

The Council of the Township of East Garafraxa held a Special Electronic Meeting of Council by video conference at 2:00 p.m. on March 9, 2021. Councillors Tom Nevills, Fran Pinkney, Lenora Banfield (Councillor Banfield arrived at 3:44pm) and Deputy Mayor John Stirk were in attendance with Mayor Guy Gardhouse presiding. Susan Stone, CAO/Clerk-Treasurer, Jessica Kennedy, Deputy Clerk, Dave Menary, Director of Public Works, Township Planning Consultant, Elizabeth Howson, MCIP, RPP, Principal of Macaulay Shiomi Howson Ltd. (MSH) (for item 10.2 Planning Act Decision) were also in attendance.

### 1. Opening of Meeting

Meeting called to order.

### 2. Added Items

The agenda be amended as follows:

Added Items:

1. **Ministry of Municipal Affairs and Housing (MMAH)**
  - 1.1. 2021 COVID Operating Funding Letter dated March 4, 2021
  2. **Official Plan Amendment Number 8 (OPA8) County Comments**
    - 2.1. Special Council Meeting to be Scheduled

Motion passed to approve added items.

### 3. Approval of Agenda

Motion passed to approve agenda as amended.

### 4. Disclosure of Pecuniary Interest and General Nature Thereof – Nothing at this time.

### 5. Approval of Minutes

- 5.1. Special Electronic Council Meeting Minutes for February 23, 2020 – Motion passed to approve as circulated.
- 5.2. Business arising from Minutes – Nothing at this time.

### 6. Public Question Period 2:10 p.m. – Nothing at this time.

### 7. Delegation(s)/Presentation(s)

#### 7.1. 2:15 p.m. – Dufferin County Canadian Black Association (DCCBA)

Presentation by Alethia O'Hara-Stephenson

Ms. O'Hara-Stephenson provided presentation regarding the changes to the community, and discussed education, community outreach, scholarships, financial/sponsorship of events, etc. and requested Township support the Association financially by paying membership fee, and promoting their initiatives through Township social media and website.

Motion passed later in the meeting, after Councillor Banfield joined the meeting, to approve the \$240.00 for 2021, and to list DCCBA as a resource on Township website.

### 8. Public Meeting(s) 4:00 p.m.

Motion passed to hold Public Meeting for Z2-21 by Applicant Jeff Oakley.

Mayor Gardhouse noted if there are any members of the public that would like to make oral comments on the application, they should type in the chat feature "I have comments" and will be moved to a participant in the meeting and will be able to speak and noted that this would enable their video and audio feature. Written comments can be sent to the Township at [planner@eastgarafraxa.ca](mailto:planner@eastgarafraxa.ca). Comments should be sent prior to Council tentatively making a decision at the March 23, 2021 Council meeting.

- 8.1. **Temporary Use By-Law Application Z2-21**; to amend Temporary Use By-Law 3-2016 to increase the maximum size of the existing garden suite to 70.6 square metres and to permit a deck. Applicant Jeff Oakley, property location 023161 Erin – East Garafraxa Townline – Concession 15, Part Lot 1, RP 7R5554 PART 1
  - 8.1.1. Notice of Complete Application and Public Meeting
  - 8.1.2. Presentation

Township CAO/Clerk-Treasurer Susan Stone presented the PowerPoint presentation for Temporary Use Application Z2-21. Applicant in attendance. CAO advised that there is a building permit application in progress, and that the Temporary Use Bylaw Amendment is to increase the size of the existing Garden Suite, which is larger than was previously approved, and to include the existing deck, as both the Garden Suite and Deck need building permits. It was noted that the applicant needs to clarify the size of the Garden Suite for the purposes of the Building Permit Application, as there is currently a discrepancy. Comments received from the County of Dufferin and Enbridge Gas, which will be included in the report for the March 23, 2021 council meeting. Mr. Oakley was in attendance and agreed to provide clarification regarding the size of the Garden Suite. There were no other public in attendance to support or oppose the application.

## 9. Unfinished Business

The following was received and/or dealt with:

### 9.1. COVID-19 (Coronavirus) Update

9.1.1. Conference Call/Zoom Meeting Updates

9.1.2. Funding

New funding announcement just received for \$41,599.00.

9.1.3. Other – nothing at this time.

### 9.2. Strategic Plan

9.2.1. 2018-2022 Strategic Plan (to adopt)

9.2.2. Strategic Plan Priorities Progress Report

Discussion ensued regarding Strategic Plan. Council instructed staff to add more items under Action Items, with some general timelines, and break out the specific action items in order to identify/measure success. Therefore, there will be new column dealing with timelines, and one for status updates.

Motion passed accordingly.

## 10. Planning Department

The following were received and/or dealt with:

### 10.1. Development Update(s)

CAO provided update on various planning matters in progress, and new applications pending, noting a lot of general planning enquiries and interest in the Township.

### 10.2. Planning Act Decision – 3:00 p.m.

10.2.1. **Zoning By-Law Amendment Z1-21**; To change 52m<sup>2</sup> of land which is currently zoned “Environmental Protection (EP) Zone” to “Rural Residential (RR) Zone” for the purposes of expanding an existing accessory building.

Applicant, Doug Bell, property location 205060 County Road 109 - Concession 19, East Part Lot 10

10.2.1.1. Planning Report

Liz Howson, Township Planning Consultant, in attendance and presented Planning Report and Recommendation to approve with the zone change from EP to RR, with an exception to address distance to EP zone and for height of the proposed garage addition.

Motion passed to approve, and Bylaw 12-2021 to be passed under Bylaws, Section 19 of the Agenda.

Ms. Howson left the meeting.

### 10.3. County of Dufferin Municipal Comprehensive Review

10.3.1. Planning Consultant Rob Stovel – Agricultural Planning Memo

Memo sent to County of Dufferin, about which further discussions will occur between the County Planning Consultants and the Township Planning Consultant, Mr. Stovel, and Council will be advised accordingly.

### 10.4. Town of Orangeville

10.4.1. Notice of Decision to Approve a Draft Plan of Subdivision

10.4.2. Notice of Passing of a Zoning By-Law -2021-016

### 10.5. Town of Erin

10.5.1. Zoning By-Law Amendment Z20-07; to permit a reduced minimum lot area and lot frontage – 34 Trafalgar

10.5.2. Zoning By-Law Amendment Z1-01; to allow a second temporary residence

(Garden Suite)

10.6. **Township of Wellington North**

10.6.1. Comprehensive Zoning By-Law 66-01 Public Meeting March 8, 2021

**11. Public Works Department**

The following were received and/or dealt with:

11.1. **Director of Public Works Report(s)**

Mr. Menary indicated that all culverts have been dug out and are ready for Spring conditions, that river still frozen at this time and being monitored by GRCA and Township, also that the grader discussed at the last meeting has arrived in Cambridge from Winnipeg, and that he is going to demo it tomorrow.

11.2. **Nind Yard Works**

11.2.1. Lawn Cutting/Maintenance Proposal – March 2, 2021  
Motion passed to accept proposal.

11.3. **Greenwood Construction Company Ltd.**

11.3.1. 17<sup>th</sup> Line Realignment Letter

11.3.2. 18<sup>th</sup> Line Haul Route Letter

Motion passed to receive letters and to re-affirm instructions that discussions and negotiations to continue pursuant to resolutions passed January 26, 2021.

11.4. **Town of Caledon**

11.4.1. Multi-Modal Transportation Master Plan – Public Information Centre March 24, 2021

**12. Treasury and Accounts**

The following were received and/or dealt with:

12.1. **Municipal Modernization Funding Program Intake 2**

12.1.1. Resolution Regarding Expression of Interest  
Motion passed directing staff to apply for second intake of funding.

12.2. **Nature's Landing West Park**

12.2.1. Resolution Regarding Parkland Dedication Reserve Account  
Matter deferred due to costs still pending.

**13. County Council Business**

The following were received and/or dealt with:

13.1. **County Council Meeting(s)**

13.1.1. [March 11, 2021 Council Meeting Agenda](#)

13.2. **Service Delivery Review**

13.2.1. Discussion/Follow Up

**14. Committees**

The following were received and/or dealt with:

14.1. **Grand Valley & District Community Centre Board**

14.1.1. Draft Cost Sharing Agreement

14.1.1.1. Amaranth Resolution

Motion passed to put forward Council's position regarding funding for the Ice Floor and Change Rooms project.

14.2. **Grand Valley & District Fire Board**

14.2.1. 2021 Budget

Motion passed to approve.

14.3. **Grand River Conservation Authority (GRCA)**

14.3.1. Summary of General Membership/ Annual General Meeting – February 26, 2021

14.3.2. Municipal Levy and 2021 Budget Email

14.3.2.1. 2021 Budget Package

14.3.2.2. Summary of Municipal Levy

**15. General Business and Correspondence**

The following were received and/or dealt with:

15.1. **Association of Municipalities of Ontario (AMO)**

15.1.1. [Annual Conference \(August 15-18\) Updates – Keynote to Explore Social, Cultural](#)

[and Economic Impacts of Climate Change](#)

**15.2. Ontario Fire College**

- 15.2.1. Township of Melancthon – February 22, 2021
- 15.2.2. Township of Howick – March 3, 2021
- 15.2.3. Fire Marshal's Communiqué – Ontario Fire College Training Modernization March 4, 2021

**15.3. National 3-Digit Suicide Prevention Hotline**

- 15.3.1. Town of Mono – February 26, 2021
- 15.3.2. Township of Melancthon – March 4, 2021

**15.4. Township of South Glengarry**

- 15.4.1. Automatic Speed Enforcement (photo radar)
- 15.4.2. Municipal Freedom of Information and Protection of Privacy Act Reform

**15.5. Township of Perry**

- 15.5.1. Children and Childcare Services

**15.6. Association of Municipal Clerks and Treasurers (AMCTO)**

- 15.6.1. Open Letter to Councils – Municipal Staff Professional Training and Development

**15.7. Canadian Union of Postal Workers**

- 15.7.1. Request for Support – Delivering Community Power
  - 15.7.1.1. Resolution Template

**16. Added Items**

**16.1. Ministry of Municipal Affairs and Housing (MMAH)**

- 16.1.1. 2021 COVID Operating Funding Letter dated March 4, 2021 Received, and acknowledgement sent back to MMAH.

**16.2. Official Plan Amendment Number 8 (OPA8) County Comments**

- 16.2.1. Special Council Meeting to be Scheduled  
Special Council meeting to be held March 16, 2021 at 4 p.m.

**17. New Business** – Nothing at this time.

**18. Closed Meeting – 4:20 p.m. to 5:40 p.m.** – Motion passed to go into Closed Pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

- 18.1. **Labour relations or employee negotiations**
- 18.2. **Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**
- 18.3. **Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.**
- 18.4. **Closed Meeting Minutes**

Motion passed to come out of Closed and resume regular business. Staff instructed in accordance with Closed Meeting discussions.

**19. By-Laws**

**Notice of intention to pass the following By-Law(s)**

**19.1. Being a By-Law to amend Zoning By-Law 60-2004, as amended**

(Zoning By-Law Amendment Application Z1-20 – Condition of Consent Application B1-20 - 271222 15th Line, Concession 15, Part Lot 4, Applicant: Jeff Buisman, Van Harten Surveying Inc., Owner: W. B. Pletch Company Limited c/o Barry Pletch)

Motion and By-Law 10-2021 passed.

**19.2. Being a By-Law to amend Zoning By-Law 60-2004, as amended**

(Zoning By-Law Amendment Application Z2-20 – Condition of Consent Application B2-20 - 271074 15th Line, Concession 15, Part Lot 2, RP 7R5227 Part 3, RP 7R5309 Part 1, Applicant: Jeff Buisman, Van Harten Surveying Inc., Owner: W. B. Pletch Company Limited c/o Barry Pletch)

Motion and By-Law 11-2021 passed.

- 19.3. **Being a By-Law to amend Zoning By-Law 60-2004, as amended; to rezone 52.5m<sup>2</sup> of the subject property from the Environmental Protection (EP) Zone to the Rural Residential (RR) Zone to permit an addition to an existing garage** (Zoning By-Law Amendment Application Z1-21, Applicant Douglas Bell 205060 County Road 109, Part Lot 10, Concession 19)

Discussed under item 10.2.1. Motion and By-Law 12-2021 passed.

- 19.4. **Being a By-Law to amend By-Law 17-2015, as amended, to Prescribe a Tariff of Fees for Planning Matters**

Matter deferred.

## **20. Confirming By-Law**

Motion and By-Law 13-2021 passed.

## **21. Adjournment**

To Meet again for the Special Electronic Council Meeting on Tuesday, March 16, 2021, at 4:00 p.m., for the Official Plan Amendment Number 8 (OPA#8), and for the Special Electronic Council Meeting on Tuesday, March 23, 2021 at 4:00 p.m., or at the call of the Mayor.

Motion passed to adjourn.

The following resolutions were passed:

### **MOVED BY NEVILLS, SECONDED BY PINKNEY**

**BE IT RESOLVED THAT** The agenda be amended as follows:

Added Item:

1. **Ministry of Municipal Affairs and Housing (MMAH)**
  - 1.1. 2021 COVID Operating Funding Letter dated March 4, 2021
2. **Official Plan Amendment Number 8 (OPA8) County Comments**
  - 2.1. Special Council Meeting to be Scheduled. **CARRIED**

### **MOVED BY STIRK, SECONDED BY NEVILLS**

**BE IT RESOLVED THAT** The agenda be approved as amended. **CARRIED**

### **MOVED BY PINKNEY, SECONDED BY STIRK**

**BE IT RESOLVED THAT** the minutes of the Special Electronic Council Meeting held February 23, 2021 be adopted as circulated. **CARRIED**

### **MOVED BY PINKNEY, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do hereby support the Dufferin County Canadian Black Association (DCCBA) in the amount of \$240.00 for 2021 as requested; And further that the Township will list DCCBA as a resource on the Township of East Garafraxa's Community Services website page. **CARRIED**

### **MOVED BY PINKNEY, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do hereby adopt the Township of East Garafraxa Strategic Plan for 2018 to 2022, in principle, as amended, with addition of timelines and more descriptive action items. **CARRIED**

### **MOVED BY NEVILLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Planning Report with respect to Zoning By-Law Amendment Application Z1-21, dated March 9, 2021 be received;

And that further that Zoning By-Law Amendment Application Z1-21; to rezone 52.5m<sup>2</sup> of the subject property from the Environmental Protection (EP) Zone to the Rural Residential (RR) Zone to permit an addition to an existing garage for property location 205060 County Road 109, Part Lot 10, Concession 19 be approved. **CARRIED**

### **MOVED BY NEVILLS, SECONDED BY STIRK-**

**BE IT RESOLVED THAT** Council do hereby accept the proposal for 2021 parks and cemetery grass cutting from Nind Yard Works dated March 2, 2021, as presented. **CARRIED**

**MOVED BY NEVILLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do hereby direct staff to apply for the second intake under the Municipal Modernization Program Implementation Stream pursuant to the County of Dufferin Municipal/County Service Delivery Review (SDR) Report and recommendations, and the need to digitize Township records and information to create efficiencies and ability to streamline processes, and ultimately save costs and staff resources. **CARRIED**

**MOVED BY NEVILLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do hereby approve the 2021 Grand Valley and District Fire Board Budget as presented in the amount of \$599,972.00 (\$382,325.00 Operating; \$ 217,647.00 Capital); East Garafraxa's share being \$69,654.35 Operating and \$33,322.21 Capital for a total of \$102,976.56. **CARRIED**

**MOVED BY PINKNEY, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do hereby support the Dufferin County Canadian Black Association (DCCBA) in the amount of \$240.00 for 2021 as requested; And further that the Township will list DCCBA as a resource on the Township of East Garafraxa's Community Services website page. **CARRIED.**

**MOVED BY NEVILLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT** Council now holds a Public Meeting regarding the following application: Temporary Use Application File Z2-21; to amend Temporary Use By-Law 3-2016 to increase the maximum size of the existing garden suite to 70.6 square metres and to permit a deck, applicant Jeff Oakley, property location 023161 Erin – East Garafraxa Townline – Concession 15, Part Lot 1, RP 7R5554 PART 1. **CARRIED**

**MOVED BY PINKNEY, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT** Council do now adjourn Public Meeting and resume regular business. **CARRIED**

**MOVED BY BANFIELD, SECONDED BY PINKNEY**

**BE IT RESOLVED THAT** Zoning By-Law Amendment Application File Z1-21; to change 52m<sup>2</sup> of land which is currently zoned "Environmental Protection (EP) Zone" to "Rural Residential (RR) Zone" for the purposes of expanding an existing accessory building, applicant Doug Bell, property location 205060 County Road 109 - Concession 19, East Part Lot 10, be approved. **CARRIED**

**MOVED BY NEVILLS, SECONDED BY PINKNEY**

**BE IT RESOLVED THAT** Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s): Labour relations or employee negotiations; Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and Closed Meeting minutes. **CARRIED**

**MOVED BY NEVILLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council do now rise and report from Closed Meeting, and resume regular business. **CARRIED**

**MOVED BY BANFIELD, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Further to the letter dated February 12, 2021 regarding Capital Cost Sharing Agreement for Grand Valley and District Community Centre, and draft Agreement, received at February 23, 2021 Council Meeting;

And Further to Council's concerns raised regarding the Township of East Garafraxa's share of estimated costs for the Ice Floor and Change Rooms Project;

Now therefore the Council of the Township of East Garafraxa will support the above noted project, and pay the appropriate share based on the following:

1. The Township of East Garafraxa's % share to be verified, pursuant to Section 3) of Agreement dated December 13, 2017;
2. The Township will support the Ice Floor project, with or without other funding approval, based on their share, as verified, up to a maximum amount of \$1.4 million total cost;
3. The Township will support the Ice Floor and Change Rooms Project, subject to funding from ICIP being approved, based on their share, as verified, up to a maximum amount of \$2.8 million total cost;

4. The Township will consider additional contribution should the tenders for the projects come in higher than the above mentioned total costs, through further negotiations;
5. An Agreement for the capital projects reflecting the above noted conditions be entered into between the Township of East Garafraxa, Township of Amaranth and Town of Grand Valley;
6. That the Township are willing to meet with the Town of Grand Valley and the Township of Amaranth to further discuss and negotiate an Agreement. **CARRIED**

**MOVED BY PINKNEY, SECONDED BY STIRK**

**BE IT RESOLVED THAT** Council hereby receives the letters dated March 2, 2021 from Greenwood Construction with respect to the Realignment of 17<sup>th</sup> Line, and proposed Site Plan Amendment for Removal of 18<sup>th</sup> Line Haul Route;

And further that Township staff, and Township Engineer, Consulting Aggregate Planner, Solicitor and Mayor are directed to continue discussions and negotiations, in accordance with resolutions passed on January 26, 2021, including preparation of a supplemental development agreement(s). **CARRIED**

**MOVED BY PINKNEY, SECONDED BY NEVILLS**

**BE IT RESOLVED THAT** Leave be given to introduce a by-law to amend Zoning By-Law 60-2004, as amended (Zoning By-Law Amendment Application Z1-20 – Condition of Consent Application B1-20, property location 271222 15th Line, Concession 15, Part Lot 4, Applicant: Jeff Buisman, Van Harten Surveying Inc., Owner: W. B. Pletch Company Limited c/o Barry Pletch) and that it be given the necessary readings and be passed and numbered 10-2021. **CARRIED**

**MOVED BY STIRK, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT** Leave be given to introduce a by-law to amend Zoning By-Law 60-2004, as amended to amend Zoning By-Law 60-2004, as amended (Zoning By-Law Amendment Application Z2-20 – Condition of Consent Application B2-20, property location 271074 15th Line, Concession 15, Part Lot 2, RP 7R5227 Part 3, RP 7R5309 Part 1, Applicant: Jeff Buisman, Van Harten Surveying Inc., Owner: W. B. Pletch Company Limited c/o Barry Pletch) and that it be given the necessary readings and be passed and numbered 11-2021. **CARRIED**

**MOVED BY PINKNEY, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT** Leave be given to introduce a by-law to amend Zoning By-Law 60-2004, as amended; to rezone 52.5m<sup>2</sup> of the subject property from the Environmental Protection (EP) Zone to the Rural Residential Exception Thirty-Seven (RR-37) Zone to permit an addition to an existing garage (Zoning By-Law Amendment Application Z1-21, Applicant Douglas Bell 205060 County Road 109, Part Lot 10, Concession 19) and that it be given the necessary readings and be passed and numbered 12-2021. **CARRIED**

**MOVED BY NEVILLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT** Leave be given to introduce a by-law to confirm the Special Electronic Meeting of Council of the Township of East Garafraxa for March 9, 2021 and that it be given the necessary readings and be passed and numbered 13-2021. **CARRIED**

**MOVED BY PINKNEY, SECONDED BY NEVILLS**

**BE IT RESOLVED THAT** Council now adjourn to meet again on Tuesday, March 16, 2021 at 4:00 p.m. for Official Plan Amendment Number 8 (OPA#8), and for the Special Electronic Council Meeting on Tuesday, March 23, 2021, at 2:00 p.m., or at the call of the Mayor. **CARRIED**

Susan Stone (Original Signed)  
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Clerk

Guy Gardhouse (Original Signed)  
\_\_\_\_\_  
Head of Council