage your teams to think about individuals who have made significant impacts in their fields, their communities or throughout the province.
2. **Display promotional materials:** have your offices print and display the attached poster in prominent locations within your offices/ buildings.
3. **Leverage social media:** amplify posts from MCM's official social media accounts (linked below).

To learn more about other Honours and Awards programs and how to nominate individuals deserving of recognition, please visit: www.ontario.ca/page/honours-and-awards.

Yours Sincerely,

Ontario Honours and Awards Secretariat
OntarioHonoursAndAwards@ontario.ca
(416) 314-7526

From: [Martina Chait-Hartwig](#)
To: [Anu Mundahar](#)
Subject: FW: EOWC SPEAKING NOTES - Council Meeting
Date: Tuesday, November 19, 2024 1:23:53 PM
Attachments: [image001.png](#)
[EOWC Letter - Addressing the Impact of Rising OPP Costs - November 19, 2024.pdf](#)
[EOWC News Release - EOWC Response to the 2024 Fall Economic Statement - October 30, 2024 .docx](#)
[EOWC Letter - EOWC Support for Licensing Framework for Rideshare - Oct 24, 2024.pdf](#)
[DRAFT-Resolution-Template-for-Municipalities-Calling-for-Investment-in-Municipal-Infrastructure-for-Eastern-Ontarios-Small-and-Rural-Communities-June-27-2024 \(1\).docx](#)

Please add to next agenda.

Thank you!

Martina

::
Martina Chait-Hartwig, AOMC, Dipl. M.A.
Clerk - Deputy CAO

T: 705 652 8392 x 210 F: 705 652 5044



From: Todd Davis <tdavis@dourodummer.ca>
Sent: Tuesday, November 19, 2024 12:59 PM
To: Martina Chait-Hartwig <mchaithartwig@dourodummer.ca>
Subject: FW: EOWC SPEAKING NOTES - Council Meeting

FYI

From: Graham, Sheridan <SGraham@ptbocounty.ca>
Sent: November 19, 2024 12:04 PM
To: Township CAOs <TownshipCAOs@ptbocounty.ca>
Subject: FW: EOWC SPEAKING NOTES - Council Meeting

Good morning all

Please see attached (specific to OPP costs) from EOWC. Feel free to share with your council members.

Thanks

Sheridan Graham, CMO
Chief Administrative Officer, Deputy Clerk, Deputy Treasurer
Peterborough County
sgraham@ptbocounty.ca
T: 705-743-0380 ext. 2100
C: 705-931-0652

Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of a public record and may be made available to the public through the Council Agenda process.

This message, including any attachments, is privileged, and intended only for the addressee(s) named above. If you are not the intended recipient, you must not read, use or disseminate the information contained in this e-mail. If you have received this e-mail in error, please notify the sender immediately by telephone, fax, or e-mail and shred this confidential e-mail, including any attachments, without making a copy. Access to this e-mail by anyone else is unauthorized.

From: Meredith Staveley-Watson <Meredith.Staveley-Watson@eowc.org>
Sent: Tuesday, November 19, 2024 11:32 AM
To: Doug Elmslie <delmslie@kawarthalakes.ca>; sfournier@dnetownship.ca;
npeckford@northgrenville.on.ca; Nancy Peckford <nancypeckford@gmail.com>; John Wise <jwise@stonemills.com>; ostranderb@northumberland.ca; Warden <warden@ptbocounty.ca>;
Normand.Riopel@champlain.ca; Ferguson, Steve <sferguson@pecounty.on.ca>;
'warden@countyofrenfrew.on.ca' <warden@countyofrenfrew.on.ca>; MacDonald, Jamie <jamiemacdonald@northglengarry.ca>; mayor_smith@centralfrontenac.com; Danielsen, Liz <ldanielsen@algonquinhighlands.ca>; mullinb@hastingscounty.com
Cc: Kevin Farrell <kfarrell@frontenaccounty.ca>; Gary Dyke <gdyke@haliburtoncounty.ca>;
doreyc@hastingscounty.com; Taylor, Ron <rtaylor@kawarthalakes.ca>; Greaves, Kurt <kgreaves@lanarkcounty.ca>; Alison.Tutak@uclg.on.ca; Orchard, Brenda <borchard@lennox-addington.on.ca>; Moore, Jennifer <moorej@northumberland.ca>; Graham, Sheridan <SGraham@ptbocounty.ca>; Parisien, Stephane <SPParisien@prescott-russell.on.ca>; Marcia Wallace <mwallace@pecounty.on.ca>; Craig Kelley <CKelley@countyofrenfrew.on.ca>; Maureen Adams <madams@sdgcounties.ca>; Lauren Wilkinson <Lauren.Wilkinson@eowc.org>; Brieanna McEathron <bmceathron@frontenaccounty.ca>; Pam Weiss <pweiss@haliburtoncounty.ca>;
mccurdys@hastingscounty.com; jpyle@kawarthalakes.ca; ktsalavoutas@kawarthalakes.ca;
cellison@kawarthalakes.ca; mbeson@lanarkcounty.ca; Bradley, April <April.Bradley@uclg.on.ca>;
Conklin, Christina <Christina.Conklin@uclg.on.ca>; breadman@lennox-addington.on.ca;
stergiosm@northumberland.ca; Mather, Maddison <matherm@northumberland.ca>; Pinto, Emmanuel <epinto@ptbocounty.ca>; oberthiaume@prescott-russell.on.ca; Theresa Collins-Ruban <tcollinsruban@pecounty.on.ca>; jmcleod@pecounty.on.ca; Gwen Dombroski <gdombroski@countyofrenfrew.on.ca>; kcasselman@sdgcounties.ca
Subject: EOWC SPEAKING NOTES - Council Meeting

Good morning EOWC members,

I want to share the below DRAFT speaking notes below with you should you choose to use them during your upcoming council meeting.

Please read them over to make any personal changes. As always, please reach out if you have questions.

Thank you,

Meredith Staveley-Watson

Director of Government Relations and Policy

647-545-8324

Meredith.Staveley-Watson@eowc.org | eowc.org



EOWC advocacy update:

Ontario Government's Fall Economic Statement *EOWC news release attached

- On behalf of the EOWC, I thank Minister Bethlenfalvy for the increased investment in the **Ontario Municipal Partnership Fund** highlighted in the Fall Economic Statement.
- This \$100 million boost signifies the government's recognition of the unique challenges faced by our 103 rural and small-urban communities.
- The funding will bolster essential services and foster growth and resilience across our region.
- We are also pleased to see investment in the **Learn and Stay program** to help communities attract and retain health care workers.

Municipal Infrastructure *draft resolution for municipal councils attached

- As municipalities are working through the budget process, municipal infrastructure remains a top priority. Our region's municipal councils have to make tough decisions.
- The EOWC's *Mind The Gap Municipal Infrastructure Policy Paper* shows that our region is facing a \$6 billion deficit.
- Municipalities are putting our 'skin in the game' and using every financial tool we can, but the reality is that we need help from our government partners to fill the gap.
- We need to find a long-term sustainable path forward, together, to ensure we can keep our communities whole.
- **I encourage all my council colleagues to review the Mind The Gap paper and join the EOWC in our advocacy by passing the resolution.**
- We look forward to speaking with the Minister Surma and Minister Calandra in January.

OPP Costs to Municipalities *letter attached

- **On average, the increased cost is 21% to municipalities across the region for OPP in 2025.** This increase represents a very significant portion of a municipality's overall budget and impacts levy increases.
- The EOWC has sent a letter to the Solicitor General and Minister of Finance to ask for support. We also are looking for further transparency around how municipalities are billed by the OPP.
- Municipalities are committed to supporting safe communities, but need financial predictability.

Province-wide rideshare licensing legislation *letter attached

- The EOWC is advocating that the Province pass province-wide rideshare licensing legislation that would allow rideshare programs to operate across municipal borders across Ontario.
- It will help encourage people to come visit and work in our communities, and offers an alternative and safe mode of transportation.

Upcoming events

EOWC Inaugural Meeting

- The EOWC will welcome new members, and host regional MPs and MPPS, and our partners at the Eastern Ontario Mayors' Caucus in Kingston on January 10th to discuss our priorities and advocacy moving forward.

ROMA 2025 Conference

- The EOWC will be heading to Toronto in January for the Rural Ontario Municipal Association 2025 Conference to talk about our three key priorities: infrastructure, housing and health care.
- We are pleased to be working alongside ROMA Chair, Christa Lowry, from Lanark County. Chair Lowry understand issues we are facing across Eastern Ontario and is a strong and steady voice for our communities.

October 24, 2024

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Legislative Building, Room 281
Toronto, Ontario M7A 1A1
Premier@ontario.ca

The Honourable Prabmeet Sarkaria
Minister of Transportation
5th Flr, 777 Bay St
Toronto, ON M7A 1Z8
minister.mto@ontario.ca

**Re: Eastern Ontario Wardens' Caucus support for an Ontario-wide
licensing framework for rideshare companies**

Dear Premier Ford and Minister Sarkaria,

On behalf of the [Eastern Ontario Wardens' Caucus \(EOWC\)](#), representing 103 rural and small urban municipalities across Eastern Ontario, I am writing to request that the Ontario Government strongly consider adopting a province-wide licensing framework for rideshare companies.

Municipalities across Eastern Ontario, including the County of Northumberland and Township of Russell, have been advocating for a provincial licensing framework for rideshare companies that would align Ontario with Quebec and British Columbia. Ridesharing provides a vital transportation option in communities across Ontario, but much of the province is still underserved by ridesharing services.

In many parts of the province, ridesharing is unregulated or regulated in a 'patchwork' manner. Since 2016, dozens of municipalities across Ontario have developed unique bylaws to regulate ridesharing. These bylaws cover topics such as licensing scheme, insurance requirements, driver screening standards, vehicle requirements, and fee / payment schedules.

The benefits of an Ontario-wide licensing framework of rideshare companies include:

- **Supports economic development** - As Ontario continues to attract investments in areas such as electronic vehicle (EV) manufacturing, communities across the province will need additional transportation options. Ridesharing helps people get around growing communities while also providing part-time flexible job opportunities.
- **Connects communities** - The current patchwork regulatory structure does not reflect the reality of regional transportation, which does not stop at municipal borders. Similar to the One Fare approach of the government, a provincial regulatory framework would allow people to use ridesharing to move seamlessly between communities in the province.
- **Helps reduce impaired driving** - Research shows that the presence of ridesharing in a community can help reduce impaired driving. In many rural communities, transportation options are often sparse or unavailable late at night, which can lead some individuals to choose to drive impaired. A provincial regulatory framework would allow ridesharing to expand more easily into these communities and provide people with a safe ride option.
- **Enables innovative approaches to transit** – As one example of innovative partnerships, the Town of Innisfil and Uber Canada co-designed a custom transit solution, named Innisfil Transit. With a touch of a button, residents are offered flat fare rides to popular destinations, such as the train station, the recreation complex, or the Innisfil Employment Area. Since the launch of Innisfil Transit, thousands of residents have taken trips to connect with the commuter rail station, get to work, go out with friends, or visit their doctor.

Premier Ford and Minister Sakaria, we thank you for your consideration of this important issue. As always, the EOWC remains a trusted partner and welcomes continued collaboration and opportunities for open dialogue on behalf of our member municipalities.

Sincerely,



Peter Emon
Chair, 2024
Eastern Ontario Wardens' Caucus
Info@eowc.org

CC: Hon. Paul Calandra, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca

Hon. Lisa Thompson, Minister of Rural Affairs
minister.mra@ontario.ca

The Association of Municipalities Ontario (AMO)
amopresident@amo.on.ca

Rural Ontario Municipal Association (ROMA)
roma@roma.on.ca

Meredith Staveley-Watson, Manager of Government Relations, EOWC
info@eowc.org

November 19, 2024

Hon. Michael Kerzner
Solicitor General
George Drew Bldg
25 Grosvenor St
Toronto, Ontario M7A 1Y6
Minister.SOLGEN@ontario.ca

Hon. Peter Bethlenfalvy
Minister of Finance
Frost Bldg S, 7th Flr
7 Queen's Park Cres
Toronto, Ontario M7A 1Y7
Minister.fin@ontario.ca

Hon. Paul Calandra
Minister of Municipal Affairs and Housing
College Park, 17th Flr
777 Bay St
Toronto, Ontario M7A 2J3
Minister.mah@ontario.ca

Hon. Lisa Thompson
Minister of Rural Affairs
College Park
777 Bay St
Toronto, Ontario M7A 2J4
Minister.mra@ontario.ca

**Re: Addressing the Impact of Rising OPP Costs to Municipalities and the
Need for Transparency**

Dear Ministers,

I am writing on behalf of the [Eastern Ontario Wardens' Caucus](#) (EOWC),
representing 103 small-urban and rural municipalities across Eastern Ontario,

to express significant concerns regarding the increased costs to municipalities and the lack of transparency around the Ontario Provincial Police (OPP) billing statements. We appreciate that the Ontario Government is currently examining the issue. However, as municipalities prepare for their 2025 budgets, we believe that a more open and collaborative approach is needed. Without support, these costs impact residents directly through their property tax bill.

Municipalities are mandated to balance their budgets annually and the current OPP cost increase is not sustainable, especially for smaller municipalities and our taxpayers. At this time, municipalities lack sufficient information on the underlying reasons for the cost increases. This makes it extremely difficult for municipalities to engage in productive, solutions-oriented discussions about how to manage these rising costs together with the Province and the OPP. As it stands, the components contributing to the increased expenses remain unclear, and there is a general lack of details in the communication of these factors outlined in the OPP billing model sent to municipalities.

Across the EOWC region, the 2025 cost increase for the OPP is 21%. This increase represents a very significant portion of a municipality's overall annual budget, and impacts levy increases. These services are becoming an increasingly large proportion of municipal budgets. Without financial support, if these trends continue, it will become exceedingly difficult to manage the OPP service costs, particularly in the 2025 budget and beyond.

Taxpayers are asking municipal elected officials directly about the tax bills. Municipalities need to be able to explain to the public the reasons for these increases, but without clearer communication and advanced notice of these OPP billing changes, it is nearly impossible to do so effectively. Without proper insight into the reasons behind these rate hikes, it is difficult to provide sound, informed responses when questioned fairly by our taxpayers.

Municipalities also need greater clarity around the impact of the OPP cost increases on our budgets. If the significant deficit experienced in 2023 was caused by factors such as police staffing overtime due to staffing shortages, how can municipalities plan for potential deficits in 2024 or beyond? The uncertainty of these projected costs is causing considerable strain as municipalities face challenges in balancing budgets. We want to work together with your government and our community partners to serve and keep our communities safe.

One example of municipal leadership across the EOWC region includes the United Counties of Stormont, Dundas and Glengarry, which has proactively hired a mental health nurse to assist in responding to OPP calls. This initiative has proven to be a cost-effective solution for managing service demands while addressing mental health needs. However, these municipal actions can only go so far. Without additional resources from the OPP itself to support policing services, municipalities will continue to face significant challenges in balancing service delivery and managing rising costs.

In conclusion, we request a more transparent and proactive approach to addressing OPP service costs. We need clearer communication on the factors driving these increases, advanced notice of changes to billing, and more support to help municipalities manage OPP costs effectively in partnership with the Ontario Government.

We look forward to your response and to working together to find practical solutions that will ensure our communities can continue to receive the services they need without facing unsustainable financial burdens.

Sincerely,



Peter Emon
Chair, 2024
Eastern Ontario Wardens' Caucus
Info@eowc.org

CC:

Meredith Staveley-Watson
Director of Government Relations and Policy
Eastern Ontario Wardens' Caucus
Meredith.staveley-watson@eowc.org



www.eowc.org

Eastern Ontario Wardens' Caucus Response to the Minister of Finance's 2024 Fall Economic Statement

October 30, 2024 - Eastern Ontario – The Eastern Ontario Wardens' Caucus (EOWC) welcomes the Ontario Government's investment in municipalities and the services that they deliver as part of the [2024 Ontario Economic Outlook and Fiscal Review: Building Ontario for You](#), announced today by Minister of Finance, Peter Bethlenfalvy.

The Ontario Government's plan reduces the deficit and retains a path to balance the budget by 2026–2027. Compared to the 2024 Budget, Ontario is also projected to see both stronger growth in real GDP and employment in 2024.

A highlight for Eastern Ontario's small and rural municipalities includes an increase of \$100 million over the next two years to the [Ontario Municipal Partnership Fund](#) (OMPF). This will bring the OMPF funding to \$600 million by 2026. The OMPF is the Ontario Government's main general assistance grant to municipalities.

Infrastructure that enables housing and supports community vitality is the top priority for the EOWC. The EOWC's [Mind The Gap: Municipal Infrastructure Policy Paper](#) highlights that we are a growing economy that can grow more with strategic investments. The current reality for rural and small-urban Ontario communities across the region is that the municipal infrastructure deficit is growing and has deepened by 58% since 2011. The EOWC hopes to continue working with the Ontario Government to unlock long term, sustainable infrastructure funding that will work for Ontario's rural and small-urban municipalities.

Additionally, under our strategic priority of healthcare, the EOWC is pleased to see investments in the [Learn and Stay Grant](#) program. This will help train and retain family physicians in Ontario and increase overall access to primary care. The EOWC is currently partnering with the [Eastern Ontario Physician Recruitment Alliance](#) (EOPRA), which is a regional-municipal partnership of



www.eowc.org

physician recruiters across Eastern Ontario working together to attract Canadians studying abroad as well as international doctors. This alliance supports our region's efforts to ensure people have timely access to primary care.

“On behalf of the Eastern Ontario Wardens' Caucus, I thank Minister Bethlenfalvy for the increased investment in the Ontario Municipal Partnership Fund highlighted in the Fall Economic Statement. This \$100 million boost signifies the Ontario Government's recognition of the unique challenges faced by our 103 rural and small-urban communities. The funding will bolster essential services and also foster growth and resilience across our region,” stated EOWC Chair Peter Emon.

About the EOWC

The EOWC Inc. is a non-profit organization advocating for 103 small urban and rural municipalities across Eastern Ontario. The EOWC covers an area of 50,000 square kilometres, serving 800,000 residents. For more than 20 years, the EOWC has gained support and momentum by speaking with a united voice to champion regional municipal priorities and work with the government, businesses, non-profit organizations, Indigenous leaders, the media, and the public.

Media Contacts:

Elected officials:

Peter Emon, 2024 Chair, EOWC (Warden of Renfrew County)

613-401-7186

info@eowc.org

Bonnie Clark, 2024 Vice-Chair, EOWC (Warden of Peterborough County)

705-927-4207

info@eowc.org



www.eowc.org

Staff:

Meredith Staveley-Watson, Manager of Government Relations and Policy,
EOWC
647-545-8324
info@eowc.org

DRAFT Resolution: Calling for Investment in Municipal Infrastructure for Eastern Ontario's Small and Rural Communities

WHEREAS Eastern Ontario's small rural municipalities face insurmountable challenges to fund both new growth related infrastructure and ongoing maintenance of their capital assets including local roads and bridges, clean water, wastewater, waste facilities, and municipally owned buildings including recreational facilities and libraries; and

WHEREAS the [Federation of Canadian Municipalities](#) has calculated that Municipal Governments across Canada are responsible for approximately 60 percent of public infrastructure that supports our economy and quality of life, but only receive 10 cents of every tax dollar; and

WHEREAS the Eastern Ontario Wardens' Caucus (EOWC) region's capital infrastructure deficit has increased by 58 percent since 2011 and is now at \$6 billion, and growing; and

WHEREAS in 2018, the Ontario Government mandated all Ontario municipalities to develop and fully fund capital asset management plans by July 2025; and

WHEREAS the EOWC has released a regional [Municipal Infrastructure Policy Paper](#) showing key infrastructure data, opportunities and challenges in small rural municipalities across Eastern Ontario; and

WHEREAS Eastern Ontario is a growing economy that can grow more with sustainable, innovative infrastructure partnership and investment from the Federal and Ontario Governments; and

WHEREAS the infrastructure deficit for small rural municipalities cannot be adequately addressed through property tax revenue, restricted municipal borrowing capacity, and municipalities limited ability to generate revenue; and

WHEREAS small rural taxpayers cannot afford dramatic increases to pay for the current and future infrastructure.

NOW THEREFORE BE IT RESOLVED THAT municipality joins the Eastern Ontario Wardens' Caucus, the Association of Municipalities of Ontario, and the Federation of Canadian Municipalities in calling on the Federal and Ontario Governments to immediately and sustainably partner with Municipal Governments by investing in both the new and ongoing maintenance and repairs of municipal infrastructure in Eastern Ontario's small rural municipalities; and

THAT the Federal and Ontario Governments immediately review data and work together to implement solutions based on the [EOWC's Municipal Infrastructure Policy Paper](#) in partnership with small rural municipalities; and

FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; The Honourable Lisa Thompson, Ontario Minister of Rural Affairs; The Honourable Peter Bethlenfalvy, Ontario Minister of Finance; The Honourable Prabmeet Sakaria, Ontario Minister of Transportation; The Honourable Victor Fedeli, Ontario Minister of Economic Development, Job Creation and Trade; Local MP; Local MPP; Federation of Canadian Municipalities; Association of Municipalities of Ontario; Canada Mortgage and Housing Corporation; Rural Ontario Municipal Association; Eastern Ontario Wardens' Caucus.

Treasury Board Secretariat Secrétariat du Conseil du Trésor

Office of the Associate
Minister of Emergency
Preparedness and
Response

Bureau du ministre associé de la
Protection civile et des
interventions d'urgence



Whitney Block, Room 4320
99 Wellesley Street West
Toronto ON M7A 1W3

Édifce Whitney, bureau 4320
99, rue Wellesley Ouest
Toronto ON M7A 1W3

December 9, 2024

Dear Emergency Management Partners,

Today, our government introduced the *Emergency Management Modernization Act* that, if passed, would modernize the *Emergency Management and Civil Protection Act* (EMCPA).

The EMCPA and its regulations have not been comprehensively updated in more than 15 years. Since then, the nature of emergencies has changed. The rising frequency of extreme weather events and the threat of cyber-attacks on Ontario's digital infrastructure mean that we must ensure our emergency management framework reflects today's realities.

If passed, these amendments to the EMCPA would strengthen provincial leadership and coordination of emergency management by facilitating Emergency Management Ontario as the one window for coordinating provincial emergency management activities. Additionally, the proposed legislation would enhance community capacity in emergency management. This includes clarifying the process for municipalities to declare local emergencies and granting municipalities the authority to plan for and respond to emergencies based on their unique needs and capacity.

The proposed amendments, if passed, would strengthen planning and coordination with emergency management partners, including by outlining the ability to enter into agreements and liaise with public and private sector partners, including municipalities, Indigenous communities, and other governments. In addition, the proposed amendments would enable future emergency management program and plan requirements to be established for designated entities that provide or operate critical infrastructure, subject to further engagement with partners, to support continuity of services and operations.

Over the summer, Emergency Management Ontario engaged with more than 480 partners to inform proposed amendments, including municipalities, First Nations communities, and emergency management organizations. We look forward to further collaboration with our partners as we build a stronger, more resilient province, capable of ensuring the safety and wellbeing of communities across Ontario. The proposed amendments are posted on [Ontario's Regulatory Registry and Environmental Registry](#) for your review and feedback.

On behalf of Premier Ford and the Government of Ontario, thank you for your continued partnership in emergency management.



Sincerely,

The Honorable Trevor Jones
Associate Minister of Emergency Preparedness and Response
Treasury Board Secretariat

c: The Honorable Caroline Mulroney
President of the Treasury Board and Minister of Francophone Affairs

Bernie Derible
Deputy Minister and Commissioner of Emergency Management
Treasury Board Secretariat

December 10, 2024

Chief Administration Officers
Curve Lake First Nation
Hiawatha First Nation
All Local Municipalities

SENT VIA E-MAIL

Dear Chief Administrative Officers:

Re: Merger and 2025 Health Unit Assessment

I am pleased to share that both the Haliburton, Kawartha, Pine Ridge District Health Unit (HKPR) and Peterborough Public Health (PPH) Boards of Health have voted in favour of moving forward with merging into a single entity, legally effective January 1, 2025.

At the PPH Board of Health meeting held November 13, 2024, the Board approved an overall 12% increase to our local funders for the 2025 cost-shared budget; however, now that the Boards of Health will become a single entity, there will be a new budget forthcoming. Any change to the assessment for local funders will be determined by the new Board of Health. We anticipate presenting a budget for the merged entity to the new Board of Health in February 2025.

Voluntary mergers are a critical part of the work that the Ministry of Health initiated to strengthen the public health sector with an intention that there would be no financial impacts to local funders as a result of the mergers.

Please feel free to contact me if you have any questions.

Sincerely,



Larry Stinson,
Hons. B.Sc., MPA(M)
Director of Operations
705-743-1003, ext. 255

wf/lb

Copy to: Councillor Joy Lachica, Chair, Board of Health, PPH
Dr. Thomas Piggott, Medical Officer of Health & CEO, PPH

Township of Douro-Dummer

Report and Capital Project Status

- Directed by Council and/or CAO
- Directed by the Province/legislation
- Directed by an Agency
- New items and updates are highlighted in Yellow

Report Status

Department	Date Requested	Directed By	Resolution/Direction	Est. Report Date
Corporate	May 3, 2022	Council	Future Gravel Resources	Q2 - 2025
Finance/Clerk	February 21, 2023	Council	Policy to allow for multi-year budgets	Summer 2025
Planning	June 7, 2022	Council Province	Bill 109 & Bill 23 – Update to Site Plan Control By-law, Create Pre-Consultation By-law, ensure the language in Official Plan allows for Peer Review as part of Complete Application	Site Plan Control Update still required – December 2024. Remaining Reports no Longer needed as recent Provincial legislation has removed these requirements.
Public Works/CAO	March 7, 2023	Council	Indacom Drive Lot 3	Deferred Pending Budget
Planning	March 19, 2024	Council	ZBA – Setback for Septic System and remove from list of structures	Complete

Corporate	April 16, 2024	Council	Approval of Strategic Plan	Complete
Finance	June 4, 2024	Council	Funds for Asphodel-Norwood Medical Centre for 2024 and 2025	Complete
Finance	June 18, 2024	Council	Donation of \$300.00 to Curve Lake First Nation Pow Wow	Completed
Building	June 4, 2024	Council	Report regarding Septic Re-Inspection Program	Completed
Planning	September 3, 2024	Council	Report regarding new Provincial Planning Statement	Complete

Capital Project Status

Department	Capital Project List	Status
Clerk/C.A.O.	Enbridge Franchise Renewal Agreement	Ongoing
Clerk	Agreement with AMO for the Canada Community-Building Fund	Complete
Finance	Development Charges By-law	Complete
Fire	Douro Station Reconfiguration	Complete
Fire	Master Fire Plan & Community Risk Assessment	Complete
Fire	Station 1 Building Review and Drawings	Due 2024
Fire	Station 2 Parking Lot Resurfacing – Paving	Complete
Fire	Boat 4 – Trailered Boat	Complete
Fire	Two Pumper Fire Apparatus	Complete
By-law Enforcement	Truck Purchase	Complete

General Government	New Sloped Roof – Town Hall	Under Investigation
General Government	Asset Management Plan	Complete
General Government	Computer Modernization	Ongoing
General Government	Finance Modernization	In progress – will continue into 2025 - New Payroll Module in place – Jan 2023
General Government	Development Charge Study	Complete
General Government	Computer IT Hardware Replacements	On going
General Government	Tree Program	Complete
General Government	Storage Room Exterior Door Replacement	Due 2024
Parks and Recreation	Parks and Rec Master Plan – Implementation	On hold due to Covid-19
Parks and Recreation	Windows in Harvest Room	Complete
Parks and Recreation	Lime Kiln Restoration – 2022 Budget	Spring 2023
Parks and Recreation	Consultant Fees – Arena Facilities Future Ad-Hoc Committee	Fall 2023

Parks and Recreation	Compressor Replacement Reserve Contribution	Complete
Parks and Recreation	New Park Trailer	Complete
Parks and Recreation	30Hp Compressor Replacement	Complete
Parks and Recreation	Roof Repair	Complete
Parks and Recreation	Energy Audit	Final report Q2 - 2025
Parks and Recreation	New Players Benches at Douro Park	Complete
Planning	Zoning By-Law Update	On hold until Province Approves OP
Public Works	Gravel Pit Purchase	Ongoing
Public Works	Brushing Unit	Complete
Public Works	Plow Truck	RFP Awarded – 2025 Delivery

Recommendation:

That the Treasurer-2024-26 report, dated December 17, 2024, regarding 2025 User Fees be received, and;

That Council pass By-law 2024-71 being a By-law to provide for the 2025 User Fees and Charges, and to repeal By-law 2023-62, as amended at the appropriate time during the meeting.

Overview:

Each year staff reviews the User Fees and Charges for their respective departments. These reviews ensure that fees are reflective of the costs associated with the service or rental but also are compared to surrounding municipalities to ensure the fees are fair and competitive.

The following are the proposed changes to the 2024 User Fees and Charges to be enacted as of January 1, 2025:

5. Fire

- A fee for response to for non-permitted uses has been added. This will be charged out at the MTO rate.

10.1 Finance Department

- The Credit Card fee was adopted by Council in 2023 but had not been added to the User Fee schedule.

It should be noted that the Credit Card fee will not be applied to facility rental payments because the Book King software does not allow for the ability to add the processing fee. We do expect that the minor hockey associations will continue to pay for their rentals using cheques.

12. Planning and Development

• 12.1 Planning Application Fees and Deposits

- The fees have been increased by 2% to reflect inflationary changes. It should be noted that the fees have been rounded and therefore some increased greater than 2% and some increased less than.

• 12.2 Planning Miscellaneous

- Cash-lieu of Parkland has not been increased at this time; however, an analysis is going to be completed in January to determine the current

appropriate rate. This fee has not been increased since 2015. This fee is supposed to be based on land values and land values have increased significantly over during this period.

- These fees have been adjusted to reflect the time spent by staff to complete the agreements.
- Some of the associated deposits have been increased to reflect the increase in legal fees which are incurred by the Township but paid for by the applicant.

13. Public Works – Roads

- The Entrance Permit fees were increased by 25% to reflect inflation. The fees have not been increased since 2014.

15. Parks and Recreation

- 15.1 Advertising – these fees reflect the fees that Council adopted in 2023 and have not been increased at this time.
- For the fees at 15.2 Douro Arena, 15.3 Warsaw Arena and at the 15.4 Parks, at 3% increase has been applied. This increase is applied annually to reflect increased costs. 3% is applied annually to adjust for inflation but to minimize larger increases in high inflation years such as 2021-2023.
- 15.5 – Liability Insurance fees have been increased by 14% to reflect increases to the Township's insurance rates. These fees are to be 100% cost recovery.

Conclusion:

The fees outlined in Attachment 1 will come into effect January 1, 2025, except for the Arena fees which will change as of September 1, 2025.

Financial Impact:

The fees will ensure that revenues increase where needed to reflect actual time spent and/or the increasing costs associated with providing the service/rental.

Report Approval Details

Document Title:	2025 User Fees.docx
Attachments:	- 2025 User Fees Schedule - By-law - with cc fee.pdf
Final Approval Date:	Dec 12, 2024

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

Martina Chait-Hartwig

Todd Davis

2025 User Fee Schedule - Effective Jan 1, 2025

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
1.	Building - Under Separate By-law				
2.	Certificates				By-Law 2002-22
	Sale of Real Property	\$50.00	\$6.50	\$56.50	
	Certificate of Compliance				
3.	Dogs - Regulating the Running at Large of Dogs				
	No longer in place.				
4.	Dogs - Licencing and Registration				By-Law 2021-11
	Male/Female paid before April 30th	\$15.00	\$0.00	\$15.00	
	Male/Female paid after April 30th	\$20.00	\$0.00	\$20.00	
	Kennel Licences paid before April 30th	\$50.00	\$0.00	\$50.00	
	Kennel Licences paid after April 30th	\$75.00	\$0.00	\$75.00	
	Replacement Dog Licence	\$5.00	\$0.00	\$5.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
5.	Fire				
	Open Air Burning Permits				By-Law 2020-35
	Residential Burn Permit (includes campfire, burn barrel, brush fire and agricultural fire on a single property) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Agricultural Permit (for fires to support farm activities on up to 3 properties/year, requires staff assistance to obtain) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Campground, Trailer Park or Resort - renew annually, expires Dec 31st	\$50.00	\$0.00	\$50.00	
	Commercial Fire - renew annually, expires Dec 31st	\$100.00	\$0.00	\$100.00	
	Incinerator - renew annually, expires Dec 31st	\$60.00	\$0.00	\$60.00	
	Special Occurrence Fire - per occurrence	\$40.00	\$0.00	\$40.00	
<p>*The Ministry of Transportation (MTO) rates noted below are calculated per hour/per fire apparatus for the first hour; then one half the MTO rate per half hour (or part thereof)/per fire apparatus. The rate is set by the MTO and as of November 1, 2023 is \$559.86, the rate is subject to change by the MTO.</p>					
	Open Air Burning Violations				By-Law 2020-35
	Response to open air burning violations	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	
	Motor Vehicle Incidents				
	Motor vehicle incidents	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	
	Fire Response for Non-permitted Uses				
	Administrative Fee	\$ 40.00	0.00	\$40.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Technical Rescue, Hazardous Materials Control/Clean-Up				
	Boat response - Any person requiring the services of a boat response who is in contravention of any Federal or Provincial Act or Regulation or who has not exercised reasonable care in their actions, thus necessitating the use of a boat response, will be liable for costs incurred	*MTO Rate	0.00		
	Hazardous materials control/clean-up	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$40.00	0.00	\$40.00	
	False Alarms - The determination of the number of false alarms for the purposes of calculating the charges noted below will be based on the total number of false alarms in the twelve-month period immediately preceding the last false alarm.				By-Law 2020-45
	1st and 2nd false alarms	No charge	0.00		
	3rd false alarm	2x Current MTO rate	0.00		
	4th and all subsequent false alarms	3x Current MTO rate	0.00		
	Fire Inspections - By Request				
	Group homes, day care facilities, or any other industrial or commercial establishment of use requiring an inspection for licensing, renewal of licence, insurance or any such purpose	\$100.00	0.00	\$100.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Risk and Safety Management Plan Approval (RSMP)				
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Less than 5,000 USWG	\$500.00	\$0.00	\$500.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Greater than 5,000 USWG	\$1,000.00	\$0.00	\$1,000.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – existing facility annual fee (not including fees for third party or external review)	\$300.00	\$0.00	\$300.00	
	Propane exchange letter	\$150.00	\$0.00	\$150.00	
	Reports, Reviews, Searches				
	Fire reports	\$125.00	\$0.00	\$125.00	
	Fire safety plan review	\$100.00	\$0.00	\$100.00	
	Fire safety plan review	\$75.00	\$0.00	\$75.00	
	File search, letter of compliance	\$60.00	\$0.00	\$60.00	

Any fee or charge, including finance penalty charges, imposed upon the owner of property in the Township is a lien and charge upon the property of the owner to which the fee or charge relates. If the fee or any part thereof remains unpaid 60 days after the due date, the total amount unpaid will be forwarded to Finance to be collected as per the Accounts Receivable Collection Policy or to be added to the tax roll and collected in the same manner as municipal taxes as per the Property Tax Collection Policy (CM 2018)

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
6.	Licences				
	Mobile Canteens				By-Law 2016-45
	Chip Trucks & Fast Food Vehicle	\$400.00	\$0.00	\$400.00	
	Hot Dog Carts	\$250.00	\$0.00	\$250.00	
	Ice Cream Carts	\$300.00	\$0.00	\$300.00	
	Special Events - Per Day	\$100.00	\$0.00	\$100.00	
	Parade, Festival, Public Entertainment Licences - per day	\$400.00	\$0.00	\$400.00	By-Law 2001-72
	Lottery Licence issuing Fee				By-Law 2002-36
	Civil Mariage Services				By-Law 2023-08
	Marriage Licence - Payable to the Township	\$130.00	\$0.00	\$130.00	
	Civil Ceremony (Regular Business Hours) - Payable to the Township	\$350.00	\$0.00	\$350.00	
	Civil Ceremony (Outside of Regular Business Hours) - \$100.00 payable to the Municipality and \$250 payable to the Officiant	\$350.00	\$0.00	\$350.00	
	Rehearsal (if requested) - Payable to the Officiant	\$50.00	\$0.00	\$50.00	
	Mileage Rate (outside of Township of Douro-Dummer boundaries only)	As set by the Municipality	\$0.00		

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Sign Permit Fees				By-Law 2023-50 Schedule A
	Ground Sign (inclusive of Billboard or Developer's Signs)	\$225.00	\$0.00	\$225.00	
	Awning or Fascia Sign	\$225.00	\$0.00	\$225.00	
	Readograph and Electronic Message Displays	\$225.00	\$0.00	\$225.00	
	Sign - not defined	\$225.00	\$0.00	\$225.00	
	All Other Signs	exempt			
	Variance Application Fee	\$200.00	\$0.00	\$200.00	
	Set Fine Schedule for Sign Permits				By-Law 2023-50 Schedule B
	Erection of sign without permit	\$450.00	\$0.00	\$450.00	
	Sign not in compliance with By-Law	\$450.00	\$0.00	\$450.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
7.	Line Fences				
	Line Fences Act				
	Remuneration for fence-viewers	\$80 flat rate plus applicable mileage rate			
	Staff time -Administration Fees	\$250.00 flat rate			
8.	Livestock Investigators				
	Livestock Investigators Remuneration	\$50.00 per inspection plus mileage			Res. # 294-2008

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
9.	Municipal Hall Rental				By-law 2014-62
					fees increase 3% annually as of January 1st
	Full Day Rental (Mon-Fri)*	\$163.91	\$21.31	\$185.22	This includes opening and closing and the use of tables and chairs. This includes use of the institute room and kitchen.
	Full Day Rental (Sat-Sun-Stat)*	\$180.30	\$23.44	\$203.74	This includes opening and closing and the use of tables and chairs. This includes use of the institute room
	1/2 Day Rental (4 hours)*	\$98.35	\$12.78	\$111.13	
	Hourly	\$30.05	\$3.91	\$33.96	
	Service Groups & Seniors (3 hours or less)	\$10.93	\$1.42	\$12.35	
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.54	
	Coffee Urn	\$10.93	\$1.42	\$12.35	Rented on own.
	Chafing Dishes	\$13.86	\$1.80	\$15.66	Each, Rented on own. NOTE: Renter to Supply Fuel
	* A \$50.00 cleaning deposit is required and will be returned upon inspection after use.				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
10	Municipal Office				
10.1	Finance Department				Resolution 418-2016
	Credit Card Fees (excludes facility rentals)	2.50%		2.50%	Report Treasurer-2023-13 resolution 181-2023
	Payment Receipt Reprint - Copy of receipt for payment on property tax account	\$10.00	\$0.00	\$10.00	
	Refund of Overpayment - Refund of credit balance to property owner when a duplicate payment is made in error	\$20.00	\$0.00	\$20.00	
	Statement of Account - Statement detailing payments and taxes levied, and outstanding balance	\$10.00	\$0.00	\$10.00	
	Transfer Credit Balance - To transfer payment(s) misallocated by customer or customer representative (i.e.. Bank) from one tax roll to another	\$20.00	\$0.00	\$20.00	
	Ownership Change	\$20.00	\$0.00	\$20.00	
	Commissioning of Documents - Does not include internal Planning Documents	\$10.00	\$0.00	\$10.00	
	NSF Cheques - Handling fee charged when cheque is returned as not negotiable	\$30.00	\$0.00	\$30.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
10.2	Miscellaneous		HST	Total	
	Blue Boxes	\$6.19	\$0.81	\$7.00	
	Kitchen Composters	\$5.00	\$0.65	\$5.65	
	Kitchen Composters - replacement filters	\$5.00	\$0.65	\$5.65	
	Administration Fees - Staff time per hour (labour cost to search for historical records, find items in long term storage, other requests outside of normal service levels)	\$60.00	\$7.80	\$67.80	
	Dummer Book	\$26.19	\$3.40	\$29.59	Point of Sale Rebate
	Douro Book	\$19.05	\$2.48	\$21.53	Point of Sale Rebate
	Douro Book to Retailers	\$15.24	\$1.98	\$17.22	Point of Sale Rebate
	Dummer Book to Retailers	\$20.93	\$2.72	\$23.65	Point of Sale Rebate
	Log Barn Book	\$30.00	\$0.00	\$30.00	
	911 Signs	\$100.00	\$13.00	\$113.00	
	County Water Bottles	\$4.43	\$0.58	\$5.01	
	Composter	\$45.53	\$5.92	\$51.45	
	Digester	\$72.45	\$9.42	\$81.87	
	Telecommunications Tower Application	\$1,200.00	\$0.00	\$1,200.00	Policy D-4
	Telecommunications Tower Modification Application	\$600.00	\$0.00	\$600.00	Policy D-4
10.3	Township Items				
	Township Water Bottles	\$16.02	\$2.08	\$18.10	
	Township Mugs	\$11.50	\$1.50	\$13.00	
	Township Pens	\$1.50	\$0.20	\$1.70	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
11.	Photocopies/Faxing				
	Photocopying and Report Charges				
	Two sided copying & printing will be charged per copy cost				
	Copies for all documents:				
	8.5 x11 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5 x11 Colour per copy	\$0.50	\$0.07	\$0.57	
	8.5x14 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5X14 Colour per copy	\$0.65	\$0.08	\$0.73	
	11x17 Black & White per copy	\$0.40	\$0.05	\$0.45	
	11X17 Colour per copy	\$1.15	\$0.15	\$1.30	
	Copies - Projects more than 100 copies				
	8.5 x11 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5 x11 Colour per copy	\$0.45	\$0.06	\$0.51	
	8.5x14 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	11x17 Black & White per copy	\$0.35	\$0.05	\$0.40	
	11X17 Colour per copy	\$1.10	\$0.14	\$1.24	
	Copies for documents for local community groups/local non-profit groups and local sports orgs.*				
	8.5 x11 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5 x11 Colour per copy	\$0.45	\$0.06	\$0.51	
	8.5x14 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	11x17 Black & White per copy	\$0.35	\$0.05	\$0.40	
	11X17 Colour per copy	\$1.10	\$0.14	\$1.24	
	Copies - Documents for Township Staff & Council				
	8.5 x11 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5 x11 Colour per copy	\$0.25	\$0.03	\$0.28	
	8.5x14 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5X14 Colour per copy	\$0.40	\$0.05	\$0.45	
	11x17 Black & White per copy	\$0.25	\$0.03	\$0.28	
	11X17 Colour per copy	\$0.60	\$0.08	\$0.68	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
Copies for documents for Municipal Depts., Boards and Committees for quantities over 25					
	8.5 x11 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5 x11 Colour per copy	\$0.30	\$0.04	\$0.34	
	8.5x14 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5X14 Colour per copy	\$0.45	\$0.06	\$0.51	
	11x17 Black & White per copy	\$0.30	\$0.04	\$0.34	
	11X17 Colour per copy	\$0.65	\$0.08	\$0.73	
Computer Generated Printing Material					
	8.5 x11 Black & White per copy	\$0.40	\$0.05	\$0.45	
	8.5 x11 Colour per copy	\$0.55	\$0.07	\$0.62	
	8.5x14 Black & White per copy	\$0.40	\$0.05	\$0.45	
	8.5X14 Colour per copy	\$0.65	\$0.08	\$0.73	
Faxing					
	Fax Charges - sending - per page	\$2.55	\$0.33	\$2.88	
	Fax Charges - sending (greater than 6 pages) - per page	\$2.05	\$0.27	\$2.32	
	Fax Charges - receiving - per page	\$1.55	\$0.20	\$1.75	
	Fax Charges - receiving (greater than 6 pages) - per page	\$1.30	\$0.17	\$1.47	
	Certified copies of minutes & by-laws - per page	\$3.00	\$0.39	\$3.39	
	Request to Certify Document as True Copy - cost per document	\$10.00	\$1.30	\$11.30	
*Local Community groups/local non-profit groups and local sporting organizations may include: U.C.W., Institute, church related organizations, churches, Cubs, Scouts, Brownies, Guides, Lions Club, Minor Hockey, Minor Ball, Figure Skating, Kiddie Kapers, Day Care Camp and Out Reach Programs or as determined by staff					
** One copy of all minutes will be provided to ratepayers at no charge. Additional copies will be at the above rates.					

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
12	Planning/Development				
12.1	Planning Application fees and deposits				By-law 2016-56
	Pre-consultation	\$225.00	\$0.00	\$225.00	To reflect actual time spent completing reviews.
	Severance Review	\$335.00	\$0.00	\$335.00	
	Minor Variance Application - Effective January 1, 2020	\$1,610.00	\$0.00	\$1,610.00	
	Amended Minor Variance Application - prior to circulation - Effective January 1, 2020	\$225.00	\$0.00	\$225.00	
	Amended Minor Variance Application - after circulation - Effective January 1, 2020	\$1,120.00	\$0.00	\$1,120.00	
	Zoning By-law Amendment - Effective January 1, 2020	\$1,685.00	\$0.00	\$1,685.00	
	Amended Zoning Amendment Application - prior to circulation - Effective January 1, 2020	\$225.00	\$0.00	\$225.00	
	Amended Zoning Amendment Application - after circulation - Effective January 1, 2020	\$1,120.00	\$0.00	\$1,120.00	
	Removal of Holding Provision - Effective January 1, 2020	\$765.00	\$0.00	\$765.00	
	Deeming By-law	\$560.00			
	Site Plan Approval - Minor	\$2,800.00	\$0.00	\$2,800.00	
	Site Plan Approval - Major	\$4,500.00	\$0.00	\$4,500.00	
	Minor Amendment to Existing Site Plan	\$1,125.00	\$0.00	\$1,125.00	
	Minimum Deposit for any Site Plan Application	\$5,600.00	\$0.00	\$5,600.00	
	Plan of Subdivision - Effective January 1, 2020	\$11,780.00	\$0.00	\$11,780.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Subdivision Deposit	\$25,500.00	\$0.00	\$25,500.00	
	Subdivision Agreement Fees	\$1,120.00	\$0.00	\$1,120.00	
	Advertising Fee (newspaper)	actual cost of advertising * If deemed necessary			
	Special Meeting Fee - Effective January 1, 2020	\$775.00	\$0.00	\$775.00	
	Predevelopment Agreement for major applications	\$1030 + \$5890 deposit			
*The rates shall be increased in 2019 and going forward each year based on either the Consumer Price Index or the Cost of Living Index, whichever is higher in the given year. The rates shall increase January 1 of each year.					
12.2	Planning Miscellaneous				
	Cash-in-lieu of Parkland	\$1,250.00	\$0.00	\$1,250.00	
	Signing of Merger Agreement Fee**	\$300.00	\$0.00	\$300.00	
	Encroachment Agreement	\$500 + \$ 600 Deposit			
	Minor Amendment to Existing Encroachment Agreement	\$500.00	\$0.00	\$500.00	
	Demolition Agreement	\$500 + \$5500 deposit			
	Extend Existing Demolition Agreement	\$200.00	\$0.00	\$200.00	
	Mitigation Measures Agreement**	\$300.00	\$0.00	\$300.00	
	Enivornmental Impact Assessment Peer Reviews	Cost Recovery from third party			
**Only required if the agreement is not associated with a planning application					

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
12.3	Renewable Energy Projects				Policy No. D-3
	Small Scale Ground Mount Solar Project	\$2,000.00	\$0.00	\$2,000.00	
	Large Scale Industrial Facility Project	\$3,500.00	\$0.00	\$3,500.00	
	Resubmission with changes	\$850.00	\$0.00	\$850.00	
12.4	Planning Documents				
	Copy of Official Plan &/or Zoning By-law	Cost of Printing			
12.5	Property Information Requests (lawyers, real estate agents)				Resolution 418-2016
	Tax Certificate	\$40.00	\$0.00	\$40.00	
	Work Order Information	\$40.00	\$0.00	\$40.00	
	Zoning Information/Compliance	\$40.00	\$0.00	\$40.00	
	Building Permit Compliance	\$40.00	\$0.00	\$40.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
13.	Public Works - Roads		HST	Total	
13.1	Entrance Permit				Policy No. T-1
	Application Fee (Township to install Entrance)	\$125.00	\$16.25	\$141.25	
	Application Fee (Owner to install Entrance)	\$250.00	\$32.50	\$282.50	\$1000.00 deposit required
	No Culvert Required				
	Culvert Required	Cost shall be based on the current year pricing of materials required, labour wages and machine time			
13.2	Parking Infractions				2014-25
	No Stopping Infractions	\$30.00	\$0.00	\$30.00	(Amended by: 2014-57, 2015-54, 2015-55)

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
14.	Public Works - Transfer Station				
	Tipping Fees				By-Law 2008-39
	Waste weighing less than 30 lbs. (13.6 kgs.)	\$3.00	Excise Tax Act S. 20 Pt. 6 Sch. 5	\$3.00	(amended 2009-55, 2014-29, 2017-04)
	Waste weighing more than 30 lbs. (13.6 kgs.) - per tonne	\$150.00		\$150.00	
	Propane Tanks (weighing 20 lbs. or less) each	Free		Free	
	Propane Tanks (weighing more than 20 lbs.) each	Free		Free	
	Appliances containing Freon surcharge plus per tonne rate	\$27.00		\$27.00	
	Replacement Landfill Cards	\$25.00		\$25.00	
	Box Springs	\$25.00 each		\$25.00 each	
	Bag Tags (each)	\$3.00		\$3.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.	Parks and Recreation				
	*Note: A 1.25% per month late payment penalty fee applies to Section 15				
15.1	Advertising at Arenas & Parks		HST	Total	
	Advertising Options				
	Ice Resurfacers (per side)	\$500.00	\$65.00	\$565.00	
	Wall Mounted (4'x8' Sheet)	\$250.00	\$32.50	\$282.50	
	Board Mounted (38"x8' Kit)	\$250.00	\$32.50	\$282.50	
	In Ice logo (per logo)	\$500.00	\$65.00	\$565.00	
	Viewing Lobby (11/2' x 3')	\$175.00	\$22.75	\$197.75	
	South Ball Diamond (4'x8' Sheet)	\$150.00	\$19.50	\$169.50	
	Sponsorship Options				
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	Advertising & Sponsorship Packages				
	Platinum (15% discount)	\$1,414.04	\$183.83	\$1,597.87	
	Gold (10% discount)	\$1,047.22	\$136.14	\$1,183.36	
	Silver (5% discount)	\$908.95	\$118.16	\$1,027.11	
	Bronze	\$663.58	\$86.27	\$749.85	
	Starter	\$456.79	\$59.38	\$516.17	
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	Parking Lot Rentals				
	Douro - Full Lot (Daily)	\$310.00	\$40.30	\$350.30	
	Douro - Half Lot (Daily)	\$155.00	\$20.15	\$175.15	
	Warsaw - Full Lot (Daily)	\$155.00	\$20.15	\$175.15	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.2	Arena-Douro		HST	Total	fees increase 3% annually
	Douro Arena - Harvest Room				
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Full Day Rental (Mon - Fri)	\$163.91	\$21.31	\$185.22	
	Full Day Rental (Sat, Sun, Stat)	\$180.30	\$23.44	\$203.74	
	Douro Seniors Club (3 hours or less)	\$10.93	\$1.42	\$12.35	
	Douro Minor Hockey (3 hours or less)	\$30.06	\$3.91	\$33.96	
	Douro Community Centre - Wellington Room				
	Day Rental (Off Peak Sunday - Thursday)	\$300.50	\$39.06	\$339.56	
	Day Rental (Peak Friday, Saturday and Stat Holidays)	\$480.80	\$62.50	\$543.30	
	1/2 Day Rental (4 hours or less)	\$150.25	\$19.53	\$169.78	
	Hourly Rental	\$54.09	\$7.03	\$61.12	
	Bar	\$60.10	\$7.81	\$67.91	
	Kitchen Rental (Catering/Use of Appliances)	\$90.15	\$11.72	\$101.87	
	Extra's				
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.55	
	Coffee Urn	\$10.93	\$1.42	\$12.35	
	Chafing Dishes	\$13.86	\$1.80	\$15.66	
	Custom Announcement on Arena Roadside Sign	\$26.52	\$3.45	\$29.97	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food *Prices for catering range from the choice of lunch/dinner provided *Facility subsidy Requests can be made under the Policy				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Douro Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan- Aug)				fees increase 3% annually as of Septmber 1st
	Prime Time	\$185.76	\$24.15	\$209.91	
	Non-Prime Time	\$98.35	\$12.78	\$111.13	
	Hourly Local Youth Sport	\$147.52	\$19.18	\$166.70	
	Hourly Outside Youth Sport	\$158.45	\$20.60	\$179.04	
	Hourly Non-Prime Time *Mon-Fri 7:00 am -	\$76.49	\$9.94	\$86.43	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Douro Arena Floor Surface				
	Adult Sport Hourly Rental	\$72.12	\$9.38	\$81.50	
	Youth Sport Hourly Rental	\$60.10	\$7.81	\$67.91	
	1/2 Day Event Rental	\$360.60	\$46.88	\$407.48	
	Day Event Rental	\$721.20	\$93.76	\$814.96	
	2 Day Event Rental	\$1,202.00	\$156.26	\$1,358.26	
	Douro - Rec Centre		HST	Total	
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Full Day Rental	\$163.91	\$21.31	\$185.22	
	Service Groups & Seniors (3 hours or less)	\$10.93	\$1.42	\$12.35	
15.3	Arena-Warsaw		HST	Total	fees increase 3% annually as of September 1st
	Warsaw Arena - Upstairs Room				
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Day Rental (Monday - Friday)	\$163.91	\$21.31	\$185.22	
	Weekend or Stat Day Rental (Saturday, Sunday, Stat)	\$180.30	\$23.44	\$203.74	
	Bar Requested	\$60.10	\$7.81	\$67.91	
	Douro Minor Hockey (3 hours or less)	\$30.06	\$3.91	\$33.96	
	Extra's				
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.55	
	Coffee Urn	\$10.93	\$1.42	\$12.35	
	Chafing Dishes	\$13.86	\$1.80	\$15.66	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
Warsaw Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan-Aug)					
	Prime Time	\$163.91	\$21.31	\$185.22	
	Non-Prime Time (1 or 2 hours)	\$87.42	\$11.36	\$98.78	
	Hourly Local Youth Sport	\$125.66	\$16.34	\$142.00	
	Hourly Outside Youth Sport	\$136.59	\$17.76	\$154.35	
	Hourly Non-Prime Time *Mon-Fri 7:00 a.m. - 5:00 p.m. (3 or more hours)	\$76.49	\$9.94	\$86.43	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	
Warsaw Arena Floor Surface					
	Adult Sport Hourly Rental	\$72.12	\$9.38	\$81.50	
	Youth Sport Hourly Rental	\$60.10	\$7.81	\$67.91	
	1/2 Day Event Rental	\$360.60	\$46.88	\$407.48	
	Day Event Rental	\$721.20	\$93.76	\$814.96	
	2 Day Event Rental	\$1,202.00	\$156.26	\$1,358.26	
15.4	Parks		HST	Total	Fees increase 3% annually as of January 1st
Park Rental Rates					
	Adult Sports Field - per hour	\$31.83	\$4.14	\$35.96	
	Youth Sports Field - per hour	\$10.61	\$1.38	\$11.99	
	Youth Sports Field - per hour with Lights	\$18.04	\$2.34	\$20.38	
	Ball Diamond with Lights (hourly)	\$53.05	\$6.90	\$59.94	
	Day Tournaments - Douro Park - Includes Lining	\$175.05	\$22.76	\$197.80	
	Picnic Area/Park Rental - 20-50 People (Daily)	\$37.13	\$4.83	\$41.96	
	Picnic Area/Park Rental - 51-100 People (Daily)	\$74.26	\$9.65	\$83.92	
	Picnic Area/Park Rental - 101+ People (Daily)	\$159.14	\$20.69	\$179.82	
	Major Event - for Profit Organization (Daily)	\$530.45	\$68.96	\$599.41	
	Farmers Market (Daily)	\$53.05	\$6.90	\$59.94	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Tennis/Pickleball Court Rental - per hour	\$31.83	\$4.14	\$35.96	
	Concession at South Park (Daily)	\$87.52	\$11.38	\$98.90	
	Signage at Parks (ie. Roadside event signage at parks)	\$26.52	\$3.45	\$29.97	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.5	Surcharge for Liability Insurance		HST	Total	
	Auctions, Banquets, Bingo, Cards, Celebrations, Craft Shows, Dances				
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$1.25	\$0.16	\$1.42	
	Non - Alcohol Hourly Rate Event - 51 to 100 people	\$2.51	\$0.33	\$2.83	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$5.02	\$0.65	\$5.67	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$10.03	\$1.30	\$11.34	
	Non - Alcohol Hourly Rate Event - 201 to 250 people	\$12.54	\$1.63	\$14.17	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$15.05	\$1.96	\$17.00	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$18.81	\$2.45	\$21.26	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$12.54	\$1.63	\$14.17	
	Non - Alcohol Day Rate Event - 51 to 100 people	\$18.81	\$2.45	\$21.26	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$25.08	\$3.26	\$28.34	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$31.35	\$4.08	\$35.43	
	Non - Alcohol Day Rate Event - 201 to 250 people	\$37.62	\$4.89	\$42.51	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$43.89	\$5.71	\$49.60	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$50.16	\$6.52	\$56.68	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Alcohol Hourly Rate Event - 0 to 50 people	\$12.54	\$1.63	\$14.17	
	Alcohol Hourly Rate Event - 51 to 100 people	\$15.05	\$1.96	\$17.00	
	Alcohol Hourly Rate Event - 101 to 150 people	\$17.56	\$2.28	\$19.84	
	Alcohol Hourly Rate Event - 151 to 200 people	\$20.06	\$2.61	\$22.67	
	Alcohol Hourly Rate Event - 201 to 250 people	\$22.57	\$2.93	\$25.51	
	Alcohol Hourly Rate Event - 251 to 350 people	\$25.08	\$3.26	\$28.34	
	Alcohol Hourly Rate Event - 351 to 500 people	\$31.35	\$4.08	\$35.43	
	Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Alcohol Day Rate Event - 0 to 50 people	\$62.70	\$8.15	\$70.85	
	Alcohol Day Rate Event - 51 to 100 people	\$75.24	\$9.78	\$85.02	
	Alcohol Day Rate Event - 101 to 150 people	\$87.78	\$11.41	\$99.19	
	Alcohol Day Rate Event - 151 to 200 people	\$100.32	\$13.04	\$113.36	
	Alcohol Day Rate Event - 201 to 250 people	\$112.86	\$14.67	\$127.53	
	Alcohol Day Rate Event - 251 to 350 people	\$125.40	\$16.30	\$141.70	
	Alcohol Day Rate Event - 351 to 500 people	\$137.94	\$17.93	\$155.87	
	Alcohol Day Rate Event - 500+ people	Refer to Marsh			
	Picnics				
	Non - Alcohol Day Rate Event - up to 250 people	\$2.85	\$0.37	\$3.22	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Meetings, Seminars, Speakers, Workshops, Classroom Instruction				
	Non-Alcohol Event Flat Rate - 1 to 100 people	\$1.88	\$0.24	\$2.13	
	Non-Alcohol Event Flat Rate - 101 to 250 people	\$3.14	\$0.41	\$3.54	
	Non-Alcohol Event Flat Rate - 250 to 500 people	\$6.59	\$0.86	\$7.45	
	Non-Alcohol Event Flat Rate - 500+	Refer to Marsh			
	Sports Events or Activities				
	Low Risk Programs - Hourly Rate - 0 to 25 people	\$0.95	\$0.12	\$1.07	
	Low Risk Programs - Hourly Rate - 26 to 50 people	\$1.88	\$0.24	\$2.13	
	Low Risk Programs - Hourly Rate - 51 to 100 people	\$2.51	\$0.33	\$2.83	
	Low Risk Programs - Hourly Rate - 101 to 250 people	\$3.14	\$0.41	\$3.54	
	Low Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Low Risk Programs - Daily Rate - 0 to 25 people	\$25.08	\$3.26	\$28.34	
	Low Risk Programs - Daily Rate - 26 to 50 people	\$31.35	\$4.08	\$35.43	
	Low Risk Programs - Daily Rate - 51 to 100 people	\$56.43	\$7.34	\$63.77	
	Low Risk Programs - Daily Rate - 101 to 250 people	\$94.05	\$12.23	\$106.28	
	Low Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Low Risk Programs - Per Season - 0 to 25 people	\$125.40	\$16.30	\$141.70	
	Low Risk Programs - Per Season - 26 to 50 people	\$156.75	\$20.38	\$177.13	
	Low Risk Programs - Per Season - 51 to 100 people	\$188.10	\$24.45	\$212.55	
	Low Risk Programs - Per Season - 101 to 250 people	\$219.45	\$28.53	\$247.98	
	Low Risk Programs - Per Season - 250+ people	Refer to Marsh			
	Medium Risk Programs - Hourly Rate - 0 to 25 people	\$1.88	\$0.24	\$2.13	
	Medium Risk Programs - Hourly Rate - 26 to 50 people	\$3.76	\$0.49	\$4.25	
	Medium Risk Programs - Hourly Rate - 51 to 100 people	\$6.27	\$0.82	\$7.09	
	Medium Risk Programs - Hourly Rate - 101 to 250 people	\$10.03	\$1.30	\$11.34	
	Medium Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Medium Risk Programs - Daily Rate - 0 to 25 people	\$45.60	\$5.93	\$51.53	
	Medium Risk Programs - Daily Rate - 26 to 50 people	\$51.30	\$6.67	\$57.97	
	Medium Risk Programs - Daily Rate - 51 to 100 people	\$68.40	\$8.89	\$77.29	
	Medium Risk Programs - Daily Rate - 101 to 250 people	\$114.00	\$14.82	\$128.82	
	Medium Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Medium Risk Programs - Per Season - 0 to 25 people	\$188.10	\$24.45	\$212.55	
	Medium Risk Programs - Per Season - 26 to 50 people	\$218.88	\$28.45	\$247.33	
	Medium Risk Programs - Per Season - 51 to 100 people	\$313.50	\$40.76	\$354.26	
	Medium Risk Programs - Per Season - 101 to 250 people	\$376.20	\$48.91	\$425.11	
	Medium Risk Programs - Per Season - 250+ people	Refer to Marsh			
	High Risk Programs - Hourly Rate - 0 to 25 people	\$2.51	\$0.33	\$2.83	
	High Risk Programs - Hourly Rate - 26 to 50 people	\$5.02	\$0.65	\$5.67	
	High Risk Programs - Hourly Rate - 51 to 100 people	\$7.52	\$0.98	\$8.50	
	High Risk Programs - Hourly Rate - 101 to 250 people	\$12.54	\$1.63	\$14.17	
	High Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	High Risk Programs - Daily Rate - 0 to 25 people	\$62.70	\$8.15	\$70.85	
	High Risk Programs - Daily Rate - 26 to 50 people	\$75.24	\$9.78	\$85.02	
	High Risk Programs - Daily Rate - 51 to 100 people	\$94.05	\$12.23	\$106.28	
	High Risk Programs - Daily Rate - 101 to 250 people	\$188.10	\$24.45	\$212.55	
	High Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	High Risk Programs - Per Season - 0 to 25 people	\$250.80	\$32.60	\$283.40	
	High Risk Programs - Per Season - 26 to 50 people	\$282.15	\$36.68	\$318.83	
	High Risk Programs - Per Season - 51 to 100 people	\$344.85	\$44.83	\$389.68	
	High Risk Programs - Per Season - 101 to 250 people	\$438.90	\$57.06	\$495.96	
	High Risk Programs - Per Season - 250+ people	Refer to Marsh			
	Sale of non-food or drink items				
	Per Day	\$31.35	\$4.08	\$35.43	
	Per Week	\$62.70	\$8.15	\$70.85	
	Per Month	\$112.86	\$14.67	\$127.53	
	3 to 6 months	\$564.30	\$73.36	\$637.66	
	Sale of food or drink items				
	Per Day	\$60.19	\$7.82	\$68.02	*Must be certified and approved by health board with proof of certificate if selling food & beverages
	Per Week	\$156.75	\$20.38	\$177.13	
	Per Month	\$313.50	\$40.76	\$354.26	
	3 to 6 months	\$783.75	\$101.89	\$885.64	
	Leagues				
	Up to 30 players per team	\$219.45	\$28.53	\$247.98	
	Up to 25 teams per league	\$219.45	\$28.53	\$247.98	
	Anything above 30 players or 25 teams	Refer to Marsh			
	Tournaments (High risk only)				
	0 to 8 Teams	\$627.00	\$81.51	\$708.51	
	9 to 16 Teams	\$877.80	\$114.11	\$991.91	
	16 to 21 Teams	\$1,254.00	\$163.02	\$1,417.02	
	21 Teams+	Refer to Marsh			

Recommendation:

That the Clerk's Office-2024-29 report, dated December 17, 2024 regarding a request to migrate the Township website to GovStack be received, and;

That Council provide direction to Staff on whether to move forward with the website migration to GovStack, and;

That if approved, the cost of the migration is to be funded through the 2025 Budget.

Overview:

The current hosting platform for the Township's website, iCreate, will be discontinued in less than two years, necessitating a migration to a new platform. Township staff have worked with GHD (previously e-Solutions) to receive discounted pricing (20% discount and free staff training) to migrate sooner to Govstack, a new and superior platform that offers more creative freedom and self-management capabilities. GHD has informed staff that it is not able to hold this pricing while the budget process is completed in Q1 of 2025.

Migrating now, rather than waiting until the end of iCreate's lifespan is strategic due to the impending discontinuation of iCreate and the reduction in support the platform will receive going forward.

Throughout the Strategic Planning process, Staff and Council heard that the Township needs to modernize service delivery and our tools for communicating to the public. One of the focus areas was the Township website. Below is a list of issues with our current website.

Challenges with the current website:

- Current website is not user friendly and Township staff are limited to what they can do to change it.
- Current website does not use Google Analytics to measure success, therefore measuring performance is onerous at best.
- Current website does not allow for flexibility in design.
- Current website does not allow uploads of videos.
- Current platform for the website will be unsupported by GHD in less than two years.
- Design changes on the current platform require support from GHD which incurs additional costs.

With the potential move to GovStack, Staff have identified operations savings that can be realized:

- **Reduced Dependency on GHD Services:** With Govstack, the Township can make updates and modifications internally, reducing ongoing costs associated with outsourcing these tasks.
- **Avoidance of iCreate End-of-Life Costs:** Transitioning before iCreate is discontinued prevents potential cost spikes related to emergency migrations or temporary solutions.
- The new platform also provides backend users (Township staff) with more flexibility and the ability to be more creative. It also reduces the need to redevelop the website in future years.
- Govstack also provides high-level of website analytics, using Google Analytics, which currently doesn't exist. The Township will be able to measure the success, engagement of web pages and the overall website usage.

Further to the potential savings that can be realised, the move to GovStack will also provide an avenue for Staff to edit and improve the website on an as needed basis without assistance from outside consultants.

- Govstack allows for more flexibility in design and content management, enabling the Township to enhance its digital presence more effectively.
- The platform empowers our internal team to manage the website, reducing turnaround times for updates and new content creation.
- The platform will support/allow for the creation of new webpages, landing pages, and microsites for special project and initiatives the Township wishes to undertake.
- **Enhanced Security and Compliance:** Govstack provides better security features and compliance with modern web standards, reducing the risk of cyber threat.

Conclusion:

Through the Service Delivery Review and the Strategic Plan, the website and the ways in which the Township communications with the public have been identified as priorities for improvement. The potential move to GovStack will provide staff the tools to make improvements to the website without the need to obtain a new website saving time, effort and cost.

Financial Impact:

The cost negotiated to complete the early migration is \$19,296.00 (all prices shown are without tax). The annual cost of the website for 2025 will be reduced to \$6,330.00 from \$7,625.00, a savings of \$1,295.00 for the year. Further, with the migration the Township will discontinue it's subscription with Cludo (website search tool) which will be a savings of \$2699.00.



Service Modernization and Innovation

Modernizing, refining and innovating services for residents is essential to effectively meet the needs of our community, enhance our operational efficiency, and ensure we remain adaptable in a rapidly changing world.



Business Attraction, Expansion, and Retention

Business attraction, expansion, and retention is vital for the economic health and sustainability of our Township, such as job creation, tax revenue, investing in innovation, maintaining our quality of life, and supporting community stability.



Infrastructure Renewal

Infrastructure renewal is a critical investment for our Township as it will ensure our adherence to health and safety, economic development, investment attraction, environmental sustainability, quality of life, public confidence, and regional competitiveness.

Report Approval Details

Document Title:	Pre-Budget Request - Implementation of GovStack for Township Website.docx
Attachments:	
Final Approval Date:	Dec 11, 2024

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

Todd Davis

Report to Council

Re: Council Member Appointments
for 2025 Clerk's Office-2024-28

From: Martina Chait-Hartwig

Date: December 17, 2024

Recommendation:

That the Clerk's Office-2024-28 report, dated December 17, 2024, regarding Committee Appointments be received and that Council appoint a member to sit on the Committee of Adjustment for 2025.

Overview:

At the beginning of the term of Council, Council members were appointed to various Boards and Committees. This report is to provide an update on those appointments.

Arena Facilities Future Ad-Hoc Committee: Councillor Ray Johnston, term has been extended for any required work with the Community Centre Feasibility Studies.

Committee of Adjustment: Deputy Mayor Harold Nelson, term: 2022-2023, 2023-2024, to be appointed on a yearly basis as per the Planning Act.

Committee of the Whole: Councillor Tom Watt, term: 2024, new Chair will be appointed at first meeting in 2025.

Events Committee: Councillor Ray Johnston, term: Committee is currently not operational due to lack of interest. Councillor Johnston and staff with various volunteers have planned events in the absence of a committee.

Library Board: Councillor Tom Watt, term: 2022-2026.

Otonabee Region Conservation Authority Board: Councillor Adam Vervoort, term: 2022-2026.

Police Services Board: Mayor Watson, term: 2024-2026

Conclusion:

As per the Planning Act, the appointment of a Council member to the Committee of Adjustment must be completed yearly. The Committee of Adjustment reviews and decides on complex planning matters and requires a significant amount of training. Deputy Mayor Nelson has already completed all the required training to continue on as the Council appointee to the COA.

Financial Impact:

There may be an impact should additional Committee training be required.

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Report Approval Details

Document Title:	Council Member Appointments for 2025.docx
Attachments:	
Final Approval Date:	Dec 11, 2024

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

Todd Davis

Recommendation:

That the Clerk's Office-2024-27 report, dated December 17, 2024, regarding the realignment of the Twelfth Line Road Dummer be received, and;

That the section(s) of the Twelfth Line Road Dummer which are affected by the required land swap and to be identified on a final survey be deemed surplus; and

That Township Staff be authorized to engage the Township's legal team to draw up all necessary land transfer agreements required to complete this project; and

That the Mayor and Clerk be delegated the authority to sign all of the aforementioned agreements; and;

Lastly, that a By-law to bring the new section(s) of roadway into the Township Road System and remove the old section(s), be brought before Council as soon the necessary transfers documents have been registered.

Overview:

In 2018, with the help of provincial funding the Township undertook a large project to improve the Twelfth Line Road Dummer. This project included the straightening of the road by purchasing land from property owners and adding them into the road system to remove some dangerous turns in the roadway.

As part of the improvement of the Twelfth Line, an agreement was made between the Township and Drain Bros., regarding an exchange of land to improve the Twelfth Line. The agreement is to exchange land for the upgrade of the Twelfth Line so that new vertical and horizontal realignment can be accomplished by traveling over the current gravel pit property. Drain Bros. have created the first overpass in the Township to allow for the Twelfth Line to travel in a straighter and safer path while also improving access for the gravel pit operation. Please see the attached Road Realignment package attached to this report from Engage Engineering along with a letter from former CAO, Dave Clifford and a GIS map highlighting the section of road to be impacted by this land swap.

Conclusion:

To facilitate the opening of this new section of road, various actions must be taken. The new section of road must be legally transfer to the Township from Drain Bros. and the section must be added to the Township Road Network by By-law. The current section of the Twelfth Line must be deemed as surplus, stopped and closed and transferred to Drain Bros. Once these transfers have taken place and the road is part of the Township Road system the new section can be used by the public.

Financial Impact:

There is a small financial impact to have the Township legal team facilitate the transfer of the lands and to register the transfers at the Land Registry Office. This cost had been anticipated as part of the Twelfth Line project.

Service Modernization and Innovation
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Infrastructure Renewal
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Report Approval Details

Document Title:	Re-Alignment of Twelfth Line Road Dummer.docx
Attachments:	- Engage - Twelfth Line Realignment plan.pdf - GIS - Twelfth Line Realignment Map.pdf - Letter from D Clifford - March 27, 2019.pdf
Final Approval Date:	Dec 12, 2024

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

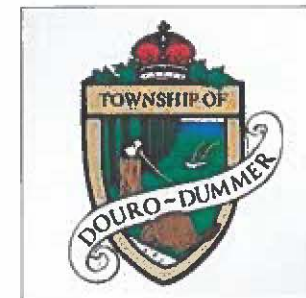
Todd Davis

12TH LINE ROAD REALIGNMENT

TOWNSHIP OF DOURO-DUMMER
 ISSUED FOR CONSTRUCTION
 ENGAGE PROJECT No. 18049



DRAWING INDEX	
DRAWING	SHEET
OVERALL PLAN	01
STANDARD NOTES AND LEGEND	02
SURFACE WORKS STA. 1+040 - 1+440	03
SURFACE WORKS STA. 1+440 - 149	04
PROFILE VIEWS	05
PRIVATE ENTRANCE PLAN AND PROFILE	08
DETAILS	07
CROSS SECTIONS	09 15



12TH LINE ROAD REALIGNMENT

TOWNSHIP OF DOURO-DUMMER
 ENGAGE PROJECT No. 18049
 ISSUED FOR CONSTRUCTION - 2019-11-28



LEGEND

ROAD SURFACE FEATURES:

- EXISTING RETAINMENT WALL
- EXISTING FENCE
- CONCRETE SIDEWALK
- CONCRETE BARRIER CURB (COPS 18" MIN)
- CONCRETE CURB AND GUTTER (COPS 18" MIN)
- RESIDENTIAL (DRIVEWAY / SIDEWALK) / GRASS CURB
- COMMERCIAL / INDUSTRIAL REINFORCED CONCRETE CURB
- REINFORCED CONCRETE DRIVEWAY RAMP
- REINFORCED ASPHALT DRIVEWAY RAMP
- REINFORCED ASPHALT DRIVEWAY RAMP
- REINFORCED INTERLOCKING CONCRETE PAVERS
- REINFORCED STRIPPED CONCRETE
- REINFORCED ASPHALT SUBGRADE
- REINFORCED ASPHALT THICK CONCRETE SIDEWALK

LEGAL AND CONTROL SYMBOLS:

- IRON BAR
- ROUND POLY BAR
- IRON PIPE
- CUT CURB
- HORIZONTAL CONTROL MONUMENT
- VERTICAL CONTROL MONUMENT
- TEMPORARY BENCHMARK
- BENCHMARK
- STATION CHANGE

UTILITIES:

ELECTRICAL:

- HYDRO POLE
- HYDRO POLE LIGHT STANDARD
- HYDRO POLE LIGHT STANDARD WITH TRANSFORMER
- LIGHT STANDARD
- TRAFFIC SIGNAL POLE
- HANDWELL
- GEN WACRFR
- DIRECT BURIED ELECTRICAL DUCT/CABLE
- CONCRETE ENCASED ELECTRICAL DUCT

TELECOMMUNICATIONS:

- BELL HYDRO POLE
- BELL POLE
- BELL ROOSTER POLE
- FIBER OPTIC
- DIRECT BURIED TELECOM DUCT/CABLE
- DIRECT BURIED TELECOM DUCT

SIGNAGE:

- TRAIL ROAD SIGN
- MIN
- MAX
- MIN/MAX ROAD SIGN

VEGETATION:

- PERCH
- TREE CLUMP/HAIR
- SHRUB CLUMP/HAIR
- TREE (CIRCULAR)
- SHRUB (CIRCULAR)
- STUMP

MISCELLANEOUS:

- BENCHMARK
- TEST PIT
- WATER DUTY LINE
- POST
- HANDING UTILITY
- W/AL BOX
- BOUNDARY PITCH
- ROLLBAR
- PILLAR
- POLE
- TRASH CAN

REMOVAL AND ADJUSTMENTS

- APPEARANCE ADJUSTMENT BY CONTRACTOR JOB IN PLACE
- ADJUSTMENT BY OTHERS
- RELOCATE EXISTING CATCHBASIN
- EXCAVATE BACKFILL EXIST CATCHBASIN MANHOLE
- REMOVE SALVAGE AND REINSTALL TO BE EXPOSED BY CONTRACTOR
- FENCE REMOVAL

GENERAL:

- ALL CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH OULDS PROVISIONAL STANDARD DRAWINGS & SPECIFICATIONS APPLICABLE CONTRACT DOCUMENTS AND ALL SPECIFICATIONS REFERENCED HEREIN.
- THE CONTRACTOR SHALL CONSTRUCT ALL WORK IN ACCORDANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT / HEALTH AND SAFETY REGULATIONS FOR CONSTRUCTION PROJECTS.
- THE CONTRACTOR SHALL RESTORE OR REPLACE DAMAGED SERVICES TO EXISTING OR BETTER CONDITION.
- THE CONTRACTOR SHALL RESTORE ALL DISTURBED AREAS TO EXISTING OR BETTER CONDITION, OTHER THAN THE ENGINEERING AND LANDSCAPE SPECIFICATIONS REFERENCED HEREIN.
- THE CONTRACTOR SHALL COORDINATE AND PAY FOR ALL TEMPORARY CONTROLS AND SAFETY MEASURES IN ACCORDANCE WITH THE OULDS TRAFFIC MANUAL BOOK 7, TEMPORARY CONDITIONS.
- THE CONTRACTOR SHALL REMOVE ALL WASTE MATERIALS IN ACCORDANCE WITH THE MEASURES OF THE ENVIRONMENTAL QUALITY AND LOCAL MUNICIPAL BYLAWS.
- WHERE UTILITIES ARE SHOWN ON THE CONTRACT DRAWINGS, THEIR LOCATION IS APPROXIMATE. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS TO COMPLETE THE WORK INCLUDING ROAD CLOSURE PERMITS, OCCUPANCY PERMITS, ENCROACHMENT AGREEMENTS.
- ANY UTILITY POLES THAT MAY BE UNDERMINED BY THE CONSTRUCTION ACTIVITIES ARE TO BE BRACED. THE CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS TO HAVE THE POLES BRACED IN ACCORDANCE WITH THE APPROPRIATE UTILITY REQUIREMENTS.
- ALL PROTON AND SEEDMENT CONTROL MEASURES SHOWN ON THE CONTRACT DRAWINGS ARE TO BE IN PLACE PRIOR TO THE START OF CONSTRUCTION.
- ACCESS TO ALL PRIVATE PROPERTIES FRONTING THE CONSTRUCTION SHALL BE MAINTAINED AT ALL TIMES. TEMPORARY ACCESS RESTRICTIONS WILL ONLY BE PERMITTED WHERE REQUIRED TO FACILITATE UNDERGROUND SERVICES AND CONDUIT PLACEMENT. THE CONTRACTOR SHALL PROVIDE 48 HOURS NOTICE TO THE COLONY AND THE AFFECTED PROPERTY OWNERS PRIOR TO ACCESS RESTRICTIONS.
- ALL PROPERTY SHALL BE RESTORED OR DAMAGED DURING CONSTRUCTION SHALL BE REPLACED BY THE CONTRACTOR AT THE COMPLETION OF THE CONTRACT AT THEIR EXPENSE.
- ALL DIMENSIONS SHALL BE CHECKED AND VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED IMMEDIATELY TO THE ENGINEER.
- EXISTING SIGNAGE WITHIN THE ROAD ALCOFFICE SHALL BE REMOVED AND SALVAGED BY THE CONTRACTOR PRIOR TO CONSTRUCTION, AND REINSTALLED UPON COMPLETION. REGULATORY SIGNAGE SHALL REMAIN IN PLACE AT ALL TIMES.

SURVEY:

- EXISTING TOPOGRAPHIC INFORMATION IS BASED UPON TOPOGRAPHIC SURVEY PROVIDED BY SA ELLIOTT & PART LTD. JOB #1108 DATED OCTOBER 18, 2016. LEGAL SURVEY INFORMATION PROVIDED BY PETERSBOROUGH COUNTY GEOMATICS AND MAPPING. ADDITIONAL TOPOGRAPHIC INFORMATION PROVIDED PETERSBOROUGH COUNTY GIS.
- THE CONTRACTOR SHALL PROVIDE DETAILED LAYOUT FOR THE WORK INCLUDING CALCULATIONS OF LAYOUT DIMENSIONS AND ELEVATIONS.

ROADS

- ROAD SURVIVANCE SHALL BE CONDUCTED IN 75% SPOD. SURVIVANCE SHALL BE PROPOSED PRIOR TO PLACEMENT OF GRANULAR MATERIAL.
- SIGN MOUNTING HEIGHTS AND LATERAL OFFSETS SHALL BE IN ACCORDANCE WITH THE OULDS TRAFFIC MANUAL 2016 BOOK 18 SECTION 12.

STAGING

- ALL WORKS ARE TO BE COMPLETED PRIOR TO OPENING ROAD AND UNDERPASS ROAD UP TO PUBLIC TRAFFIC.

SURVEY

TOPOGRAPHIC SURVEY PROVIDED BY SA ELLIOTT & PART LTD. JOB #1108 DATED OCTOBER 18, 2016.

BENCHMARK

CON A BENCH MARK IS LOCATED AT THE CORNER OF THE ROAD AND THE UNDERPASS ROAD. ELEVATION: 100.000m

ELEV. 100.000m

NOTES:

NO.	DESCRIPTION	DATE
1	ISSUED FOR CONSTRUCTION	01/18/2018
2	ISSUED FOR REVIEW	01/18/2018
3	REVISION	01/18/2018

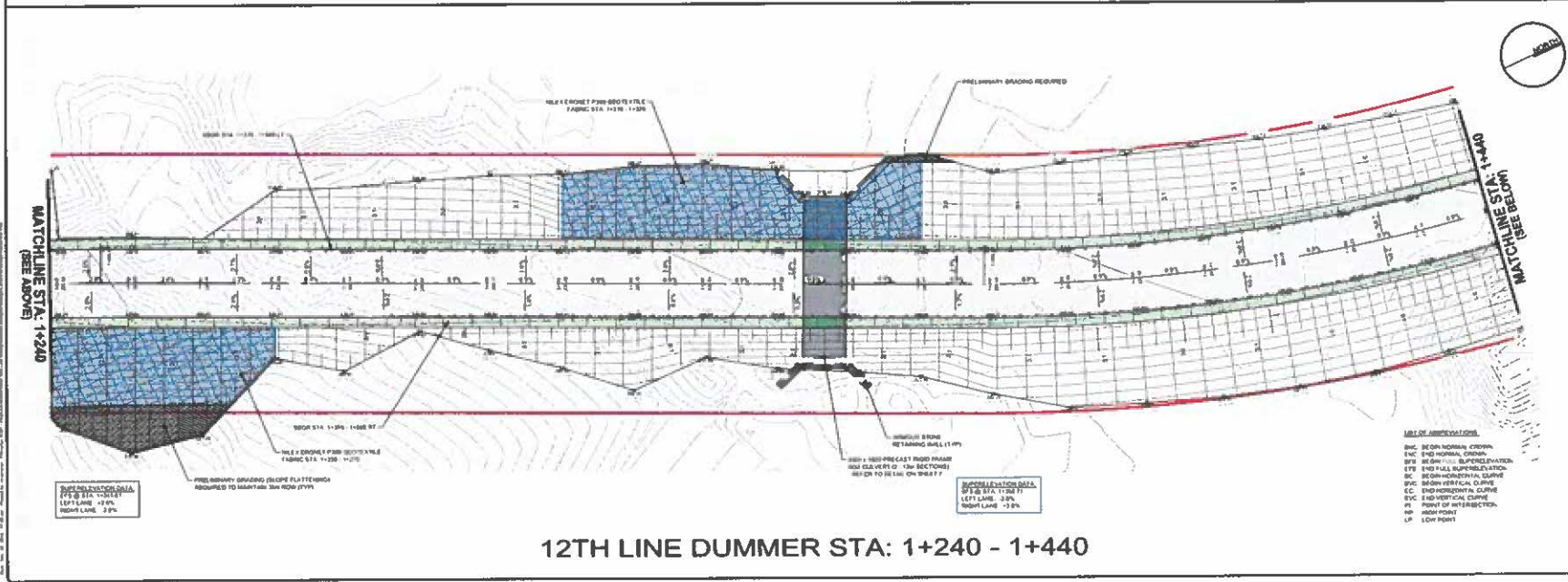
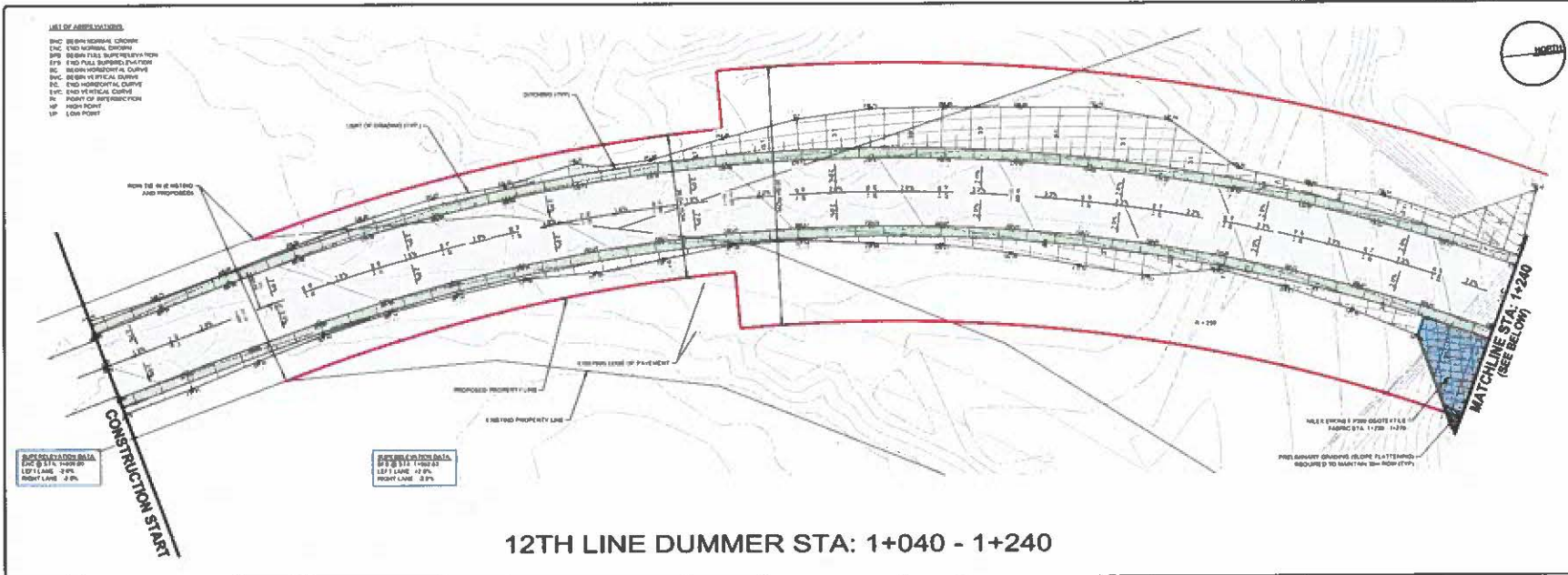


REALIGNMENT OF DUMMER 12TH LINE

DESIGNED BY: SA ELLIOTT & PART LTD.

STANDARD NOTES AND LEGEND

DESIGNED BY	DATE
SA ELLIOTT & PART LTD.	01/18/2018
CHECKED BY <td></td>	
DATE	
SCALE	AS SHOWN
PROJECT NO.	18049-CS
SHEET NO.	2 OF 15



SURVEY
 THIS DRAWING IS THE PROPERTY OF
 ENGAGE ENGINEERING INC.

BENCHMARK
 USED A BENCH MARK (BM) WITH AN ELEVATION OF 11.00 METERS (360.89 FEET) AT STATION 1+040.00
 ELEV: XXX.XXXm

NOTES:

NO.	REVISION	DATE
1	ISSUED FOR REVIEW	2014 08 27
2	ISSUED FOR CONSTRUCTION	2014 11 25



REALIGNMENT OF DUMMER 12TH LINE

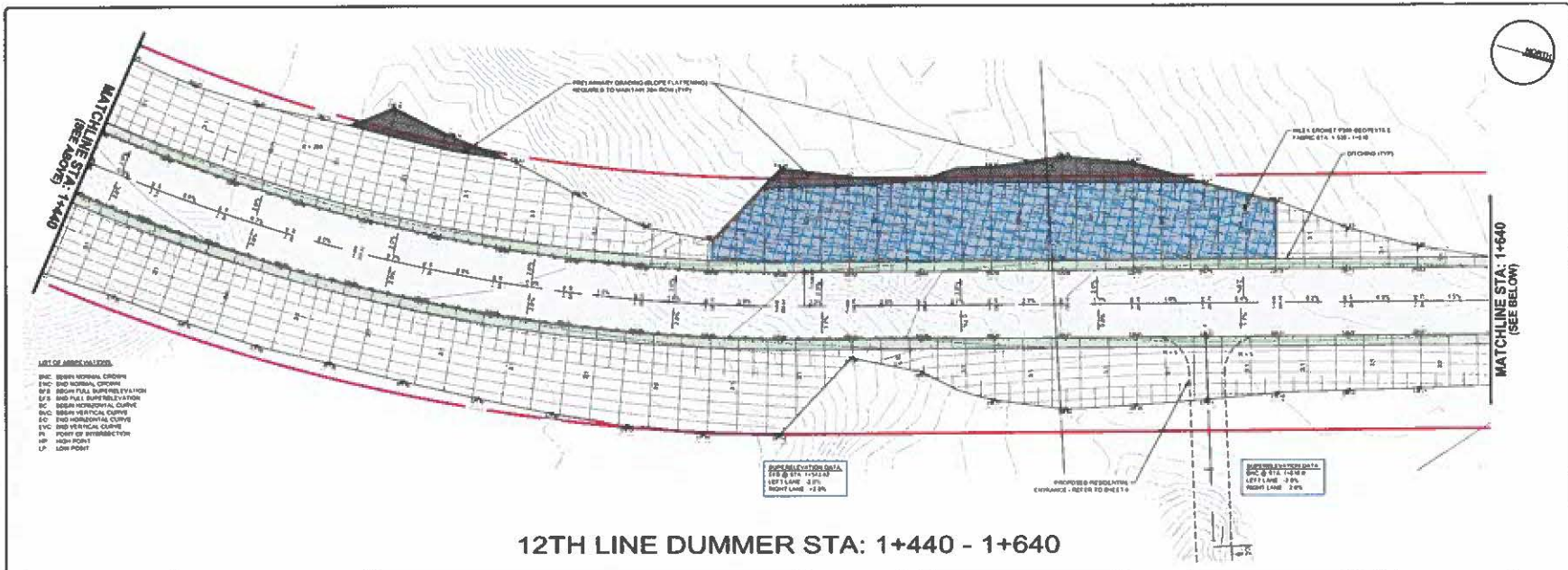
WORKS STA: 1+040 TO 1+440

DATE: 2014 11 25

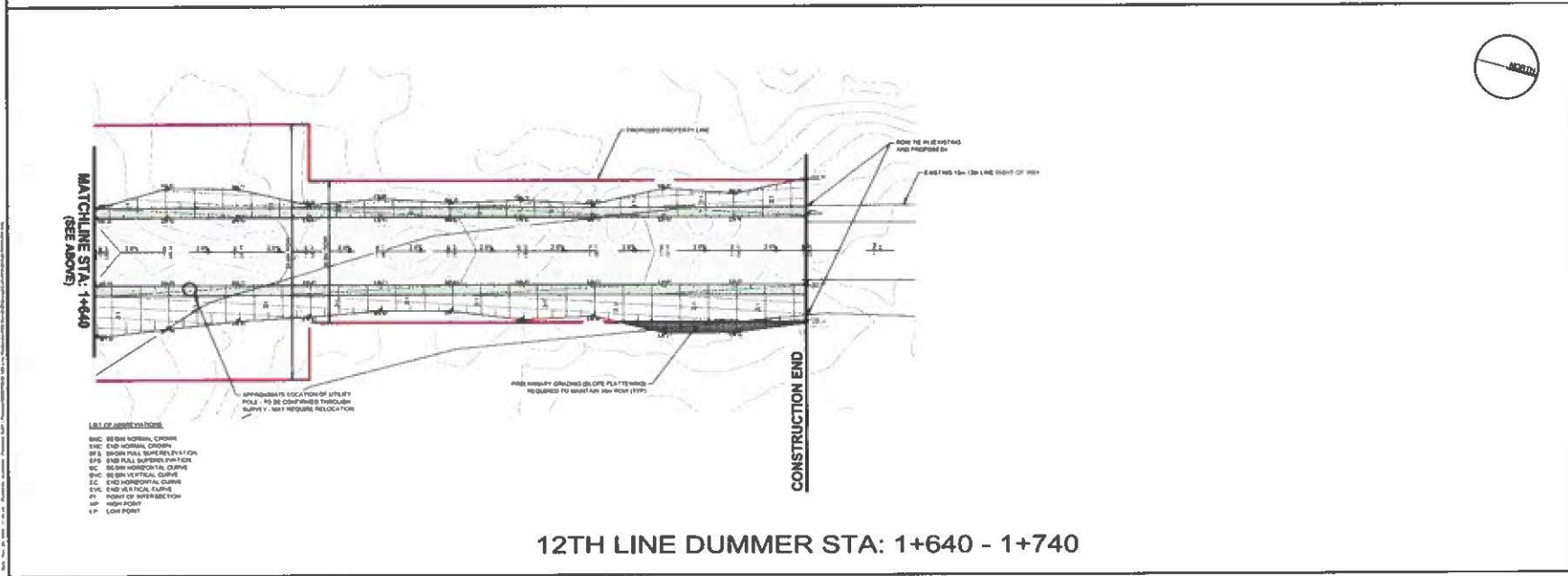
DESIGNED BY: P. H. REY

SCALE: 1" = 40'

PROJECT NUMBER: 18049-SW
 SHEET: 3 OF 15



12TH LINE DUMMER STA: 1+440 - 1+640



12TH LINE DUMMER STA: 1+640 - 1+740

SURVEY
 TOPOGRAPHIC SURVEY PROVIDED
 BY SURVEY & PHOTO SURVEYING CO., LTD.

BENCHMARK
 ONE A AND ONE B UP TO 20' IN ALL TO BE USED FOR ALL STAKING AT
 WORKS ON THIS PROJECT. SURVEY BY SURVEY & PHOTO
 ELEV. XXX.XXXM

NOTES:

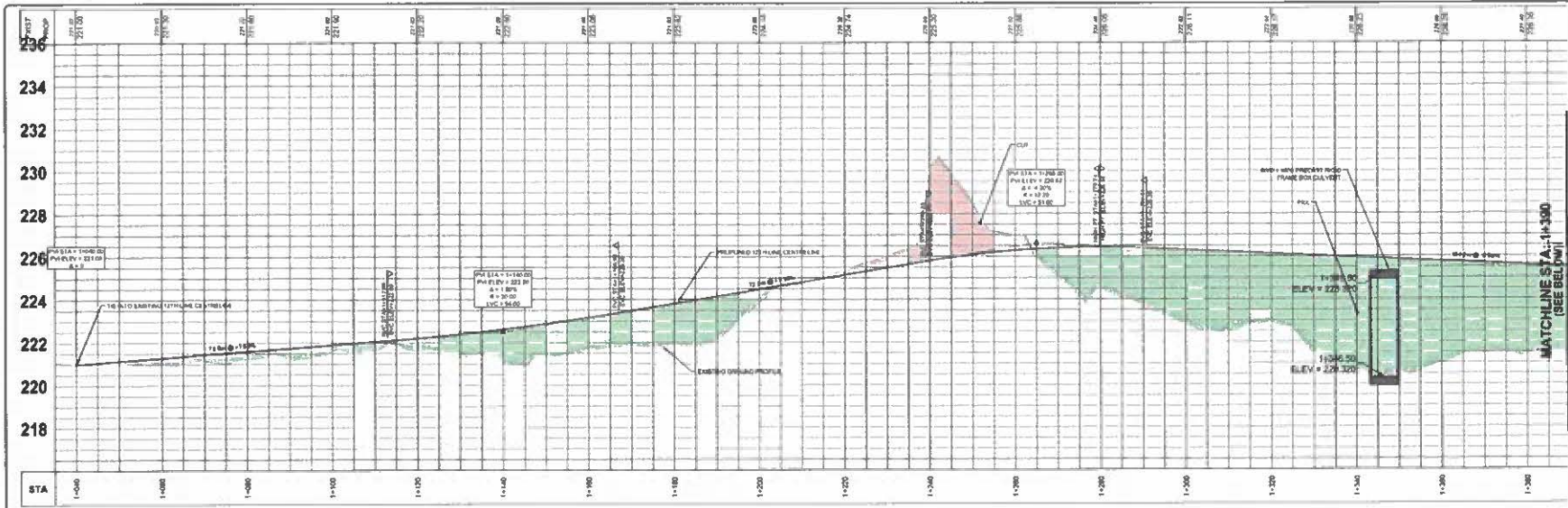
1	DESIGNED FOR CONSTRUCTION	DATE	2018-07-28
2	DESIGNED FOR SURVEY REVIEW	DATE	2018-08-01
3	REVISION	BY	DATE



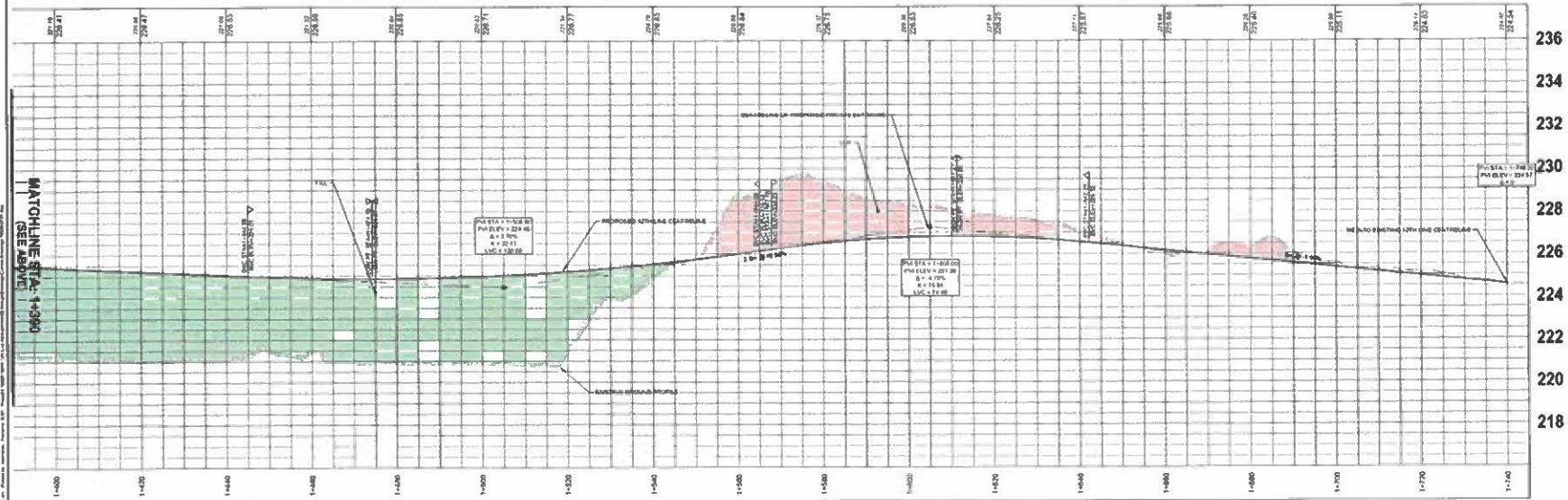
**REALIGNMENT OF
 DUMMER 12TH LINE**

**12TH LINE SURFACE
 WORKS STA: 1+440 TO
 1+740**

DESIGNED BY	IN CHARGE	DATE
DESIGNED BY	IN CHARGE	DATE
APPROVED BY	DATE	DATE
SCALE	AS SHOWN	
PROJECT NUMBER	PROJECT NAME	SHEET
10049	12049-SW	4 OF 15



12TH LINE DUMMER STA: 1+040 - 1+390



12TH LINE DUMMER STA: 1+390 - 1+740

SURVEY
 TORONTO: 11-11-2010
 BY: G. J. B. / J. B. / J. B.

BENCHMARK
 100+00.00 = 228.42
 100+00.00 = 229.50
 100+00.00 = 230.00
 100+00.00 = 231.00
 100+00.00 = 232.00
 100+00.00 = 233.00
 100+00.00 = 234.00
 100+00.00 = 235.00
 100+00.00 = 236.00
 ELEV: XXX.XXXm

NOTES:
 LEGEND
 [Red Box] AREA TO BE CUT
 [Green Box] AREA TO BE FILL

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR CONSTRUCTION	2010-11-10	J. B.
2	ISSUED FOR REVIEW	2010-11-10	J. B.
3	REVISION	2010-11-10	J. B.



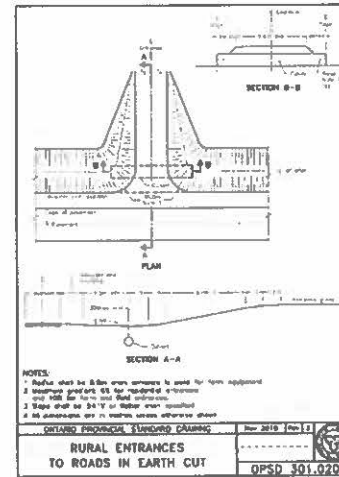
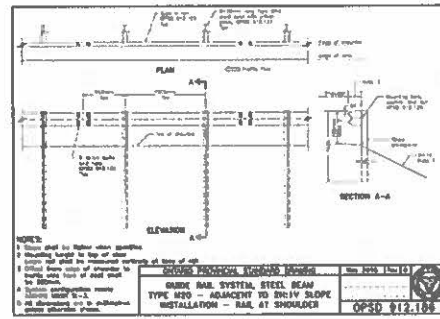
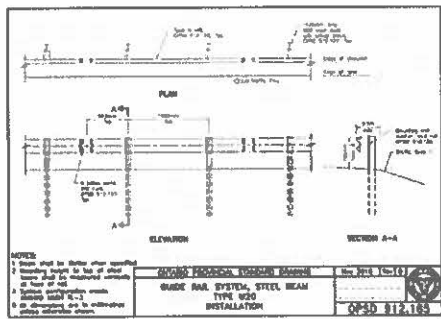
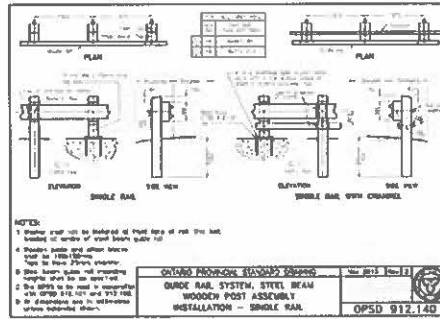
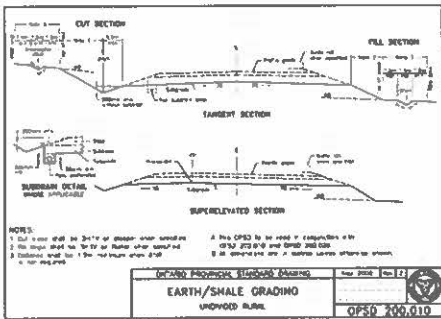
REALIGNMENT OF
 DUMMER 12TH LINE

TORONTO: 11-11-2010

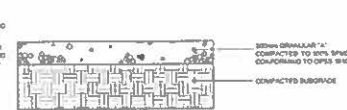
12TH LINE PROFILE
 VIEWS

DESIGNED BY	J. B.
CHECKED BY	J. B.
DATE	2010-11-10

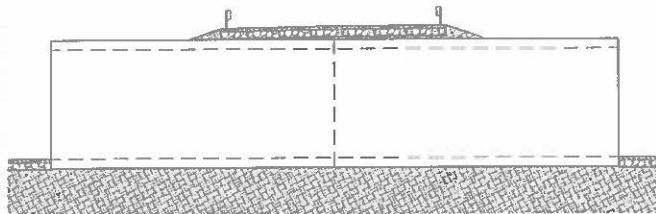
SCALE	1:2000
PROJECT NO.	10049
SHEET NO.	5 OF 15



1 RIGHT-OF-WAY PAVEMENT STRUCTURE SCALE: N.T.S.



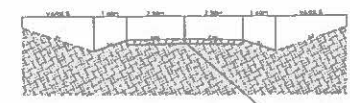
2 DRIVEWAY PAVEMENT STRUCTURE SCALE: N.T.S.



3 CULVERT CROSS SECTION SCALE: 1:500



4 TYPICAL CROSS SECTION SCALE: 1:100



5 TYPICAL DRIVEWAY CROSS SECTION SCALE: 1:500

SURVEY
PROVISIONAL SURVEY PROVIDED BY CLIENT'S PROFESSIONAL ENGINEER

BENCHMARK
ELEVATION: XXX.XXXm

NOTES

1. THE POSITION OF THE BENCHMARK SHOULD BE APPROVED BY THE CLIENT. ALL BENCHMARK COORDINATES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
2. THE POSITION OF THE BENCHMARK SHOULD BE APPROVED BY THE CLIENT. ALL BENCHMARK COORDINATES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
3. THE POSITION OF THE BENCHMARK SHOULD BE APPROVED BY THE CLIENT. ALL BENCHMARK COORDINATES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

REVISIONS

NO.	REVISION	DATE
1	ISSUED FOR CONSTRUCTION	20/01/20
2	ISSUED FOR CONSTRUCTION	20/01/20
3	REVISION	01/02/20

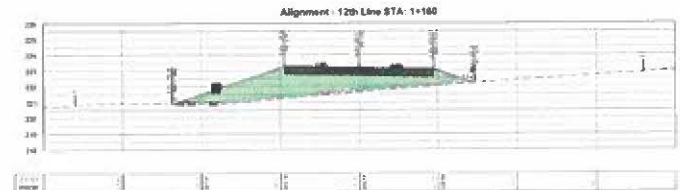
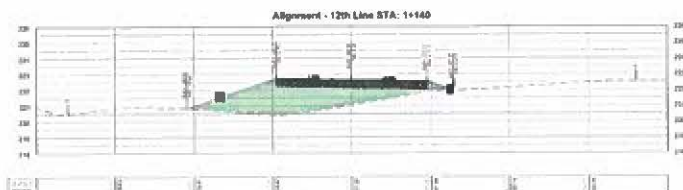
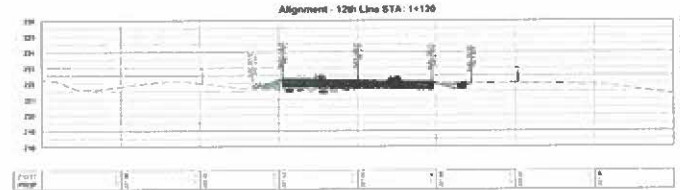
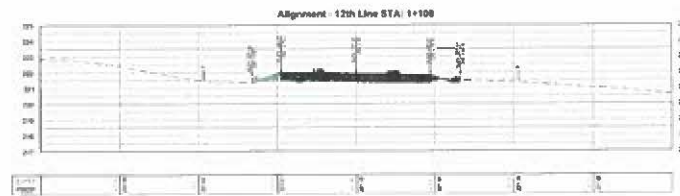
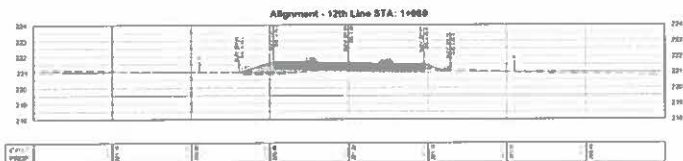
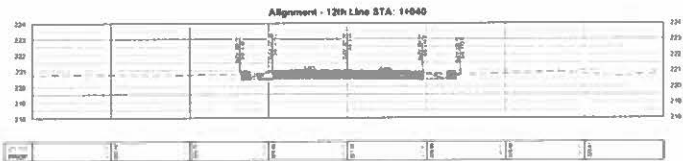
ENGAGE CONSULTING

REALIGNMENT OF DUMMER 12TH LINE

Project of (Project Name)

DETAILS

PROJECT NO: 18049
DATE: 18/04/19
SCALE: N.T.S.
SHEET NO: 7 OF 15



SURVEY
 ENGINEERING & SURVEY PROVIDED
 BY ELLIPTIC PARTNERSHIP INC. LTD

BENCHMARK
 2011 HIGHWAY 12TH LINE W. 100M+000.000 ± 14
 BENCHMARK ELEVATION SURVEY BY ELLIPTIC PARTNERSHIP INC. LTD

ELEV: XXX.XXXm

NOTES:

1	DESIGN FOR CONSTRUCTION	M	JUN 11 10
2	DESIGN FOR CONSTRUCTION REVIEW	W	JUN 14 11
3	REVISED	BY	SM



REALIGNMENT OF DUMMER 12TH LINE

12TH LINE CROSS SECTIONS STA: 1+040 - 1+160

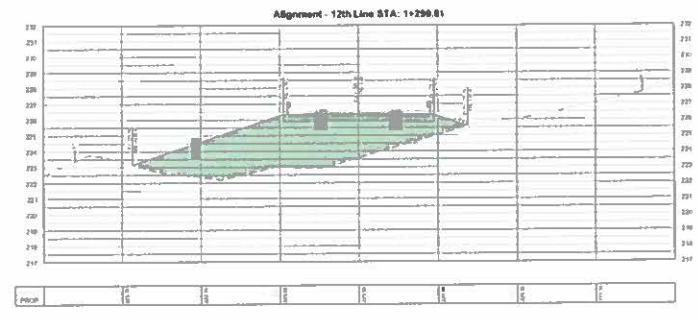
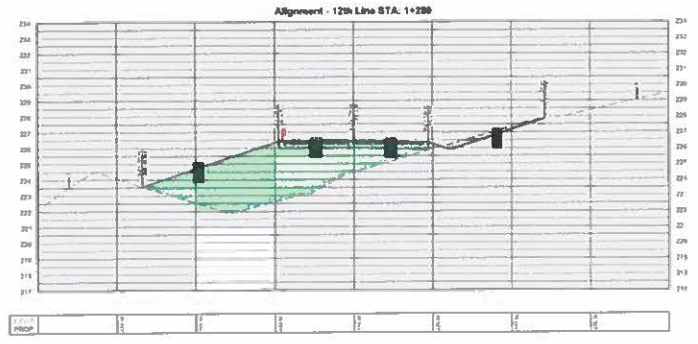
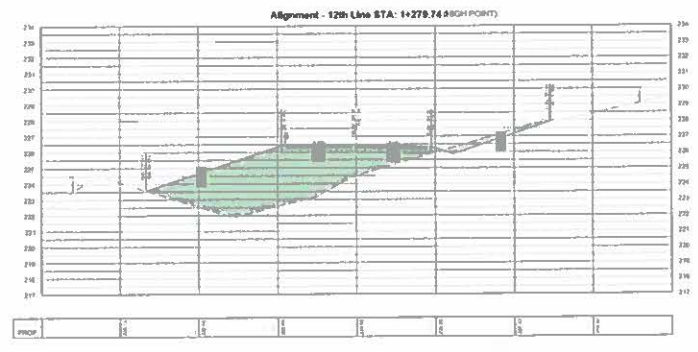
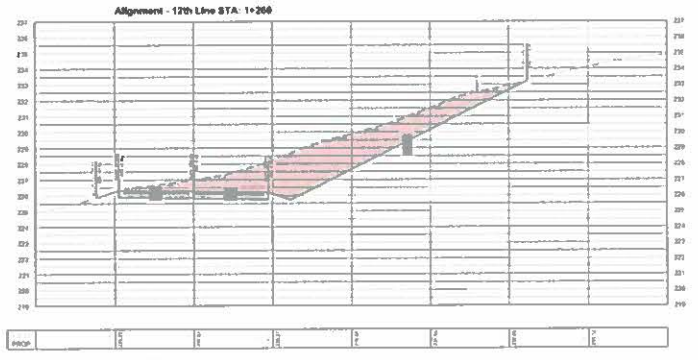
APPROVED BY: [Signature]

DATE: JUN 14 11

PROJECT NUMBER: 10049 COR

SHEET: 5 OF 15

10049-COR
 2011 JUN 14 11:14 AM
 12TH LINE CROSS SECTIONS STA: 1+040 - 1+160



SURVEY
 PROFESSIONAL SURVEY PROVIDED
 BY GUYOT & PAER, INC. (P) 2016-04-10

BENCHMARK
 12TH LINE AND 12TH LINE AT 12TH LINE CROSSING - 44
 ELEVATION: 220.000m

ELEV: XXX.XXXm

NOTES

NO.	DESCRIPTION	DATE
1	ISSUED FOR CONSTRUCTION	08/17/16
2	ISSUED FOR REVIEW	08/18/16
3	REVISION	08/18/16



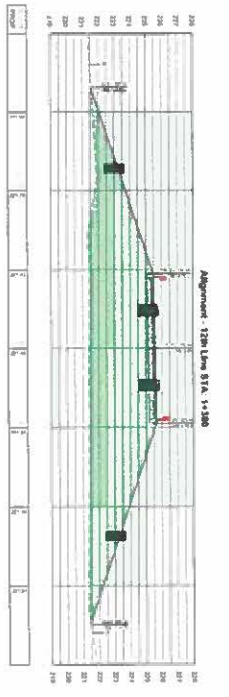
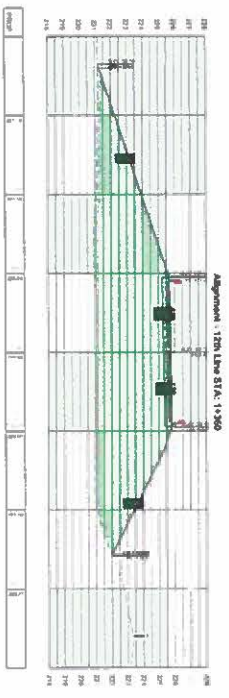
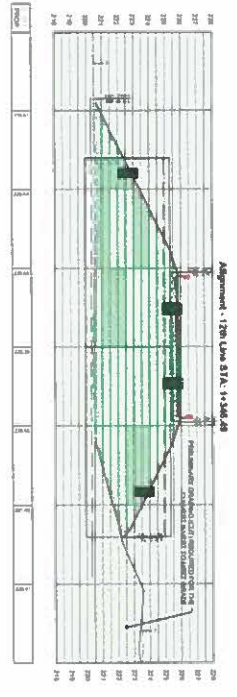
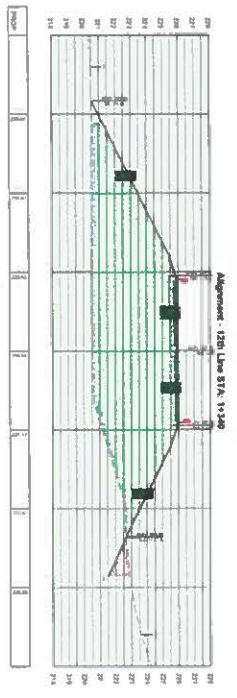
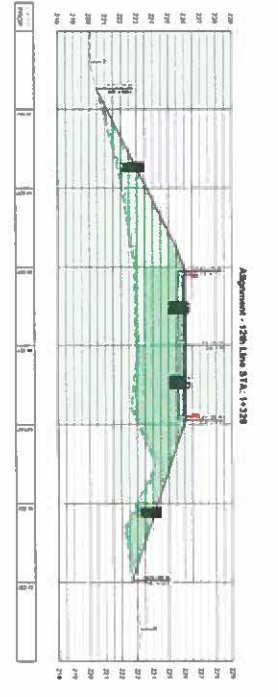
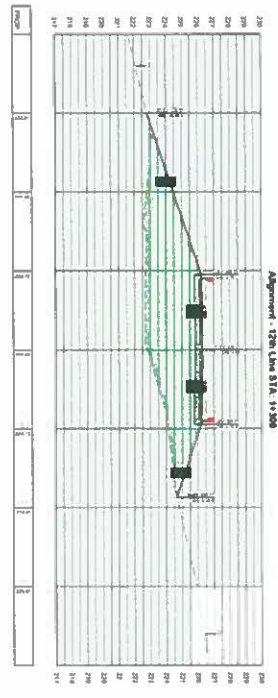
**REALIGNMENT OF
 DUMMER 12TH LINE**

12TH LINE CROSS
 SECTIONS STA: 1+260 -
 1+290.81

DATE	BY	FOR
08/17/16	W. CAMPBELL	PROJECT
08/18/16	W. CAMPBELL	PROJECT
08/18/16	W. CAMPBELL	PROJECT

PROJECT NO.	18049	DATE	10/04/16	SHEET	18 OF 15
-------------	-------	------	----------	-------	----------

18049-COR



SURVEY
 THE INFORMATION CONTAINED
 HEREIN IS BASED ON INFORMATION
 RECEIVED FROM THE
BENCHMARK
 AND THE ACCURACY OF THE DATA IS NOT GUARANTEED BY THE
 ENGINEER. THE USER SHALL BE RESPONSIBLE FOR VERIFYING THE
 DATA AND THE ACCURACY OF THE DATA IS NOT GUARANTEED BY THE
ELEV. XYZ, XYZ, XYZ

NO.	DESCRIPTION	DATE	BY	CHECKED
1	DESIGN OF 12TH LINE CROSS SECTIONS	11/05/15	XXX	XXX
2	REVISIONS			

ENGAGE
 ENGINEERING

**REALIGNMENT OF
 DUMMIE 12TH LINE**
 12TH LINE CROSS
 SECTIONS STA. 1+300 -
 1+380

PROJECT: 1804-COR
 SHEET: 11 OF 15
 DATE: 11/05/15

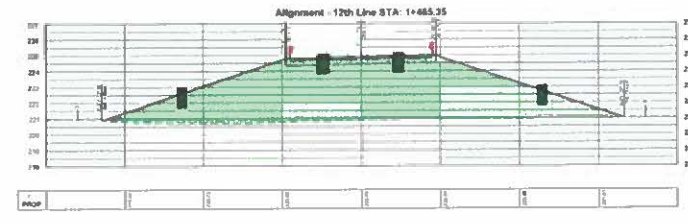
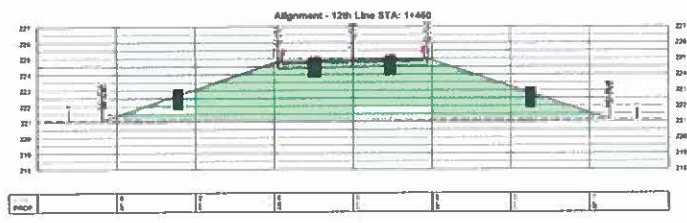
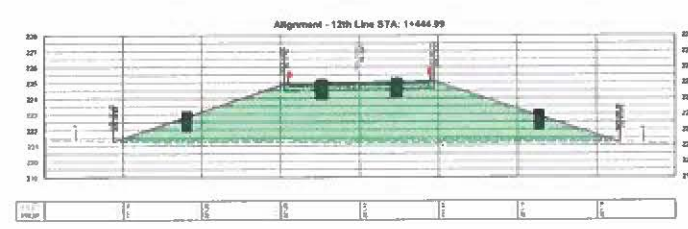
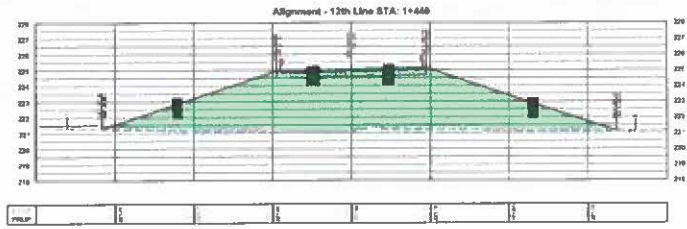
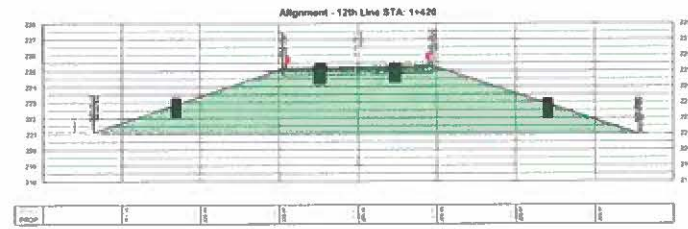
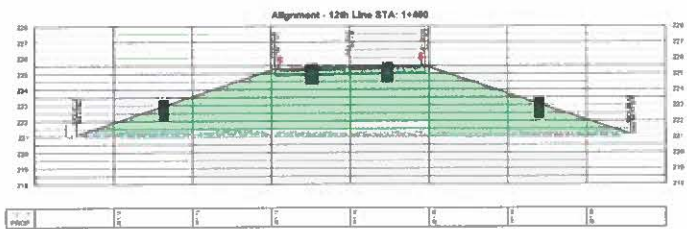


SURVEY
CONDUCTED BY: ELLIOTT & PARK ENGINEERS LTD.

BENCHMARK
ELEVATION: 210.000m
BENCH MARK: 12TH LINE CROSS SECTION STA: 1+400
ELEVATION: 210.000m

ELEV: XXX.XXXm

NOTES



1	DESIGN FOR CONSTRUCTION	10	2019-11-20
2	REVISED FOR REVIEW	11	2019-11-21
3	REVISED FOR REVIEW	12	2019-11-21



REALIGNMENT OF DUMMER 12TH LINE

12TH LINE CROSS SECTIONS STA: 1+400 - 1+465.35

DATE	2019-11-20
SCALE	1:50
PROJECT NUMBER	18049
FILE NAME	18049-COR
SHEET	12 OF 19

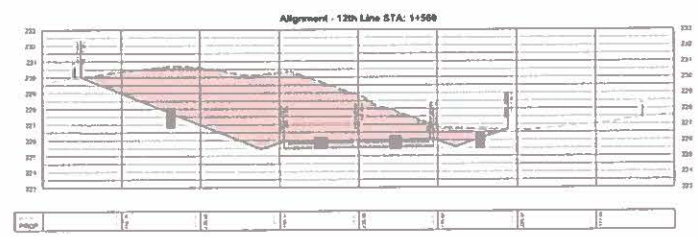
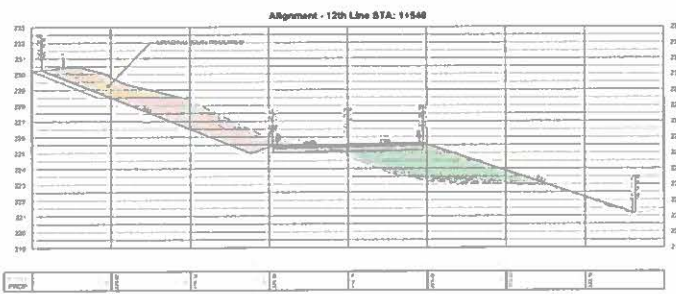
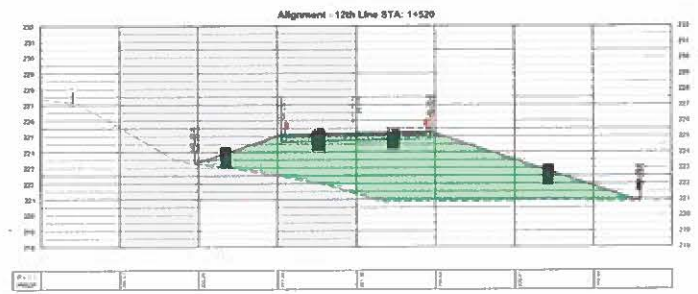
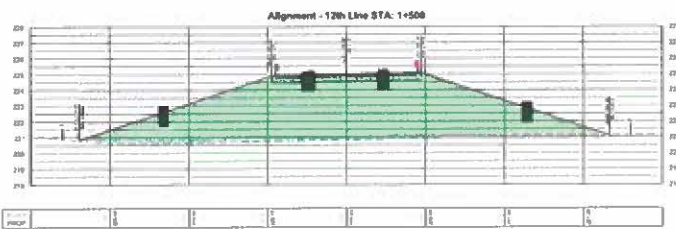
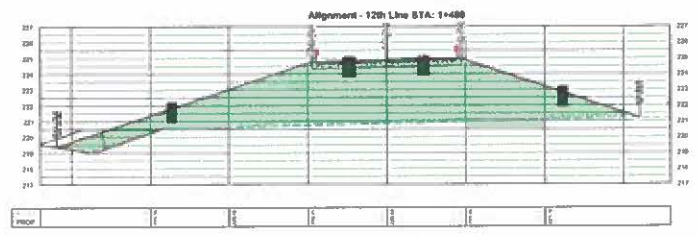
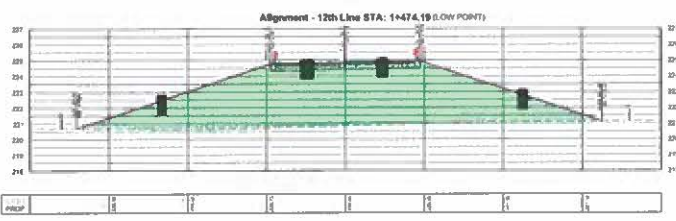


SURVEY
 CONTINUING SURVEY PROVIDED
 BY ELIOTT & PARK ARCHITECTS/ENGINEERS

BENCHMARK
 CORNER OF SECTION 12TH LINE AND 12TH STREET, CORNER OF
 SECTION 12TH LINE AND 12TH STREET, ELEVATION: 214.00

ELEV: XXX.XXXm

NOTES



NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR CONSTRUCTION	11/11/11	W
2	REVISED FOR REVIEW	11/11/11	W
3	REVISION	11/11/11	W

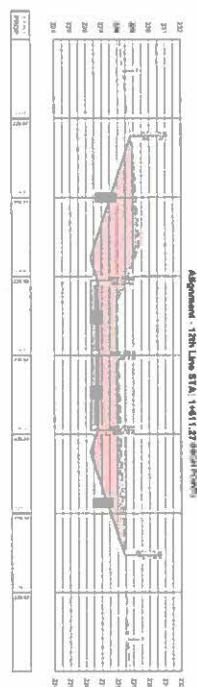
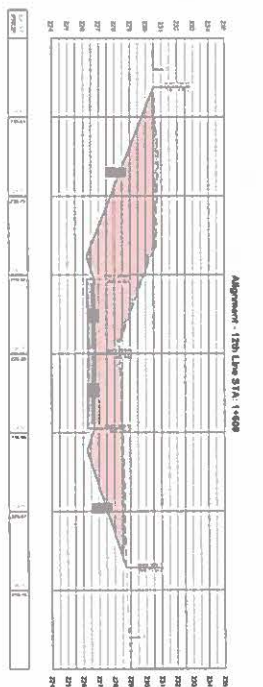
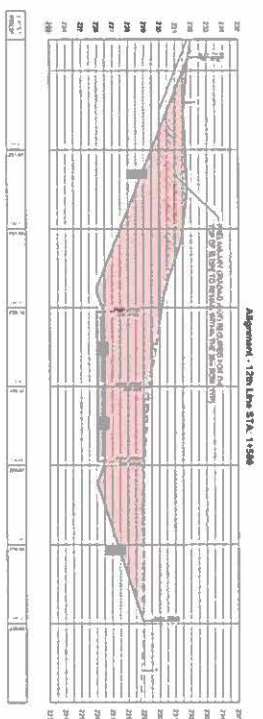
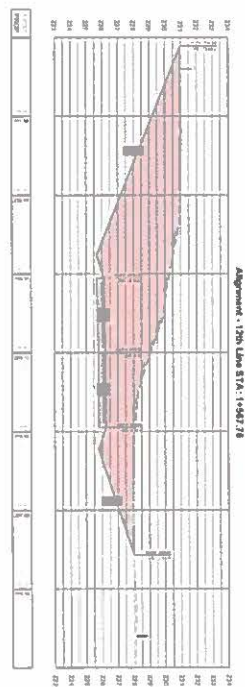
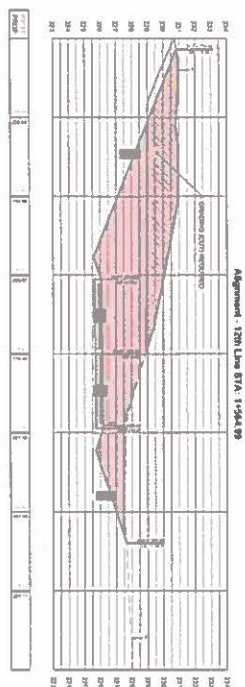


**REALIGNMENT OF
 DUMMER 12TH LINE**

SECTION 12TH LINE AND 12TH STREET
 12TH LINE CROSS
 SECTIONS STA: 1+474.19 -
 1+560

DESIGNED BY	W. GIBSON
CHECKED BY	W. GIBSON
APPROVED BY	P. HALEY
DATE	11/11/11

SCALE	1" = 10'
PROJECT NO.	19049
DATE	11/11/11
PROJECT NAME	19049-COR
SHEET NO.	13 OF 15

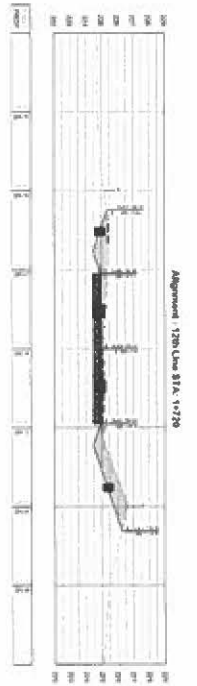
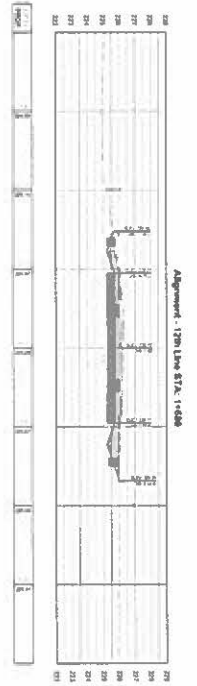
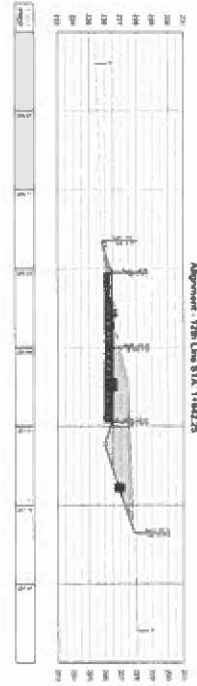
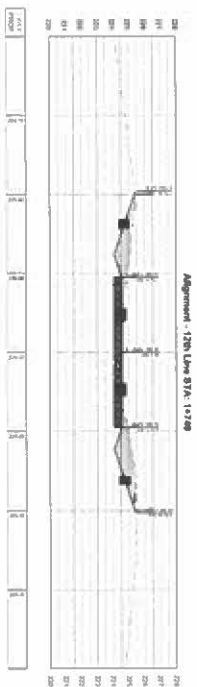
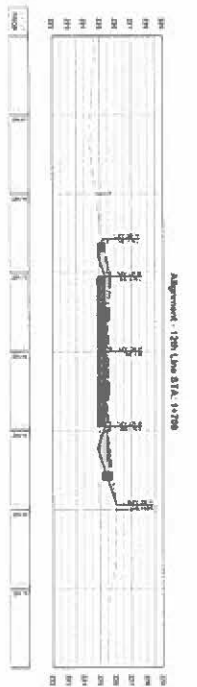
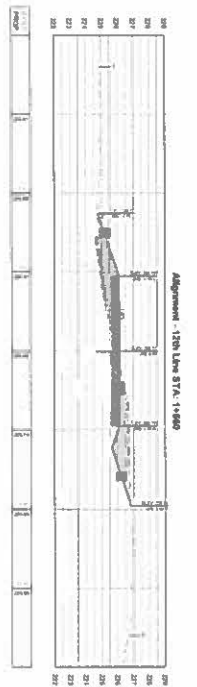
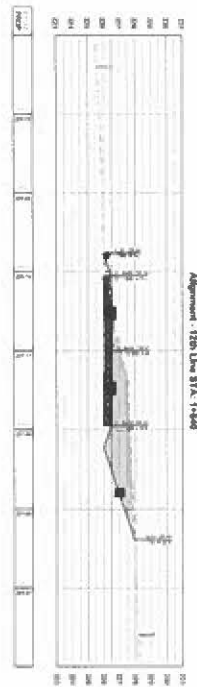


SURVEY
 1884-COR-14.05-13
 BENCHMARK
 ELEV. 303.327m

NOTES

ENGAGE
 REALIGNMENT OF
 DUMMER 12TH LINE
 Number of Stations: 14
 12TH LINE CROSS
 SECTIONS STA. 1+644.99 -
 1+650

NO. OF STATIONS	14
NO. OF CROSS SECTIONS	14
DATE	14 OF 13
SCALE	1" = 40'
PROJECT	1884-COR
DRAWING	14.05-13
DATE	04/23/2013



SURVEY
 1884-COR
 1884-COR-18
 1884-COR-18

DATE: 01/15/2019
TIME: 11:41 AM

PROJECT: 1884-COR
DRAWING: 1884-COR-18

NOTES:
 ELEV. XXX.XXXX

ENGAGE

**REALIGNMENT OF
 DUMMER 12TH LINE**

**12TH LINE CROSS
 SECTIONS STA. 14640 -
 14740**

Number of AutoCAD Layers: _____

NO.	DESCRIPTION	DATE	BY	CHECKED
1	ADDED FOR CONSTRUCTION			
2	REVISIONS FOR REVIEW			
3	REVISIONS FOR REVIEW			

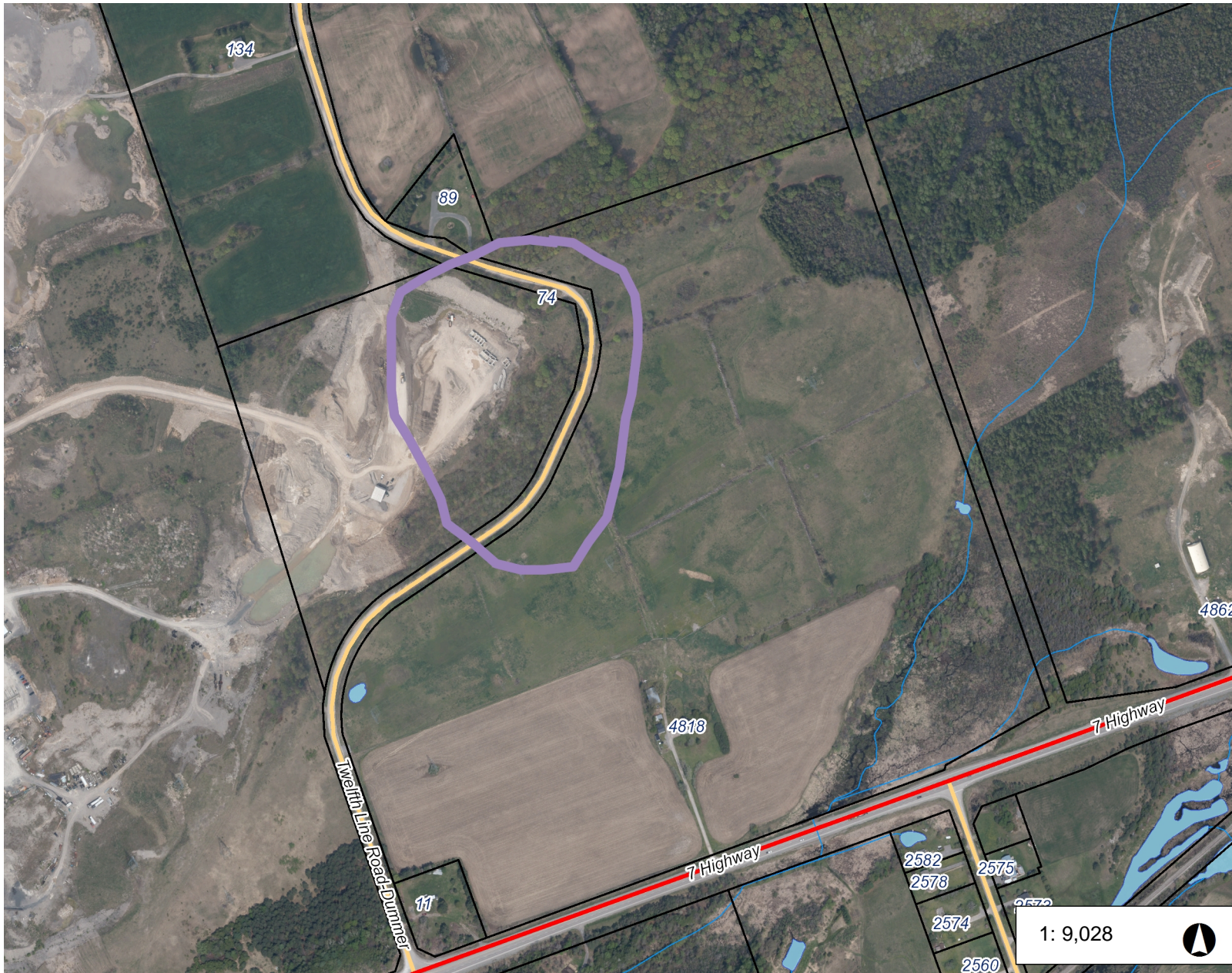
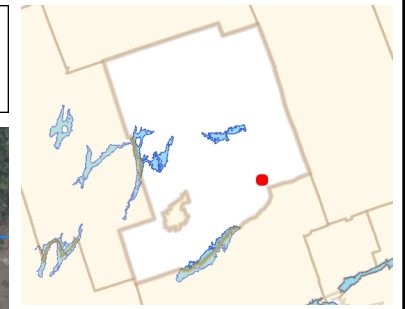
NO.	DESCRIPTION	DATE	BY	CHECKED
1	ADDED FOR CONSTRUCTION			
2	REVISIONS FOR REVIEW			
3	REVISIONS FOR REVIEW			

DATE: 01/15/2019
 TIME: 11:41 AM

PROJECT: 1884-COR
 DRAWING: 1884-COR-18



Location of Twelfth Line Road Realignment and Property Swap



Legend

- Roads < 50,000**
 - PRIV ; Private; PRIV
 - City Arterial
 - City Collector and Local
 - City Owned Unclassified
 - Provincial
 - County
 - Township
 - Water Access Only
- Outside Roads < 50,000**
 - Major Roads
 - Local Roads
- Peterborough Proposed Bypass
- First Nations
- Civic Address
- Parcel Fabric
- Parcel First Nations - Canada I
- Rivers**
 - Intermittent
 - Permanent
- Lakes - Local Scale**
- Municipal Boundary - Upper Ti**
 - <all other values>
 - COUNTY OF PETERBOROUGH

1: 9,028



458.6 0 229.31 458.6 Meters

Notes



Township of Douro-Dummer

894 South Street
PO Box 92
Warsaw ON K0L 3A0

www.dourodummer.on.ca

Administration Department

David Clifford, CMO
Chief Administrative Officer
Ph 705-652-8392 Ext. 206
F 705-652-5044
davec@dourodummer.on.ca

March 27, 2019

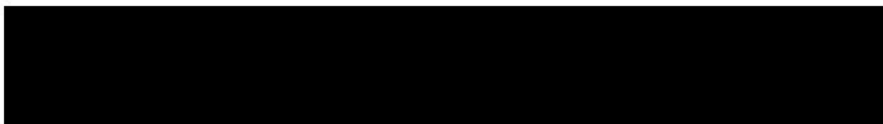
To whom may concern

Re: 12th Line of Dummer and Drain Bros Gravel Pit

The Township of Douro Dummer has made an agreement with Drain Bros Excavating to exchange land for the upgrade of the 12th line of Dummer. So new vertical and horizontal realignment to the 12th line can be accomplished by travelling over current pit property. This is a process that will require stopping up and closing the current travelled portion of the 12th line and adopting by By-law the new proposed right away and road over the pit property - which is a public process that needs to take place.

Thank you, for further inquiries please contact Township of Douro-Dummer

Sincerely,



David Clifford
C.A.O.

Minutes of the Committee of the Whole of the Township of Douro-Dummer

**December 10, 2024, 10:00 AM
Council Chambers in the Municipal Building**

Present: Mayor Heather Watson
Deputy Mayor Harold Nelson
Councillor Thomas Watt
Councillor Ray Johnston

Members Absent: Councillor Adam Vervoort

Staff Present: C.A.O. - Todd Davis
Clerk - Deputy C.A.O. - Martina Chait-Hartwig
CBO - Don Helleman
Treasurer - Paul Creamer
Manager of Public Works - Jake Condon
Manager of Recreation Facilities - Mike Mood
Fire Chief - Chuck Pedersen
Policy Intern - Nick Krizmanits

1. Call to Order

With the quorum of the Committee being present, the Chair called the meeting to order at 10:01 a.m.

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Disclosure of Pecuniary Interest:

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

4. Adoption of Agenda: December 10, 2024

Resolution Number 066-2024

Moved By: Councillor Johnston

Seconded By: Mayor Watson

That the agenda for the Committee of the Whole Meeting, dated December 10, 2024, be adopted, as circulated. Carried

5. Delegations, Petitions or Presentations:

5.1 Presentation - Municipal Property Assessment Corporation (MPAC) -
Property Assessment and Tax System Update

Resolution Number 067-2024

Moved By: Deputy Mayor Nelson

Seconded By: Mayor Watson

That the Presentation from the Municipal Property Assessment Corporation (MPAC) regarding Property Assessment and Tax System update be received with thanks. Carried

5.2 Presentation - Personal Information Bank Registry, Policy Intern - Nicholas
Krizmanits - Clerk's Office-2024-26

Resolution Number 068-2024

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That the report, December 10, 2024, regarding a Personal Information Bank Registry for the Township be received for information with thanks. Carried

6. Reports - Managers' Updates

6.1 Parks and Recreational Department Update Report - October to December 2024, Recreation Facilities-2024-08

Resolution Number 069-2024

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That staff be directed to prepare a report on the groups utilizing township facilities, the impact of the new Misikin Law Community Complex in the City of Peterborough, and any groups being turned away from the township's facilities. Carried

Resolution Number 070-2024

Moved By: Councillor Johnston

Seconded By: Mayor Watson

That the Parks and Recreational Department update report from October to December 2024, Recreation Facilities-2024-08 be received with thanks. Carried

At this time Fire Chief Chuck Pedersen joined the meeting at 10:38 a.m.

6.2 Fire Department Update Report - October to December 2024, Fire Chief-2024-10

Resolution Number 071-2024

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That Fire Department update report from October to December 2024, Fire Chief-2024-10 be received with thanks. Carried

6.3 Public Works Department Update Report - October to December 2024 -
Public Works-2024-11

Resolution Number 072-2024

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That Public Works Department update report from October to December 2024, Public Works-2024-11 be received with thanks. Carried

6.4 Building Department Update Report - October to December 2024, Building
Department-2024-18

Resolution Number 073-2024

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That Building Department update report from October to December 2024, Building Department-2024-18 be received with thanks. Carried

6.5 Planning Department Update Report - October to December 2024,
Planning-2024-30

Resolution Number 074-2024

Moved By: Councillor Johnston

Seconded By: Mayor Watson

That Planning Department update report October to December 2024, Planning-2024-30 be received with thanks. Carried

- 6.6 Finance Department Update Report - October to December 2024, Treasurer-2024-25

Resolution Number 075-2024

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That Finance Department update report from October to December 2024, Treasurer-2024-25 be received with thanks. Carried

- 6.7 Clerk's Department Update Report - October to December 2024, Clerk's Office-2024-25

Resolution Number 076-2024

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That Clerk's Department update report from October to December 2024, Clerk's Office-2024-25 be received with thanks. Carried

- 6.8 CAO's Office Update Report - October to December 2024, C.A.O.-2024-26

Resolution Number 077-2024

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That CAO's office update report from October to December 2024, C.A.O.-2024-26 be received with thanks. Carried

7. New Business to be requested for next Meeting: None

8. Adjournment

Resolution Number 078-2024

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That this meeting adjourn 12:10 p.m. Carried

Chair, Tom Watt

Clerk, Martina Chait-Hartwig

-----Original Message-----

From: Martina Chait-Hartwig
Sent: Wednesday, December 4, 2024 4:16 PM
To: Marie Howran <[REDACTED]>
Cc: Todd Davis <tdavis@dourodummer.ca>
Subject: RE: Septic Inspection Program

Hi Marie,

Yes, we are doing well, looking forward to the upcoming holidays.

Your email below will appear as correspondence on the December 17, 2024 Council meeting agenda.

Thank you and all the best,

Martina

-----Original Message-----

From: Marie Howran <[REDACTED]>
Sent: Tuesday, December 3, 2024 4:36 PM
To: Martina Chait-Hartwig <mchaithartwig@dourodummer.ca>
Cc: Todd Davis <tdavis@dourodummer.ca>
Subject: Re: Septic Inspection Program

Hello Martina

I am well thank you and hope that you are well also.

Please include this email to be accepted as correspondence, preferably in relationship to this evenings meeting item.

Thank you
Marie Howran

Sent from my iPhone

> On Dec 3, 2024, at 3:08 PM, Martina Chait-Hartwig <mchaithartwig@dourodummer.ca> wrote:
>
> Hi Marie,

>
> I hope you are doing well. Could you please let me know if you have submitted this email for inclusion on the next meeting Council agenda?

>
> Thank you and all the best,

>
> Martina

>
>
>
>
> -----Original Message-----

> From: Marie Howran <[REDACTED]>

> Sent: Tuesday, December 3, 2024 2:52 PM

> To: Marie Howran <howrans@outlook.com>; Heather Watson <hwatson@dourodummer.ca>; Marie Howran <[REDACTED]>; Harold Nelson <hnelson@dourodummer.ca>; Martina Chait-Hartwig <mchaithartwig@dourodummer.ca>; Tom Watt <tomwatt@dourodummer.ca>; Adam Vervoort <avervoort@dourodummer.ca>; Ray Johnston <rjohnston@dourodummer.ca>

> Subject: Re: Septic Inspection Program

>
>
>
> Sent from my iPhone

>
>> On Dec 3, 2024, at 2:49 PM, Marie Howran <[REDACTED]> wrote:

>>
>> Hello

>> In reading the report put forward on the above topic, I wanted to quickly weigh-in, on your responsibility to the taxpayers of this township.

>> We can all see that the higher cost of living is impacting everyone. Since taxpayers in this township have a solid record of due-diligence per your inspection records, I cannot personally see the value of your undertaking such a discretionary program. The building department of our township is already struggling to keep ahead of their regulated, non-discretionary work. Let's put our tax dollars where they matter most!!

>>
>> Terminate this unnecessary program!

>> It's not needed.

>> Taxpayers are ultimately responsible for their own septic as they have been historically. This program changes nothing!

>>
>> Yours,
>> Marie Howran
>> Douro-Dummer Taxpayer and Resident

>>
>> Sent from my iPhone

The Corporation of the Township of Douro-Dummer

By-law Number 2024-71

Being a By-law to provide for the 2024 User Fees and Charges, and to repeal 2023-62, as amended

Whereas the Municipal Act, 2001, S.O. 2011, C. 25, as amended, authorizes a municipality or local board to impose fees or charges on persons;

And whereas it is desirable to formally adopt the fees and charges presently in existence, provide for some future increases for some of the fees and charges and to formally adopt the list that will be available for public inspection;

Now therefore the Council for The Corporation of the Township of Douro-Dummer hereby enacts as follows:

1. That Schedule "A" attached hereto shall comprise the list of fees and charges that will be available for public inspection.
2. That all the fees and charges included in Schedule "A" attached hereto are hereby adopted by Council if not otherwise done so by By-law.
3. That By-law Number 2023-62, as amended is hereby repealed, in its entirety.
4. This By-law shall come into force and effect on January 1, 2025.

Passed in open Council this 17th day of December, 2024.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

2025 User Fee Schedule - Effective Jan 1, 2025

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
1.	Building - Under Separate By-law				
2.	Certificates				By-Law 2002-22
	Sale of Real Property	\$50.00	\$6.50	\$56.50	
	Certificate of Compliance				
3.	Dogs - Regulating the Running at Large of Dogs				
	No longer in place.				
4.	Dogs - Licencing and Registration				By-Law 2021-11
	Male/Female paid before April 30th	\$15.00	\$0.00	\$15.00	
	Male/Female paid after April 30th	\$20.00	\$0.00	\$20.00	
	Kennel Licences paid before April 30th	\$50.00	\$0.00	\$50.00	
	Kennel Licences paid after April 30th	\$75.00	\$0.00	\$75.00	
	Replacement Dog Licence	\$5.00	\$0.00	\$5.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
5.	Fire				
	Open Air Burning Permits				By-Law 2020-35
	Residential Burn Permit (includes campfire, burn barrel, brush fire and agricultural fire on a single property) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Agricultural Permit (for fires to support farm activities on up to 3 properties/year, requires staff assistance to obtain) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Campground, Trailer Park or Resort - renew annually, expires Dec 31st	\$50.00	\$0.00	\$50.00	
	Commercial Fire - renew annually, expires Dec 31st	\$100.00	\$0.00	\$100.00	
	Incinerator - renew annually, expires Dec 31st	\$60.00	\$0.00	\$60.00	
	Special Occurrence Fire - per occurrence	\$40.00	\$0.00	\$40.00	
<p>*The Ministry of Transportation (MTO) rates noted below are calculated per hour/per fire apparatus for the first hour; then one half the MTO rate per half hour (or part thereof)/per fire apparatus. The rate is set by the MTO and as of November 1, 2023 is \$559.86, the rate is subject to change by the MTO.</p>					
	Open Air Burning Violations				By-Law 2020-35
	Response to open air burning violations	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	
	Motor Vehicle Incidents				
	Motor vehicle incidents	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	
	Fire Response for Non-permitted Uses				
	Administrative Fee	\$ 40.00	0.00	\$40.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Technical Rescue, Hazardous Materials Control/Clean-Up				
	Boat response - Any person requiring the services of a boat response who is in contravention of any Federal or Provincial Act or Regulation or who has not exercised reasonable care in their actions, thus necessitating the use of a boat response, will be liable for costs incurred	*MTO Rate	0.00		
	Hazardous materials control/clean-up	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$40.00	0.00	\$40.00	
	False Alarms - The determination of the number of false alarms for the purposes of calculating the charges noted below will be based on the total number of false alarms in the twelve-month period immediately preceding the last false alarm.				By-Law 2020-45
	1st and 2nd false alarms	No charge	0.00		
	3rd false alarm	2x Current MTO rate	0.00		
	4th and all subsequent false alarms	3x Current MTO rate	0.00		
	Fire Inspections - By Request				
	Group homes, day care facilities, or any other industrial or commercial establishment of use requiring an inspection for licensing, renewal of licence, insurance or any such purpose	\$100.00	0.00	\$100.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Risk and Safety Management Plan Approval (RSMP)				
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Less than 5,000 USWG	\$500.00	\$0.00	\$500.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Greater than 5,000 USWG	\$1,000.00	\$0.00	\$1,000.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – existing facility annual fee (not including fees for third party or external review)	\$300.00	\$0.00	\$300.00	
	Propane exchange letter	\$150.00	\$0.00	\$150.00	
	Reports, Reviews, Searches				
	Fire reports	\$125.00	\$0.00	\$125.00	
	Fire safety plan review	\$100.00	\$0.00	\$100.00	
	Fire safety plan review	\$75.00	\$0.00	\$75.00	
	File search, letter of compliance	\$60.00	\$0.00	\$60.00	

Any fee or charge, including finance penalty charges, imposed upon the owner of property in the Township is a lien and charge upon the property of the owner to which the fee or charge relates. If the fee or any part thereof remains unpaid 60 days after the due date, the total amount unpaid will be forwarded to Finance to be collected as per the Accounts Receivable Collection Policy or to be added to the tax roll and collected in the same manner as municipal taxes as per the Property Tax Collection Policy (CM 2018)

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
6.	Licences				
	Mobile Canteens				By-Law 2016-45
	Chip Trucks & Fast Food Vehicle	\$400.00	\$0.00	\$400.00	
	Hot Dog Carts	\$250.00	\$0.00	\$250.00	
	Ice Cream Carts	\$300.00	\$0.00	\$300.00	
	Special Events - Per Day	\$100.00	\$0.00	\$100.00	
	Parade, Festival, Public Entertainment Licences - per day	\$400.00	\$0.00	\$400.00	By-Law 2001-72
	Lottery Licence issuing Fee				By-Law 2002-36
	Civil Mariage Services				By-Law 2023-08
	Marriage Licence - Payable to the Township	\$130.00	\$0.00	\$130.00	
	Civil Ceremony (Regular Business Hours) - Payable to the Township	\$350.00	\$0.00	\$350.00	
	Civil Ceremony (Outside of Regular Business Hours) - \$100.00 payable to the Municipality and \$250 payable to the Officiant	\$350.00	\$0.00	\$350.00	
	Rehearsal (if requested) - Payable to the Officiant	\$50.00	\$0.00	\$50.00	
	Mileage Rate (outside of Township of Douro-Dummer boundaries only)	As set by the Municipality	\$0.00		

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Sign Permit Fees				By-Law 2023-50 Schedule A
	Ground Sign (inclusive of Billboard or Developer's Signs)	\$225.00	\$0.00	\$225.00	
	Awning or Fascia Sign	\$225.00	\$0.00	\$225.00	
	Readograph and Electronic Message Displays	\$225.00	\$0.00	\$225.00	
	Sign - not defined	\$225.00	\$0.00	\$225.00	
	All Other Signs	exempt			
	Variance Application Fee	\$200.00	\$0.00	\$200.00	
	Set Fine Schedule for Sign Permits				By-Law 2023-50 Schedule B
	Erection of sign without permit	\$450.00	\$0.00	\$450.00	
	Sign not in compliance with By-Law	\$450.00	\$0.00	\$450.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
7.	Line Fences				
	Line Fences Act				
	Remuneration for fence-viewers	\$80 flat rate plus applicable mileage rate			
	Staff time -Administration Fees	\$250.00 flat rate			
8.	Livestock Investigators				
	Livestock Investigators Remuneration	\$50.00 per inspection plus mileage			Res. # 294-2008

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
9.	Municipal Hall Rental				By-law 2014-62
					fees increase 3% annually as of January 1st
	Full Day Rental (Mon-Fri)*	\$163.91	\$21.31	\$185.22	This includes opening and closing and the use of tables and chairs. This includes use of the institute room and kitchen.
	Full Day Rental (Sat-Sun-Stat)*	\$180.30	\$23.44	\$203.74	This includes opening and closing and the use of tables and chairs. This includes use of the institute room
	1/2 Day Rental (4 hours)*	\$98.35	\$12.78	\$111.13	
	Hourly	\$30.05	\$3.91	\$33.96	
	Service Groups & Seniors (3 hours or less)	\$10.93	\$1.42	\$12.35	
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.54	
	Coffee Urn	\$10.93	\$1.42	\$12.35	Rented on own.
	Chafing Dishes	\$13.86	\$1.80	\$15.66	Each, Rented on own. NOTE: Renter to Supply Fuel
	* A \$50.00 cleaning deposit is required and will be returned upon inspection after use.				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
10	Municipal Office				
10.1	Finance Department				Resolution 418-2016
	Credit Card Fees (excludes facility rentals)	2.50%		2.50%	Report Treasurer-2023-13 resolution 181-2023
	Payment Receipt Reprint - Copy of receipt for payment on property tax account	\$10.00	\$0.00	\$10.00	
	Refund of Overpayment - Refund of credit balance to property owner when a duplicate payment is made in error	\$20.00	\$0.00	\$20.00	
	Statement of Account - Statement detailing payments and taxes levied, and outstanding balance	\$10.00	\$0.00	\$10.00	
	Transfer Credit Balance - To transfer payment(s) misallocated by customer or customer representative (i.e.. Bank) from one tax roll to another	\$20.00	\$0.00	\$20.00	
	Ownership Change	\$20.00	\$0.00	\$20.00	
	Commissioning of Documents - Does not include internal Planning Documents	\$10.00	\$0.00	\$10.00	
	NSF Cheques - Handling fee charged when cheque is returned as not negotiable	\$30.00	\$0.00	\$30.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
10.2	Miscellaneous		HST	Total	
	Blue Boxes	\$6.19	\$0.81	\$7.00	
	Kitchen Composters	\$5.00	\$0.65	\$5.65	
	Kitchen Composters - replacement filters	\$5.00	\$0.65	\$5.65	
	Administration Fees - Staff time per hour (labour cost to search for historical records, find items in long term storage, other requests outside of normal service levels)	\$60.00	\$7.80	\$67.80	
	Dummer Book	\$26.19	\$3.40	\$29.59	Point of Sale Rebate
	Douro Book	\$19.05	\$2.48	\$21.53	Point of Sale Rebate
	Douro Book to Retailers	\$15.24	\$1.98	\$17.22	Point of Sale Rebate
	Dummer Book to Retailers	\$20.93	\$2.72	\$23.65	Point of Sale Rebate
	Log Barn Book	\$30.00	\$0.00	\$30.00	
	911 Signs	\$100.00	\$13.00	\$113.00	
	County Water Bottles	\$4.43	\$0.58	\$5.01	
	Composter	\$45.53	\$5.92	\$51.45	
	Digester	\$72.45	\$9.42	\$81.87	
	Telecommunications Tower Application	\$1,200.00	\$0.00	\$1,200.00	Policy D-4
	Telecommunications Tower Modification Application	\$600.00	\$0.00	\$600.00	Policy D-4
10.3	Township Items				
	Township Water Bottles	\$16.02	\$2.08	\$18.10	
	Township Mugs	\$11.50	\$1.50	\$13.00	
	Township Pens	\$1.50	\$0.20	\$1.70	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
11.	Photocopies/Faxing				
	Photocopying and Report Charges				
	Two sided copying & printing will be charged per copy cost				
	Copies for all documents:				
	8.5 x11 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5 x11 Colour per copy	\$0.50	\$0.07	\$0.57	
	8.5x14 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5X14 Colour per copy	\$0.65	\$0.08	\$0.73	
	11x17 Black & White per copy	\$0.40	\$0.05	\$0.45	
	11X17 Colour per copy	\$1.15	\$0.15	\$1.30	
	Copies - Projects more than 100 copies				
	8.5 x11 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5 x11 Colour per copy	\$0.45	\$0.06	\$0.51	
	8.5x14 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	11x17 Black & White per copy	\$0.35	\$0.05	\$0.40	
	11X17 Colour per copy	\$1.10	\$0.14	\$1.24	
	Copies for documents for local community groups/local non-profit groups and local sports orgs.*				
	8.5 x11 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5 x11 Colour per copy	\$0.45	\$0.06	\$0.51	
	8.5x14 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	11x17 Black & White per copy	\$0.35	\$0.05	\$0.40	
	11X17 Colour per copy	\$1.10	\$0.14	\$1.24	
	Copies - Documents for Township Staff & Council				
	8.5 x11 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5 x11 Colour per copy	\$0.25	\$0.03	\$0.28	
	8.5x14 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5X14 Colour per copy	\$0.40	\$0.05	\$0.45	
	11x17 Black & White per copy	\$0.25	\$0.03	\$0.28	
	11X17 Colour per copy	\$0.60	\$0.08	\$0.68	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
Copies for documents for Municipal Depts., Boards and Committees for quantities over 25					
	8.5 x11 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5 x11 Colour per copy	\$0.30	\$0.04	\$0.34	
	8.5x14 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5X14 Colour per copy	\$0.45	\$0.06	\$0.51	
	11x17 Black & White per copy	\$0.30	\$0.04	\$0.34	
	11X17 Colour per copy	\$0.65	\$0.08	\$0.73	
Computer Generated Printing Material					
	8.5 x11 Black & White per copy	\$0.40	\$0.05	\$0.45	
	8.5 x11 Colour per copy	\$0.55	\$0.07	\$0.62	
	8.5x14 Black & White per copy	\$0.40	\$0.05	\$0.45	
	8.5X14 Colour per copy	\$0.65	\$0.08	\$0.73	
Faxing					
	Fax Charges - sending - per page	\$2.55	\$0.33	\$2.88	
	Fax Charges - sending (greater than 6 pages) - per page	\$2.05	\$0.27	\$2.32	
	Fax Charges - receiving - per page	\$1.55	\$0.20	\$1.75	
	Fax Charges - receiving (greater than 6 pages) - per page	\$1.30	\$0.17	\$1.47	
	Certified copies of minutes & by-laws - per page	\$3.00	\$0.39	\$3.39	
	Request to Certify Document as True Copy - cost per document	\$10.00	\$1.30	\$11.30	
*Local Community groups/local non-profit groups and local sporting organizations may include: U.C.W., Institute, church related organizations, churches, Cubs, Scouts, Brownies, Guides, Lions Club, Minor Hockey, Minor Ball, Figure Skating, Kiddie Kapers, Day Care Camp and Out Reach Programs or as determined by staff					
** One copy of all minutes will be provided to ratepayers at no charge. Additional copies will be at the above rates.					

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
12	Planning/Development				
12.1	Planning Application fees and deposits				By-law 2016-56
	Pre-consultation	\$225.00	\$0.00	\$225.00	To reflect actual time spent completing reviews.
	Severance Review	\$335.00	\$0.00	\$335.00	
	Minor Variance Application - Effective January 1, 2020	\$1,610.00	\$0.00	\$1,610.00	
	Amended Minor Variance Application - prior to circulation - Effective January 1, 2020	\$225.00	\$0.00	\$225.00	
	Amended Minor Variance Application - after circulation - Effective January 1, 2020	\$1,120.00	\$0.00	\$1,120.00	
	Zoning By-law Amendment - Effective January 1, 2020	\$1,685.00	\$0.00	\$1,685.00	
	Amended Zoning Amendment Application - prior to circulation - Effective January 1, 2020	\$225.00	\$0.00	\$225.00	
	Amended Zoning Amendment Application - after circulation - Effective January 1, 2020	\$1,120.00	\$0.00	\$1,120.00	
	Removal of Holding Provision - Effective January 1, 2020	\$765.00	\$0.00	\$765.00	
	Deeming By-law	\$560.00			
	Site Plan Approval - Minor	\$2,800.00	\$0.00	\$2,800.00	
	Site Plan Approval - Major	\$4,500.00	\$0.00	\$4,500.00	
	Minor Amendment to Existing Site Plan	\$1,125.00	\$0.00	\$1,125.00	
	Minimum Deposit for any Site Plan Application	\$5,600.00	\$0.00	\$5,600.00	
	Plan of Subdivision - Effective January 1, 2020	\$11,780.00	\$0.00	\$11,780.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Subdivision Deposit	\$25,500.00	\$0.00	\$25,500.00	
	Subdivision Agreement Fees	\$1,120.00	\$0.00	\$1,120.00	
	Advertising Fee (newspaper)	actual cost of advertising * If deemed necessary			
	Special Meeting Fee - Effective January 1, 2020	\$775.00	\$0.00	\$775.00	
	Predevelopment Agreement for major applications	\$1030 + \$5890 deposit			
*The rates shall be increased in 2019 and going forward each year based on either the Consumer Price Index or the Cost of Living Index, whichever is higher in the given year. The rates shall increase January 1 of each year.					
12.2	Planning Miscellaneous				
	Cash-in-lieu of Parkland	\$1,250.00	\$0.00	\$1,250.00	
	Signing of Merger Agreement Fee**	\$300.00	\$0.00	\$300.00	
	Encroachment Agreement	\$500 + \$ 600 Deposit			
	Minor Amendment to Existing Encroachment Agreement	\$500.00	\$0.00	\$500.00	
	Demolition Agreement	\$500 + \$5500 deposit			
	Extend Existing Demolition Agreement	\$200.00	\$0.00	\$200.00	
	Mitigation Measures Agreement**	\$300.00	\$0.00	\$300.00	
	Enivornmental Impact Assessment Peer Reviews	Cost Recovery from third party			
**Only required if the agreement is not associated with a planning application					

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
12.3	Renewable Energy Projects				Policy No. D-3
	Small Scale Ground Mount Solar Project	\$2,000.00	\$0.00	\$2,000.00	
	Large Scale Industrial Facility Project	\$3,500.00	\$0.00	\$3,500.00	
	Resubmission with changes	\$850.00	\$0.00	\$850.00	
12.4	Planning Documents				
	Copy of Official Plan &/or Zoning By-law	Cost of Printing			
12.5	Property Information Requests (lawyers, real estate agents)				Resolution 418-2016
	Tax Certificate	\$40.00	\$0.00	\$40.00	
	Work Order Information	\$40.00	\$0.00	\$40.00	
	Zoning Information/Compliance	\$40.00	\$0.00	\$40.00	
	Building Permit Compliance	\$40.00	\$0.00	\$40.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
13.	Public Works - Roads		HST	Total	
13.1	Entrance Permit				Policy No. T-1
	Application Fee (Township to install Entrance)	\$125.00	\$16.25	\$141.25	
	Application Fee (Owner to install Entrance)	\$250.00	\$32.50	\$282.50	\$1000.00 deposit required
	No Culvert Required				
	Culvert Required	Cost shall be based on the current year pricing of materials required, labour wages and machine time			
13.2	Parking Infractions				2014-25
	No Stopping Infractions	\$30.00	\$0.00	\$30.00	(Amended by: 2014-57, 2015-54, 2015-55)

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
14.	Public Works - Transfer Station				
	Tipping Fees				By-Law 2008-39
	Waste weighing less than 30 lbs. (13.6 kgs.)	\$3.00	Excise Tax Act S. 20 Pt. 6 Sch. 5	\$3.00	(amended 2009-55, 2014-29, 2017-04)
	Waste weighing more than 30 lbs. (13.6 kgs.) - per tonne	\$150.00		\$150.00	
	Propane Tanks (weighing 20 lbs. or less) each	Free		Free	
	Propane Tanks (weighing more than 20 lbs.) each	Free		Free	
	Appliances containing Freon surcharge plus per tonne rate	\$27.00		\$27.00	
	Replacement Landfill Cards	\$25.00		\$25.00	
	Box Springs	\$25.00 each		\$25.00 each	
	Bag Tags (each)	\$3.00		\$3.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.	Parks and Recreation				
	*Note: A 1.25% per month late payment penalty fee applies to Section 15				
15.1	Advertising at Arenas & Parks		HST	Total	
	Advertising Options				
	Ice Resurfacers (per side)	\$500.00	\$65.00	\$565.00	
	Wall Mounted (4'x8' Sheet)	\$250.00	\$32.50	\$282.50	
	Board Mounted (38"x8' Kit)	\$250.00	\$32.50	\$282.50	
	In Ice logo (per logo)	\$500.00	\$65.00	\$565.00	
	Viewing Lobby (11/2' x 3')	\$175.00	\$22.75	\$197.75	
	South Ball Diamond (4'x8' Sheet)	\$150.00	\$19.50	\$169.50	
	Sponsorship Options				
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	Advertising & Sponsorship Packages				
	Platinum (15% discount)	\$1,414.04	\$183.83	\$1,597.87	
	Gold (10% discount)	\$1,047.22	\$136.14	\$1,183.36	
	Silver (5% discount)	\$908.95	\$118.16	\$1,027.11	
	Bronze	\$663.58	\$86.27	\$749.85	
	Starter	\$456.79	\$59.38	\$516.17	
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	Parking Lot Rentals				
	Douro - Full Lot (Daily)	\$310.00	\$40.30	\$350.30	
	Douro - Half Lot (Daily)	\$155.00	\$20.15	\$175.15	
	Warsaw - Full Lot (Daily)	\$155.00	\$20.15	\$175.15	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.2	Arena-Douro		HST	Total	fees increase 3% annually
	Douro Arena - Harvest Room				
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Full Day Rental (Mon - Fri)	\$163.91	\$21.31	\$185.22	
	Full Day Rental (Sat, Sun, Stat)	\$180.30	\$23.44	\$203.74	
	Douro Seniors Club (3 hours or less)	\$10.93	\$1.42	\$12.35	
	Douro Minor Hockey (3 hours or less)	\$30.06	\$3.91	\$33.96	
	Douro Community Centre - Wellington Room				
	Day Rental (Off Peak Sunday - Thursday)	\$300.50	\$39.06	\$339.56	
	Day Rental (Peak Friday, Saturday and Stat Holidays)	\$480.80	\$62.50	\$543.30	
	1/2 Day Rental (4 hours or less)	\$150.25	\$19.53	\$169.78	
	Hourly Rental	\$54.09	\$7.03	\$61.12	
	Bar	\$60.10	\$7.81	\$67.91	
	Kitchen Rental (Catering/Use of Appliances)	\$90.15	\$11.72	\$101.87	
	Extra's				
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.55	
	Coffee Urn	\$10.93	\$1.42	\$12.35	
	Chafing Dishes	\$13.86	\$1.80	\$15.66	
	Custom Announcement on Arena Roadside Sign	\$26.52	\$3.45	\$29.97	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food *Prices for catering range from the choice of lunch/dinner provided *Facility subsidy Requests can be made under the Policy				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Douro Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan- Aug)				fees increase 3% annually as of Septmber 1st
	Prime Time	\$185.76	\$24.15	\$209.91	
	Non-Prime Time	\$98.35	\$12.78	\$111.13	
	Hourly Local Youth Sport	\$147.52	\$19.18	\$166.70	
	Hourly Outside Youth Sport	\$158.45	\$20.60	\$179.04	
	Hourly Non-Prime Time *Mon-Fri 7:00 am -	\$76.49	\$9.94	\$86.43	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Douro Arena Floor Surface				
	Adult Sport Hourly Rental	\$72.12	\$9.38	\$81.50	
	Youth Sport Hourly Rental	\$60.10	\$7.81	\$67.91	
	1/2 Day Event Rental	\$360.60	\$46.88	\$407.48	
	Day Event Rental	\$721.20	\$93.76	\$814.96	
	2 Day Event Rental	\$1,202.00	\$156.26	\$1,358.26	
	Douro - Rec Centre		HST	Total	
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Full Day Rental	\$163.91	\$21.31	\$185.22	
	Service Groups & Seniors (3 hours or less)	\$10.93	\$1.42	\$12.35	
15.3	Arena-Warsaw		HST	Total	fees increase 3% annually as of September 1st
	Warsaw Arena - Upstairs Room				
	Hourly Rental	\$30.05	\$3.91	\$33.96	
	1/2 Day Rental (4 hours or less)	\$98.35	\$12.78	\$111.13	
	Day Rental (Monday - Friday)	\$163.91	\$21.31	\$185.22	
	Weekend or Stat Day Rental (Saturday, Sunday, Stat)	\$180.30	\$23.44	\$203.74	
	Bar Requested	\$60.10	\$7.81	\$67.91	
	Douro Minor Hockey (3 hours or less)	\$30.06	\$3.91	\$33.96	
	Extra's				
	Settings - per setting (dishes, cutlery)	\$5.79	\$0.75	\$6.55	
	Coffee Urn	\$10.93	\$1.42	\$12.35	
	Chafing Dishes	\$13.86	\$1.80	\$15.66	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food				

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
Warsaw Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan-Aug)					
	Prime Time	\$163.91	\$21.31	\$185.22	
	Non-Prime Time (1 or 2 hours)	\$87.42	\$11.36	\$98.78	
	Hourly Local Youth Sport	\$125.66	\$16.34	\$142.00	
	Hourly Outside Youth Sport	\$136.59	\$17.76	\$154.35	
	Hourly Non-Prime Time *Mon-Fri 7:00 a.m. - 5:00 p.m. (3 or more hours)	\$76.49	\$9.94	\$86.43	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	
Warsaw Arena Floor Surface					
	Adult Sport Hourly Rental	\$72.12	\$9.38	\$81.50	
	Youth Sport Hourly Rental	\$60.10	\$7.81	\$67.91	
	1/2 Day Event Rental	\$360.60	\$46.88	\$407.48	
	Day Event Rental	\$721.20	\$93.76	\$814.96	
	2 Day Event Rental	\$1,202.00	\$156.26	\$1,358.26	
15.4	Parks		HST	Total	Fees increase 3% annually as of January 1st
Park Rental Rates					
	Adult Sports Field - per hour	\$31.83	\$4.14	\$35.96	
	Youth Sports Field - per hour	\$10.61	\$1.38	\$11.99	
	Youth Sports Field - per hour with Lights	\$18.04	\$2.34	\$20.38	
	Ball Diamond with Lights (hourly)	\$53.05	\$6.90	\$59.94	
	Day Tournaments - Douro Park - Includes Lining	\$175.05	\$22.76	\$197.80	
	Picnic Area/Park Rental - 20-50 People (Daily)	\$37.13	\$4.83	\$41.96	
	Picnic Area/Park Rental - 51-100 People (Daily)	\$74.26	\$9.65	\$83.92	
	Picnic Area/Park Rental - 101+ People (Daily)	\$159.14	\$20.69	\$179.82	
	Major Event - for Profit Organization (Daily)	\$530.45	\$68.96	\$599.41	
	Farmers Market (Daily)	\$53.05	\$6.90	\$59.94	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Tennis/Pickleball Court Rental - per hour	\$31.83	\$4.14	\$35.96	
	Concession at South Park (Daily)	\$87.52	\$11.38	\$98.90	
	Signage at Parks (ie. Roadside event signage at parks)	\$26.52	\$3.45	\$29.97	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
15.5	Surcharge for Liability Insurance		HST	Total	
	Auctions, Banquets, Bingo, Cards, Celebrations, Craft Shows, Dances				
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$1.25	\$0.16	\$1.42	
	Non - Alcohol Hourly Rate Event - 51 to 100 people	\$2.51	\$0.33	\$2.83	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$5.02	\$0.65	\$5.67	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$10.03	\$1.30	\$11.34	
	Non - Alcohol Hourly Rate Event - 201 to 250 people	\$12.54	\$1.63	\$14.17	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$15.05	\$1.96	\$17.00	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$18.81	\$2.45	\$21.26	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$12.54	\$1.63	\$14.17	
	Non - Alcohol Day Rate Event - 51 to 100 people	\$18.81	\$2.45	\$21.26	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$25.08	\$3.26	\$28.34	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$31.35	\$4.08	\$35.43	
	Non - Alcohol Day Rate Event - 201 to 250 people	\$37.62	\$4.89	\$42.51	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$43.89	\$5.71	\$49.60	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$50.16	\$6.52	\$56.68	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Alcohol Hourly Rate Event - 0 to 50 people	\$12.54	\$1.63	\$14.17	
	Alcohol Hourly Rate Event - 51 to 100 people	\$15.05	\$1.96	\$17.00	
	Alcohol Hourly Rate Event - 101 to 150 people	\$17.56	\$2.28	\$19.84	
	Alcohol Hourly Rate Event - 151 to 200 people	\$20.06	\$2.61	\$22.67	
	Alcohol Hourly Rate Event - 201 to 250 people	\$22.57	\$2.93	\$25.51	
	Alcohol Hourly Rate Event - 251 to 350 people	\$25.08	\$3.26	\$28.34	
	Alcohol Hourly Rate Event - 351 to 500 people	\$31.35	\$4.08	\$35.43	
	Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Alcohol Day Rate Event - 0 to 50 people	\$62.70	\$8.15	\$70.85	
	Alcohol Day Rate Event - 51 to 100 people	\$75.24	\$9.78	\$85.02	
	Alcohol Day Rate Event - 101 to 150 people	\$87.78	\$11.41	\$99.19	
	Alcohol Day Rate Event - 151 to 200 people	\$100.32	\$13.04	\$113.36	
	Alcohol Day Rate Event - 201 to 250 people	\$112.86	\$14.67	\$127.53	
	Alcohol Day Rate Event - 251 to 350 people	\$125.40	\$16.30	\$141.70	
	Alcohol Day Rate Event - 351 to 500 people	\$137.94	\$17.93	\$155.87	
	Alcohol Day Rate Event - 500+ people	Refer to Marsh			
	Picnics				
	Non - Alcohol Day Rate Event - up to 250 people	\$2.85	\$0.37	\$3.22	

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Meetings, Seminars, Speakers, Workshops, Classroom Instruction				
	Non-Alcohol Event Flat Rate - 1 to 100 people	\$1.88	\$0.24	\$2.13	
	Non-Alcohol Event Flat Rate - 101 to 250 people	\$3.14	\$0.41	\$3.54	
	Non-Alcohol Event Flat Rate - 250 to 500 people	\$6.59	\$0.86	\$7.45	
	Non-Alcohol Event Flat Rate - 500+	Refer to Marsh			
	Sports Events or Activities				
	Low Risk Programs - Hourly Rate - 0 to 25 people	\$0.95	\$0.12	\$1.07	
	Low Risk Programs - Hourly Rate - 26 to 50 people	\$1.88	\$0.24	\$2.13	
	Low Risk Programs - Hourly Rate - 51 to 100 people	\$2.51	\$0.33	\$2.83	
	Low Risk Programs - Hourly Rate - 101 to 250 people	\$3.14	\$0.41	\$3.54	
	Low Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Low Risk Programs - Daily Rate - 0 to 25 people	\$25.08	\$3.26	\$28.34	
	Low Risk Programs - Daily Rate - 26 to 50 people	\$31.35	\$4.08	\$35.43	
	Low Risk Programs - Daily Rate - 51 to 100 people	\$56.43	\$7.34	\$63.77	
	Low Risk Programs - Daily Rate - 101 to 250 people	\$94.05	\$12.23	\$106.28	
	Low Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Low Risk Programs - Per Season - 0 to 25 people	\$125.40	\$16.30	\$141.70	
	Low Risk Programs - Per Season - 26 to 50 people	\$156.75	\$20.38	\$177.13	
	Low Risk Programs - Per Season - 51 to 100 people	\$188.10	\$24.45	\$212.55	
	Low Risk Programs - Per Season - 101 to 250 people	\$219.45	\$28.53	\$247.98	
	Low Risk Programs - Per Season - 250+ people	Refer to Marsh			
	Medium Risk Programs - Hourly Rate - 0 to 25 people	\$1.88	\$0.24	\$2.13	
	Medium Risk Programs - Hourly Rate - 26 to 50 people	\$3.76	\$0.49	\$4.25	
	Medium Risk Programs - Hourly Rate - 51 to 100 people	\$6.27	\$0.82	\$7.09	
	Medium Risk Programs - Hourly Rate - 101 to 250 people	\$10.03	\$1.30	\$11.34	
	Medium Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Medium Risk Programs - Daily Rate - 0 to 25 people	\$45.60	\$5.93	\$51.53	
	Medium Risk Programs - Daily Rate - 26 to 50 people	\$51.30	\$6.67	\$57.97	
	Medium Risk Programs - Daily Rate - 51 to 100 people	\$68.40	\$8.89	\$77.29	
	Medium Risk Programs - Daily Rate - 101 to 250 people	\$114.00	\$14.82	\$128.82	
	Medium Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	Medium Risk Programs - Per Season - 0 to 25 people	\$188.10	\$24.45	\$212.55	
	Medium Risk Programs - Per Season - 26 to 50 people	\$218.88	\$28.45	\$247.33	
	Medium Risk Programs - Per Season - 51 to 100 people	\$313.50	\$40.76	\$354.26	
	Medium Risk Programs - Per Season - 101 to 250 people	\$376.20	\$48.91	\$425.11	
	Medium Risk Programs - Per Season - 250+ people	Refer to Marsh			
	High Risk Programs - Hourly Rate - 0 to 25 people	\$2.51	\$0.33	\$2.83	
	High Risk Programs - Hourly Rate - 26 to 50 people	\$5.02	\$0.65	\$5.67	
	High Risk Programs - Hourly Rate - 51 to 100 people	\$7.52	\$0.98	\$8.50	
	High Risk Programs - Hourly Rate - 101 to 250 people	\$12.54	\$1.63	\$14.17	
	High Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	High Risk Programs - Daily Rate - 0 to 25 people	\$62.70	\$8.15	\$70.85	
	High Risk Programs - Daily Rate - 26 to 50 people	\$75.24	\$9.78	\$85.02	
	High Risk Programs - Daily Rate - 51 to 100 people	\$94.05	\$12.23	\$106.28	
	High Risk Programs - Daily Rate - 101 to 250 people	\$188.10	\$24.45	\$212.55	
	High Risk Programs - Daily Rate - 250+ people	Refer to Marsh			

Item	Department and Type	2025	HST	Total	By-Law/Resolution/ Policy Reference
	High Risk Programs - Per Season - 0 to 25 people	\$250.80	\$32.60	\$283.40	
	High Risk Programs - Per Season - 26 to 50 people	\$282.15	\$36.68	\$318.83	
	High Risk Programs - Per Season - 51 to 100 people	\$344.85	\$44.83	\$389.68	
	High Risk Programs - Per Season - 101 to 250 people	\$438.90	\$57.06	\$495.96	
	High Risk Programs - Per Season - 250+ people	Refer to Marsh			
	Sale of non-food or drink items				
	Per Day	\$31.35	\$4.08	\$35.43	
	Per Week	\$62.70	\$8.15	\$70.85	
	Per Month	\$112.86	\$14.67	\$127.53	
	3 to 6 months	\$564.30	\$73.36	\$637.66	
	Sale of food or drink items				
	Per Day	\$60.19	\$7.82	\$68.02	*Must be certified and approved by health board with proof of certificate if selling food & beverages
	Per Week	\$156.75	\$20.38	\$177.13	
	Per Month	\$313.50	\$40.76	\$354.26	
	3 to 6 months	\$783.75	\$101.89	\$885.64	
	Leagues				
	Up to 30 players per team	\$219.45	\$28.53	\$247.98	
	Up to 25 teams per league	\$219.45	\$28.53	\$247.98	
	Anything above 30 players or 25 teams	Refer to Marsh			
	Tournaments (High risk only)				
	0 to 8 Teams	\$627.00	\$81.51	\$708.51	
	9 to 16 Teams	\$877.80	\$114.11	\$991.91	
	16 to 21 Teams	\$1,254.00	\$163.02	\$1,417.02	
	21 Teams+	Refer to Marsh			

The Corporation of the Township of Douro-Dummer

By-law Number 2024-72

Being a By-law of The Corporation of the Township of Douro-Dummer to confirm the proceedings of the Regular Council Meeting of Council held on the 17th day of December 2024

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

1. **That** the action of the Council at its Regular Council Meeting held on December 17th, 2024, 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 Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 17th day of December 2024.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig