

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

**August 27, 2025, 10:00 AM
Council Chambers in the Municipal Building**

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

Staff Present: C.A.O. - Todd Davis
Clerk - Deputy C.A.O. - Martina Chait-Hartwig
CBO - Don Helleman
Treasurer - Paul Creamer
Manager of Recreation Facilities - Mike Mood
Fire Chief - Chuck Pedersen

Absent: Manager of Public Works – Jake Condon
Panner - Emily Fitzgerald

1. Call to Order

With a 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 Chair reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

4. Adoption of Agenda: August 27, 2025

Resolution Number 037-2025

Moved By: Councillor Johnston

Seconded By: Councillor Landsmann

That the agenda for the Committee of the Whole Meeting, dated August 27, 2025, be adopted, as amended.

Carried

5. Delegations, Petitions or Presentations: None

6. Reports - Managers' Updates, Planning-2025-15

- 6.1 Otonabee Region Conservation Authority (ORCA) - 2024 Annual Permitting Standards Report

Resolution Number 038-2025

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That the report from the Otonabee Region Conservation Authority (ORCA) regarding 2024 Annual Permitting Standards be received.

Carried

- 6.2 Fire Department Update Report - June to August 2025 - Fire Chief-2025-05

Resolution Number 039-2025

Moved By: Councillor Johnston

Seconded By: Deputy Mayor Nelson

That the Fire Department update report from June to August 2025 - Fire Chief-2025-05 be received with thanks.

Carried

- 6.3 Parks and Recreational Department Update Report - June to August 2025 - Recreation Facilities - 2025-06

Resolution Number 040-2025

Moved By: Councillor Landsmann

Seconded By: Deputy Mayor Nelson

That the Parks and Recreational Department update report from June to August 2025 - Recreation Facilities - 2025-06 be received with thanks.

Carried

- 6.4 Public Works Department Update Report - June to August 2025 - Public Works - 2025-04

Resolution Number 041-2025

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Landsmann

That the Public Works Department update report from June to August 2025 - Public Works - 2025-04 be received with thanks.

Carried

- 6.5 Finance Department Update Report - June to August 2025 - Treasurer - 2025-22

Resolution Number 042-2025

Moved By: Mayor Watson

Seconded By: Councillor Johnston

That the Finance Department update report from June to August 2025 - Treasurer - 2025-22 be received with thanks.

Carried

- 6.6 Clerk's Department Update Report - June to August 2025 - Clerk's Office - 2025-21

Resolution Number 043-2025

Moved By: Councillor Johnston

Seconded By: Councillor Landsmann

That the Clerk's Department update report from June to August 2025 - Clerk's Office - 2025-21 be received with thanks. Carried

- 6.7 CAO's Office Update Report - June to August 2025 - C.A.O.-2025-17

Resolution Number 044-2025

Moved By: Mayor Watson

Seconded By: Councillor Landsmann

That the CAO's Office update report from June to August 2025 - C.A.O.-2025-17 be received with thanks. Carried

- 6.8 Strategic Plan Implementation 2025 - 2027 - C.A.O.-2025-18

Resolution Number 045-2025

Moved By: Mayor Watson

Seconded By: Councillor Landsmann

That the report C.A.O.-2025-18, dated August 27, 2025, regarding the Township of Douro-Dummer Strategic Plan implementation be received for information. Carried

- 6.9 Committee of the Whole - August 2025 - Building Department-2025-14

Resolution Number 046-2025

Moved By: Deputy Mayor Nelson

Seconded By: Councillor Johnston

That the Building Department update report from June to August 2025 - be received with thanks. Carried

6.10 Planning Department Update Report - August 2025 - Planning-2025-15

Resolution Number 047-2025

Moved By: Deputy Mayor Nelson

Seconded By: Mayor Watson

That the Planning Department update report from June to August 2025 -
Planning-2025-15 be received with thanks. Carried

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

8. Closed Session: None

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

10. Matters Arising from Closed Session: None

11. Adjournment

Resolution Number 048-2025

Moved By: Councillor Landsmann

Seconded By: Mayor Watson

That this meeting adjourn 11:57 p.m. Carried

Chair, Tom Watt

Clerk, Martina Chait-Hartwig