

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

**September 15, 2025, 5:00 PM
Council Chambers in the Municipal Building**

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

Staff Present: C.A.O. - Todd Davis
Acting Clerk – Patti O’Grady
CBO - Don Helleman
Manager of Public Works - Jake Condon
Planner - Emily Fitzgerald

Staff Absent: Clerk - Deputy C.A.O. - Martina Chait-Hartwig

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:00 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 15, 2025

Resolution Number 244-2025

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the agenda for the Regular Council Meeting, dated September 15, 2025, be adopted, as circulated. Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Regular Council Meeting Minutes - September 2, 2025

Resolution Number 245-2025

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Minutes from the Regular Council meeting held on September 2, 2025, be received and approved. Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate

7.1 2025 Ontario Senior Achievement Awards

7.2 2025 Q2 County of Peterborough Garbage Report

7.3 Municipal Appraisal Form (MAF) for Severance File B-57-25

Resolution Number 246-2025

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That the Consent Agenda for September 15, 2025, be received. Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Presentation - Nicole Cameron, Engage Engineering - 2025 Road Needs Study

Resolution Number 247-2025

Moved by: Councillor Watt

Seconded by: Deputy Mayor Nelson

That the Road Needs Study Presentation by Nicole Cameron from Engage Engineering be received with thanks. Carried

8.2 Delegation - Kevin Errington - The Market on Stoney Lake

Resolution Number 248-2025

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the delegation from Kevin Errington from The Market on Stoney Lake regarding By-law 2025-18 be received. Carried

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

10. Staff Reports

10.1 Report and Capital Project Status - September 2025

Resolution Number 249-2025

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

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

10.2 Douro Second Line Speed Reduction - Public Works-2025-05

Resolution Number 250-2025

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That the report Public Works, dated September 15, 2025, regarding speed reduction on Douro Second Line be received;

And further, that Council approve reducing the speed limit on Douro Second Line from 80 km/h to 60 km/h between County Road 8 and Division Road;

And further, that staff be requested to bring forward a by-law to amend By-law 2018-39 – Consolidated Road Speed, as amended at the next Council meeting;

And lastly, that staff install the required signage and issue public notice of the change once the By-law is adopted. Carried

10.3 Future Gravel Resources - Public Works-2025-06

Resolution Number 251-2025

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Landsmann

That the report Public Works-2025-06, dated September 15, 2025, regarding future gravel resources be received for information;

And further, that staff be directed to continue discussions with Drain Brothers Construction Ltd. regarding potential aggregate resources on Sixth Line Road South Dummer, and report back to Council with findings and recommendations. Carried

10.4 Zoning By-law for Clancy Subdivision, File R-08-21 - Planning-2025-17

Resolution Number 252-2025

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Watt

That the report Planning-2025-17, dated September 15, 2025, regarding File R-08-21 (Clancy Subdivision) be received; and,

That Council receive all comments related to File R-08-21; and,

That the By-law to enact the amendment be passed at the appropriate time in the meeting. Carried

10.5 Discretionary Sewage System Maintenance Inspection Program - 2025 amendments - Building Department-2025-15

Resolution Number 253-2025

Moved by: Councillor Johnston

Seconded by: Councillor Landsmann

That the report Building Department-2025-15, dated September 15, 2025, regarding the Discretionary Sewage System Maintenance Inspection Program (DSSMIP) be received;

That Council direct staff to host a public meeting to amend the fees associated with administering the DSSMIP and prepare a report to be presented at that meeting which will outline the substance and scope of the program. Carried

10.6 Sewage System Maintenance - Public Outreach - Building Department-2025-16

Resolution Number 254-2025

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the report Building Department-2025-16, dated September 15, 2025, regarding Public Outreach on Sewage System Maintenance be received;

That Council direct staff to proceed with at least three meetings at multiple locations within the Township regarding education for the public on sewage system maintenance; and

That a small honorarium be provided to the presenter from Ontario Onsite Wastewater Association for their services during the public education meetings. Carried

10.7 Procurement Update - September 2025 - Treasurer-2025-24

Resolution Number 255-2025

Moved by: Councillor Johnston

Seconded by: Deputy Mayor Nelson

That the report Treasurer-2025-24, dated September 15, 2025, regarding Procurement Update – September 2025 be received for information;

Carried

10.8 Service Delivery Review Building and Planning - C.A.O.-2025-19

Resolution Number 256-2025

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Landsmann

That the report C.A.O.-2025-19, dated September 15, 2025, regarding a Service Delivery Review of the Building and Planning Departments be received; and

That Council authorize up to \$40,000 as pre-budget approval to fund this project through the 2026 capital budget; and

That Council approve the project as presented in the draft Request for Proposal with a \$40,000 budget. Carried

11. Committee Minutes and Other Reports: None

12. Correspondence – Action Items:

12.1 Douro Dummer Local Taxpayers - Correspondence

12.1.1 Concerns regarding Grants Received vs. Actuals

Resolution Number 257-2025

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the letter dated September 2, 2025 regarding concerns with Grants Received vs. Actuals from the Douro-Dummer Local Taxpayers be received with thanks.

Carried

12.1.2 Complaint to Council regarding Accounts

Resolution Number 258-2025

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the complaint to Council dated September 2, 2025 regarding Accounts from the Douro-Dummer Local Taxpayers be received, and that it be brought forward to the new Treasurer after hire.

Carried

13. By-laws:

13.1 By-law Number 2025-31 to amend By-law 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-08-21)

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the By-law Number 2025-31 to amend By-law 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-08-21), be passed, in open Council this 15th 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: None
17. Closed Session: None
18. Rise from Closed Session with or without a Report: None
19. Matters Arising from Closed Session: None
20. Confirming By-law: 2025-32

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Landsmann

That By-law Number 2025-32, being a By-law to confirm the proceedings of the Regular Meeting of Council, held on the 15th 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

Roads Tour – September 23, 2025 at 9:00 a.m.

Regular Council Meeting – October 7, 2025 at 5:00 p.m.

22. Adjournment

Resolution Number 259-2025

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That this meeting adjourn at 6:50 p.m.

Carried

Mayor, Heather Watson

Acting Clerk, Patti O'Grady