

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

**April 16, 2025, 10:00 AM  
Council Chambers in the Municipal Building**

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

**Member Absent:**       **Councillor Adam Vervoort**

**Staff Present**           **C.A.O. - Todd Davis  
Clerk - Deputy C.A.O. - Martina Chait-Hartwig  
Treasurer - Paul Creamer  
Fire Chief - Chuck Pedersen  
CBO - Don Helleman  
Manager of Public Works - Jake Condon**

**Absent:**                   **Manager of Recreation Facilities - Mike Mood**

1.     Call to Order

With a quorum of the Committee being present, the Chair called the meeting to order at 10:03 a.m.

2.     Land Acknowledgement

The Chair recited the Land Acknowledgement.

3.     Disclosure of Pecuniary Interest:

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

4. Adoption of Agenda: April 16, 2025

**Resolution Number 013-2025**

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That the agenda for the Committee of the Whole Meeting, dated April 16, 2025, be adopted, as circulated.

Carried

5. Delegations, Petitions or Presentations:

5.1 Presentation - Municipal Road Allowances Policy and Procedure - Policy Intern - Tammy Francis - Clerk's Office-2025-09

**Resolution Number 014-2025**

Moved By: Mayor Watson

Seconded By: Councillor Johnston

That the Committee receive the Clerk's Office-2025-07 report, regarding the Improvement and/or Opening of Municipal Road Allowances Policy No. T-35 and procedure No. T-35a to replace Policy No.18, and that the Committee recommend to Council that the Policy and Procedure be approved and that the User Fees and Charges By-law be updated with the new fees.

Carried

6. Reports - Managers' Updates

6.1 Parks and Recreational Department Update Report - February to April 2025, Recreation Facilities-2025-04

**Resolution Number 015-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Mayor Watson

That the Parks and Recreational Department Update Report from February to April 2025, Recreation Facilities-2025-04 be received with thanks.

Carried

6.2 Fire Department Update Report - February to April 2025 - Fire Chief-2025-03

**Resolution Number 016-2025**

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That Fire Department Update Report from February to April 2025 - Fire Chief-2025-03 be received with thanks. Carried

6.3 Public Works Department Update Report - February to April 2025 - Public Works-2025-02

**Resolution Number 0017-2025**

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That Public Works Department Update Report from February to April 2025 - Public Works-2025-02 be received. Carried

6.4 Building Department Update Report - February to April 2025 - Building Department-2025-03

**Resolution Number 0018-2025**

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That Staff be directed to bring forward a report on the Active Investigation Policy, including any files currently subject to the policy. Carried

**Resolution Number 0019-2025**

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That Building Department Update Report from February to April 2025 - Building Department-2025-03 be received with thanks. Carried

The Committee took a break at 11:11 a.m. and reconvened at 11:15 a.m.

6.5 Finance Department Update Report - February to April 2025, Treasurer-2025-09

**Resolution Number0020-2025**

Moved By: Mayor Watson

Seconded By: Deputy Mayor Nelson

That Finance Department Update Report from February to April 2025, Treasurer-2025-09 be received with thanks. Carried

6.6 Clerk's Department Update Report - February to April 2025, Clerk's Office-2025-10

**Resolution Number0021-2025**

Moved By: Mayor Watson

Seconded By: Councillor Johnston

That Clerk's Department Update Report from February to April 2025, Clerk's Office-2025-10 be received with thanks. Carried

6.7 CAO's Office Update Report - February to April 2025, C.A.O.-2025-05

**Resolution Number0022-2025**

Moved By: Councillor Johnston

Seconded By: Mayor Watson

That CAO's Office Update Report from February to April 2025, C.A.O.-2025-05 be received with thanks. Carried

6.8 Strategic Plan Implementation - C.A.O.-2025-07

**Resolution Number0023-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That the report C.A.O.-2025-07, dated April 16, 2025, regarding the strategic plan implementation update be received for information.

Carried

6.9 Councillor Watt - Discussion regarding Noise By-law and Dogs

**Resolution Number0024-2025**

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That staff be directed to review the Township's Noise By-law, research how similar issues are addressed in other municipalities, and staff bring back a report at the next Committee of the Whole meeting.

Carried

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

8. Closed Session: None

9. Adjournment

Moved By: Deputy Mayor Nelson

Seconded By: Mayor Watson

That this meeting adjourn 12:16 p.m.

Carried

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Chair, Tom Watt

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Clerk, Martina Chait-Hartwig