



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

**Tuesday, August 5, 2025, 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](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

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- 1. Call to Order**
- 2. Land Acknowledgement**
- 3. Moment of Silent Reflection**
- 4. Disclosure of Pecuniary Interest:**
- 5. Adoption of Agenda: August 5, 2025**
- 6. Adoption of Minutes and Business Arising from the Minutes**
  - 6.1 Regular Council Meeting Minutes - June 17, 2025**
- 7. Consent Agenda (Reports voted upon by ONE motion) - No Debate**
  - 7.1 Peterborough County Council Minutes - June 4, 2025**
  - 7.2 Municipal Appraisal Form (MAF) for Severance File B-48-25**
  - 7.3 Peterborough County - Staff Report Regarding Proposed Amendments to Blue Box Regulation**

- 7.4 Peterborough County - Waste Management Report 2024 and Waste Management Report 2025 - Quarter 1
- 7.5 Ontario Provincial Police - Letter Regarding Distribution of Police Record Check Revenue to Municipalities
- 7.6 Office of the Registrar General - Memo Regarding Medical Certificates of Death and Expanding the Scope of Practice for Nurses
- 7.7 Minister of Energy and Mines - Letter Regarding Ontario's Integrated Energy Plan

**8. Delegations, Petitions, Presentations or Public Meetings:**

**8.1 Swearing in of the New Dummer Ward Councillor**

Shelagh Landsmann to be sworn in as the Dummer Ward Councillor

**8.2 Public Meeting - Zoning By-law Amendment Application File R-01-25 (Stratton) Public Meeting Report, Planning-2025-12**

Property Address:

2357 Lakeside Drive

Concession 11 (Dummer Ward) Part of Lot 32

Roll No.: 1522-020-005-63200

**8.3 Delegation - Carl Drummond - Delegation regarding the Municipal Act**

**9. Public Comment Period - No Debate or Decision**

The deadline to register for this meeting has been extended to Tuesday, August 5, 2025 at 11:00 a.m. due to the Civic Holiday long weekend. A list of registrants will be released at 4:00 p.m. prior to the meeting

**10. Staff Reports**

**10.1 Report and Capital Project Status - July and August 2025**

**10.2 Severance File B-34-25 (Leahy), Property Address 482 Douro First Line, Roll No.:1522-010-002-06300, Planning-2025-13**

**10.3 Joint Procurement for the Zoning By-law Update - Planning-2025-14**

**10.4 Active Investigation Policy - Proposed Amendments - Building Department-2025-11**

**10.5 RSM Building Consultants - Additional Inspectors - Building Department-2025-13**

- 10.6 Community Grant Requests - August 2025 - Treasurer-2025-16
- 10.7 Financial Report as of June 30, 2025 - Treasurer-2025-20
- 10.8 Procurement Update - August 2025 - Treasurer-2025-21
- 11. Committee Minutes and Other Reports:
  - 11.1 Committee of the Whole Meeting Minutes - June 18, 2025
  - 11.2 Peterborough County OPP Detachment Board Meeting Minutes - April 28, 2025 and June 23, 2025
  - 11.3 Peterborough County OPP Detachment Board 2024 Annual Report
- 12. Correspondence – Action Items:
  - 12.1 Jim Molloyhan - Letter Regarding Building Department Process Review
  - 12.2 Douro-Dummer Locals - Letter Regarding New County Official Plan
  - 12.3 Town of Cobourg and the Municipality of Trent Lakes - Resolutions in Opposition to Provincial Ontario's Bill 5
  - 12.4 Town of Bradford West Gwillimbury - Resolution Regarding Advocacy for Increased Income Support Thresholds for Canadian Veterans
  - 12.5 The Honourable Senator Robert Black - Urgent Call to Action: Protecting Canada's Soil for Future Generations
  - 12.6 Township of Otonabee-South Monaghan - Resolution Reducing the Criminalization of Lawful Cash Transactions Under Bill C-2
- 13. By-laws:
  - 13.1 By-Law 2025-26 - To Provide for the Appointment of a Person in the Office of a Member of Council representing Dummer Ward in the Township of Douro-Dummer
  - 13.2 By-law 2025-27 - Being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" File: R-01-25 and Roll No.1522-020-005-63200
- 14. Reports derived from previous Notice of Motions:
  - 14.1 Bottle Return Proceeds Report - C.A.O.-2025-16

## **15. Notices of Motion**

### **15.1 Review Processes related to Building and Planning Department (Deputy Mayor Nelson) (June 17, 2025)**

Whereas the Township of Douro-Dummer completed a Service Delivery and Organizational review in 2020 which provided recommendations to the way in which building and planning services are delivered; and

Whereas the Council of the Township of Douro-Dummer adopted a new Strategic Plan in 2024 which laid out Core Values of Service Excellence and Transparency and Strategic Pillars of Service Modernization and Innovation along with Business Attraction, Expansion and Retention; and

Whereas there has been a change in the operations of the Building and Planning Department due to the retirement of the Township Planner; and  
Whereas the delivery of Economic Development Services has been moved from the former Peterborough and Kawarthas Economic Development Corporation to the County of Peterborough;

Now therefore it be resolved that the Council of the Township of Douro-Dummer direct staff to engage a third part consultant to review the processes related to Building and Planning Department along with the Economic Development portfolio with the goal of improving efficiency and customer service; and

Be it further resolved that the review process includes consultation with staff and members of the community; and

Be it further resolved that the outcome of this review include but not be limited to:

1. Finding efficiencies that do not compromise public safety.
2. Increasing communication and processes between Township Department.
3. Including metrics by which community satisfaction can be measured and monitored.
4. Producing "plain language" models of understanding for the general public.

## **16. Announcements:**

**17. Closed Session:**

Council will be going into Closed Session for the following reasons under Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25:

- (b) personal matters about an identifiable individual, including municipal or local board employees; (Employees and others)
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

**17.1 Approval Closed Session Minutes - June 3, 2025**

**17.2 Active Investigations Update - Building Department-2025-12**

**17.3 Enforcement File Update - C.A.O.-2025-14**

**17.4 Matters falling under the Municipal Freedom of Information and Protection of Privacy Act (MFFIPA) - Clerk's Office-2025-20**

**17.5 Township Property Matters - C.A.O.-2025-15**

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

**19. Matters Arising from Closed Session**

**20. Confirming By-law 2025-28**

**21. Next Meeting**

Committee of the Whole - August 27, 2025 at 10:00 a.m.

Regular Council Meeting - September 2, 2025 at 5:00 p.m.

**22. Adjournment**