

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

**September 2, 2025, 5:00 PM  
Council Chambers in the Municipal Building**

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

**Staff Present:** C.A.O. - Todd Davis  
Clerk - Deputy C.A.O. - Martina Chait-Hartwig  
Treasurer - Paul Creamer  
CBO - Don Helleman  
Planner - Emily Fitzgerald

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: September 2, 2025

**Resolution Number 228-2025**

Moved by: Councillor Landsmann

Seconded by: Councillor Johnston

That the agenda for the Regular Council Meeting, dated September 2, 2025, be adopted, as circulated. Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Amended Special Council Meeting Minutes - November 22, 2022

**Resolution Number 229-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the minutes for the Amended Special Council meeting, dated November 22, 2025, be received and adopted, as circulated. Carried

6.2 Regular Council Meeting Minutes - August 5, 2025

**Resolution Number 230-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That the minutes for the Regular Council meeting, dated August 5, 2025, be received and adopted, as circulated. Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate
  - 7.1 Peterborough County Council Minutes - June 25, 2025
  - 7.2 Ministry of Natural Resources - Proposed Updates to Policies under the Aggregates Resource Act
  - 7.3 Young's Point 200 Years on the Water - Thank you letter
  - 7.4 Eastern Ontario Warden's Caucus (EOWC) - August 2025 Newsletter

**Resolution Number 231-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Landsmann

The Consent Agenda for September 2, 2025, be received.

Carried

8. Delegations, Petitions, Presentations or Public Meetings: None
9. Public Comment Period - No Debate or Decision: None
10. Staff Reports
  - 10.1 Report and Capital Project Status - September 2025

**Resolution Number 232-2025**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

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

10.2 Joint Procurement for Zoning By-law - Planning-2025-16

**Resolution Number 233-2025**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That Report Planning-2025-16, dated September 2, 2025, regarding joint procurement for consulting services of the update to the Township's Zoning By-law be received;

That the Township participate in the discussion regarding a joint RFP for the procurement of consulting services for the update of the participating Township's Zoning By-laws, that the RFP recognize the individuality of each participating Township, and that each Township enter into its own contract with the selected contractor; and further;

That Staff be directed to forward Report Planning-2025-16 to County Council for information. Carried

10.3 Municipal Ice Storm Assistance Program Approval - Treasurer-2025-23

**Resolution Number 234-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That the report Treasurer-2025-23, dated September 2, 2025, regarding Municipal Ice Storm Assistance Program Approval be received; and

Whereas the Township of Douro-Dummer has eligible costs directly linked to the March 2025 ice storm, the Council of the Township of Douro-Dummer hereby requests assistance under the Municipal Ice Storm Assistance Program;

Further that Todd Davis is given delegated authority to verify and attest to the accuracy of the application package. Carried

11. Committee Minutes and Other Reports:

11.1 Human Resources Committee Meeting Minutes - May 13, 2021

**Resolution Number 235-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the minutes from the Human Resources Committee meeting held on May 13, 2021, be received and approved. Carried

11.2 Committee of Adjustment Meeting Minutes - January 25, 2025

**Resolution Number 236-2025**

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the minutes from the Committee of Adjustment meeting held on January 25, 2025, be received. Carried

11.3 Committee of the Whole Meeting Minutes - August 27, 2025

**Resolution Number 237-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Landsmann

That the minutes from the Committee of the Whole meeting held on August 27, 2025, be received and approved. Carried

11.4 Report to Council - CAO Performance Review - Mayor's Office

**Resolution Number 238-2025**

Moved by: Mayor Watson

Seconded by: Councillor Landsmann

That the report to Council from Mayor Watson, dated September 2, 2025, be received and that Council direct the Deputy CAO – Clerk to work with the Mayor to undertake a CAO performance review. Carried

11.5 Report to Council - Committee Appointments and Portfolios - Mayor's Office

**Resolution Number 239-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the report from Mayor Watson, dated September 2, 2025, be received and that the following appointments be made:

**Mayor Watson** – OPP Detachment Board, Arena Facilities Future Ad-Hoc Committee and Co-Chair Canada Day Parade

**Deputy Mayor Nelson** – Committee of Adjustment and Co-Chair Remembrance Day Committee

**Councillor Watt** – Otonabee Region Conservation Authority Board and Co-Chair Remembrance Day Committee

**Councillor Landsman** – Township of Douro-Dummer Public Library Board and Co-Chair Santa Clause Parade Committee

**Councillor Johnston** – Co-Chair Santa Claus Parade Committee and Co-Chair Canada Day Parade Committee

And further that the Planning Committee and Short-Term Rental Advisory Committee are both disbanded;

And further that Council portfolio responsibilities are removed;

And further that Councillor Johnston be appointed to the Hiring Committee for the Treasurer recruitment;

And lastly that staff report back to Council with a plan to seek input from the community regarding our key events: Canada Day Parade, Remembrance Day Service and Santa Claus Parade.

Carried

12. Correspondence – Action Items:

12.1 Municipality of Strathroy-Caradoc and Township of North Glengarry -  
Support for Amendments to Ontario Blue Box Regulation 391/21

**Resolution Number 240-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor - Landsmann

That the Resolutions from the Municipality of Strathroy-Caradoc and the Township of North Glengarry, regarding support for amendments to Ontario Blue Box Regulation 391/21, be received and supported. Carried

12.2 Town of Orangeville, City of St. Catharines and Town of Grimsby -  
Resolutions Regarding Elect Respect Campaign

**Resolution Number 241-2025**

Moved by: Deputy Mayor Nelson

Seconded by: Councillor - Landsmann

That the Resolutions from the Town of Orangeville, City of St. Catharines and Town of Grimsby, regarding the Elect Respect Campaign be received and supported. Carried

12.3 Township of Armour - Resolution Regarding Standardized Governance  
Models for a Family Health Teams

**Resolution Number 242-2025**

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Resolution from the Township of Armour, dated August 12, 2025, regarding a standardized governance models for Family Health Teams be received and supported. Carried

13. By-laws:

13.1 By-law 2025-29 - To Appoint an Interim Treasurer and Repeal By-law 2024-54

Moved by: Councillor Landsmann

Seconded by: Councillor Johnston

That By-law 2025-29 to appoint an Interim Treasurer and Repeal By-law 2024-54 be passed, in open Council this 2nd day of September 2025 and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

14. Reports derived from previous Notice of Motions: None

15. Notices of Motion - No Debate: None

16. Announcements:

16.1 The Tuesday, September 16, 2025, Council meeting is rescheduled to Monday, September 15, 2025, due to a conflict with the Ontario Eastern Municipal Conference.

16.2 Mayor Watson – 2025 Community Tree Planting Program is sold out. Ratepayers will be able to pick up their trees at the following times:

- Thursday, September 11, 2025, from 10:00 a.m. to 7:00 p.m.
- Friday, September 12, 2025, from 9:00 a.m. to 7:00 p.m.
- Saturday, September 13, 2025, from 9:00 a.m. to 4:00 p.m.

16.3 Councillor Johnston – Reported on the outcome of the Warsaw and District Lions Club fundraiser and the Douro Doings annual event and expressed thanks to the community for their support.

16.4 Councillor Watt – The 2025 Stoney Lake Combo Fishing Tournament is scheduled for September 19 to September 21, 2025, at Carveth's Marina.



17. Closed Session: None

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

19. Matters Arising from Closed Session

20. Confirming By-law 2025-30

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That By-law Number 2025-30, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 2nd day of September 2025, be passed in open Council and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

21. Next Meeting

Regular Council Meeting - September 15, 2025, at 5:00 p.m.

Township Road Tour - September 23, 2025

22. Adjournment

**Resolution Number 243-2025**

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That this meeting adjourn at 5:50 p.m. Carried

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Mayor, Heather Watson

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Clerk, Martina Chait-Hartwig