



Township of East Garafraxa
Electronic Council Meeting Minutes
Tuesday, December 13, 2022

The Council of the Township of East Garafraxa held an Electronic Meeting of Council by video conference at 10:00 a.m. on December 13, 2022.

Members Present: Mayor Guy Gardhouse
Deputy Mayor John Stirk
Councillor Lenora Banfield
Councillor Dave Halls
Councillor Jeremy Zukowski

Staff/Consultants Present: Susan Stone, CAO
Jessica Kennedy, Clerk
Alan Selby, Treasurer
Dave Knight, Director of Public Works
Richard Duiker, Public Works Operator ([Item 7.1.2](#))

1. Opening of Meeting

Meeting called to order.

2. Added Items (Late Submissions – If Any)

Resolution

MOVED BY BANFIELD, SECONDED BY STIRK
BE IT RESOLVED THAT

The agenda be amended by adding the following:

Under Section 15.5 Bill 23, More Homes Built Faster Act, 2022

15.5.1.1 Township of Amaranth Request for Clarification Letter dated December 9, 2022, to Town of Orangeville Letter dated November 30, 2022

CARRIED

3. Approval of Agenda

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

The agenda be approved as amended.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Nothing at this time.

5. Approval of Minutes

5.1 Electronic Council Meeting Minutes for November 29, 2022.

Resolution

MOVED BY ZUKOWSKI, SECONDED BY STIRK
BE IT RESOLVED THAT

The minutes of the Regular Electronic Council Meeting held November 29, 2022, be adopted as circulated.

CARRIED

5.2 Special (Hybrid) Council Meeting Minutes December 7, 2022.

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

The minutes of the Special (Hybrid) Council Meeting held December 7, 2022, be adopted as circulated.

CARRIED

5.3 Business arising from Minutes – None.

6. Public Question Period

Nothing at this time.

7. Delegation(s) / Presentation(s)

- 7.1 **Employee Service Award Recognition**
- 7.1.1 Susan Stone, CAO (40 Years)
- 7.1.2 Richard Duiker, Public Works Equipment Operator (20 Years)

Mayor Gardhouse presented Long Term Employee Service Award Recognitions to CAO, Susan Stone and Public Works Equipment Operator, Richard Duiker, noting the Township's appreciation of their commitment and dedication to the Township of East Garafraxa and it's residents.

8. Public Meeting(s)

Nothing at this time.

9. Unfinished Business

The following were received and/or dealt with:

- 9.1 **COVID-19 (Coronavirus) Update**
- 9.1.1 Updates

CAO Susan Stone provided an update regarding the implementation of hybrid meetings. Staff are currently working on technical upgrades and requirements in order to facilitate the holding of hybrid meetings (both in-person and virtual). A Special Council Meeting on December 7, 2022 was held in the hybrid format and staff noted improvements that need to be made prior to holding hybrid meetings going forward. Staff are also looking into funding available from the County of Dufferin for technical upgrades to allow hybrid meetings to be held for the Township Emergency Operations Centre/Municipal Facility.

Staff instructed to investigate options for holding hybrid meetings, and streaming of virtual meetings.

It was noted that some municipalities in Dufferin have reinstated a masking policy, which is still in effect in the Township offices.

- 9.2 **Rural Ontario Municipal Association (ROMA)**
- 9.2.1 [ROMA 2023: Breaking New Ground](#)

Conference registration to be confirmed in January.

10. Planning Department

The following were received and/or dealt with:

- 10.1 **Development Update(s)**

Nothing at this time.

- 10.2 **Municipal Comprehensive Review (MCR)**
- 10.2.1 Update

Municipal Comprehensive Review Agricultural system mapping to be provided to County Council in January. Staff and Township Consultants will be reviewing the draft mapping once received from the County, and providing comments and corrections, if any, prior to the draft mapping being provided to County Council and publicly.

10.3 **Nature's Landing West Subdivision Final Assumption**

10.3.1 R.J. Burnside and Associates Limited Final Assumption/Final Acceptance Letter dated October 3, 2022

10.3.1.1 Proposed Assumption By-Law (see [Item 19.5](#))

Resolution

MOVED BY STIRK , SECONDED BY HALLS

BE IT RESOLVED THAT

Council do hereby receive R.J. Burnside and Associates Limited Final Assumption/Final Acceptance letter dated October 3, 2022, with respect to the Nature's Landing West Subdivision;

And further that the Assumption By-Law be passed accordingly.

CARRIED

10.4 **County of Dufferin**

10.4.1 [Notice of Public Information Centre #1: Dufferin County Road 109 / 2nd Line Realignment, Dufferin County](#)

10.4.2 Notice of Public Information Centre #1: Dufferin County Road 109 / 2nd Line Realignment, Dufferin County, Dated December 1, 2022

Mayor Guardhouse to attend Public Information Centre #1 meeting on December 15, 2022. The realignment project has potential impacts on the Township

10.5 **County of Wellington**

10.5.1 Notice of Public Open House for OPA No. 120

10.6 **Bill 23, More Homes Built Faster Act, 2022**

10.6.1 Watson & Associates Economists Ltd. - Bill 23 received Royal Assent on November 28, 2022 (More Homes Built Faster Act) – November 29, 2022

10.6.2 Grand River Conservation Authority – Update on GRCA Programs & Services - Royal Assent of Bill 23 – December 7, 2022

10.7 **Town of Orangeville**

10.7.1 19 Glengarry Road, Committee of Adjustment Decision

11. Public Works Department

The following were received and/or dealt with:

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

Dave Knight, Director of Public Works reported on public works matters. Public Works Employees are preparing for Winter Control Operations, for the upcoming winter storm, Cogeco hookup at the shop scheduled for tomorrow.

Discussion ensued regarding Fibre Optics Projects in the Township.

11.2 **Rayburn Meadows Park**

11.2.1 Update

Wood fibre was added to the park last week. Inspection to occur this week. Topsoil and grass seed to be completed in spring of 2023. Temporary fencing has been placed around the park equipment and the park will be closed until

Spring 2023. Exterior inspection to be completed in spring for topsoil and pathway.

12. Treasury and Accounts

The following were received and/or dealt with:

12.1 Treasurer Report(s)

Nothing at this time.

12.2 Bills & Accounts

Resolution
MOVED BY STIRK , SECONDED BY BANFIELD
BE IT RESOLVED THAT

Bills and Accounts be paid in the amount of:

General \$ 133,693.20
Roads \$ 41,925.91

CARRIED

12.3 Ontario Municipal Partnership Fund (OMPF) Grant

12.3.1 Staff Report to Council

Resolution
MOVED BY HALLS, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

The Treasurer’s report OMPF Grant for 2023 be received.

CARRIED

Treasurer Alan Selby reported that the 2023 grant has decreased from the 2022 grant. Discussion ensued regarding percentage of farmland threshold for the Township and the potential impacts if the Township falls below the grant threshold. Staff directed to investigate impacts of incorrect assessment information with respect to the farm tax class.

12.4 Financial Results up to November 30th, 2022

12.4.1 Staff Report to Council

Resolution
MOVED BY HALLS, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

The Treasurer’s report on Budget Results up to November 30, 2022, be received.

CARRIED

Treasurer Alan Selby reported on the Township’s financial position, and provided recommendations regarding reserves, and goals for the 2023 and 2024 budgets, as well as impact of inflation. Mr. Selby noted that the Township appears likely to achieve an overall 2022 result that is close to budget, and any surplus or deficit amount is expected to be minor. Therefore, no further actions are recommended to be taken at this time.

12.5 Orton Community Association

12.5.1 Update

Draft Agreement has been forwarded to the Town of Erin for review.

13. County Council Business

The following were received and/or dealt with:

- 13.1 County Council Meeting(s)
 - 13.1.1 [December 8, 2022 Inaugural Council Meeting Agenda](#)

Mayor Mills from the Town of Shelburne was re-appointed as Warden for the County.

14. Committees

The following were received and/or dealt with:

- 14.1 Orangeville Public Library Board
 - 14.1.1 Letter Dated November 23, 2022 and 2023 Collection Agreement

Resolution
MOVED BY ZUKOWSKI, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby receive the Orangeville Public Library correspondence dated November 23, 2022 regarding the 2023 rate for non-resident membership of \$185.00 per membership effective as of January 1, 2023, to which East Garafraxa will reimburse the Orangeville Public Library Board one membership per household annually;

And further that the Mayor and CAO are authorized to execute the 2023 Collection Agreement.

CARRIED

- 14.2 Grand River Conservation Authority (GRCA) Joint Appointment
 - 14.2.1 Township of Melancthon Resolution for GRCA Appointment
 - 14.2.2 Township of Amaranth Resolution for GRCA Appointment

- 14.3 Credit Valley Conservation Authority (CVC) Joint Appointment
 - 14.3.1 Township of Amaranth Resolution for CVC Appointment

Council expressed dissatisfaction with the Joint Representative Appointment process wherein CVC announced the new representative appointment prior to confirmation from all participating municipalities.

Dufferin Municipal Provincial Offences Act Board (POA)

- 14.3.2 Appointment Letter Dated December 2, 2022

Resolution
MOVED BY STIRK , SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby appoint Alan Selby, Treasurer, to the Dufferin Municipal Provincial Offences Act (POA) Board, for the term of Council being 2022 to 2026, or as otherwise determined.

CARRIED

- 14.4 Dufferin Municipal Officers Association (DMOA)
 - 14.4.1 Meeting Minutes from October 28, 2022

15. General Business and Correspondence

The following were received and/or dealt with:

- 15.1 Ministry of the Environment, Conservation and Parks (MECP)
 - 15.1.1 Environmental Assessments (EA) Requirements for Advanced Recycling Facilities

- 15.2 **Ministry of Natural Resources and Forestry (MNR)**
- 15.2.1 Changes under the Oil, Gas and Salt Resources Act
- 15.3 **Ontario Tourism Education Corporation (OTEC)**
- 15.3.1 [Final Report for the Tourism and Hospitality Emergency Recovery \(THER\) Project](#)
- 15.4 **Dufferin Federation of Agriculture (DFA)**
- 15.4.1 Letters of Congratulations to Elected Council Members
- 15.5 **Bill 23, More Homes Built Faster Act, 2022**
- 15.5.1 Town of Orangeville Resolution and Letter
 - 15.5.1.1 **(ADDED)** Township of Amaranth Request for Clarification Letter dated December 9, 2022, to Town of Orangeville Letter dated November 30, 2022

Township of Amaranth letter requesting clarification from the Town of Orangeville received.
- 15.5.2 Town of Georgina Letter
- 15.5.3 Town of Aurora Letter
- 15.5.4 Norfolk County Letter
- 15.5.5 Town of Plympton-Wyoming Resolution
- 15.5.6 Municipality of Magnetawan Resolution
- 15.6 **Town of Petrolia**
- 15.6.1 Supporting Resolution from the Township of McGarry for Removal of Municipal Councillors under Prescribed Circumstances
- 15.7 **Township of Malahide**
- 15.7.1 Resolution and Letter to Health Canada Regarding Federal Cannabis Act Review
- 16. **Added Items (Late Submission – If Any)**
 - 16.1 **(ADDED)** Township of Amaranth Request for Clarification Letter dated December 9, 2022, to Town of Orangeville Letter dated November 30, 2022

Discussed under item 15.5.1.1
- 17. **New Business**

Nothing at this time.
- 18. **Closed Meeting – 11:12 a.m. to 11:32 a.m.**

Pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

 - 18.1 **Personal matters about an identifiable individual, including municipal or local board employees:**
 - 18.1.1 Citizen Board and Committee Appointments
 - 18.2 **Closed Meeting Minutes for November 29, 2022**
 - 18.3 **Closed Meeting Minutes for December 7, 2022**

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
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):

- 18.2 **Personal matters about an identifiable individual, including municipal or local board employees:**
- 18.2.1 Citizen Board and Committee Appointments
- 18.3 **Closed Meeting Minutes for November 29, 2022**
- 18.4 **Closed Meeting Minutes for December 7, 2022**

CARRIED

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby resume regular business in open session.

CARRIED

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby appoint the following public members to the Planning Advisory Committee (PAC) for the Term of Council being 2022 to 2026:

1. Ryan Stafford
2. Marty Papernick
3. Grant Evans
4. Amie Zukowski

CARRIED

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

Council do hereby appoint Christine Winder as the public member for the Upper Grand Watershed Committee, for the Term of Council being 2022 to 2026.

CARRIED

Resolution
MOVED BY STIRK , SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

Council do hereby appoint Deb Halls as the public member for the Grand Valley and District Community Centre Board (GVCC), for the Term of Council being 2022 to 2026.

CARRIED

Resolution
MOVED BY STIRK , SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

Council do hereby appoint Ryan Stafford as a Fence Viewer for the Township of East Garafraxa for the Term of Council being 2022 to 2026.

CARRIED

19. By-Law(s)

- 19.1 A By-Law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

Leave be given to introduce a By-Law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act, and that it be given the necessary readings and be passed and numbered 64-2022.

CARRIED

- 19.2 Being a By-Law to amend By-Law 5-2019, as amended, to govern the proceedings of the Council of The Corporation of The Township of East Garafraxa

Resolution
MOVED BY STIRK , SECONDED BY HALLS
BE IT RESOLVED THAT

Leave be given to introduce a By-Law to amend By-Law 5-2019, as amended, to govern the proceedings of the Council of the Corporation of the Township of East Garafraxa, and that it be given the necessary readings and be passed and numbered 65-2022.

CARRIED

- 19.3 Being a By-Law to establish a Committee of Adjustment

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

Leave be given to introduce a By-Law to establish a Committee of Adjustment, and that it be given the necessary readings and be passed and numbered 66-2022.

CARRIED

- 19.4 Being a By-Law to amend By-Law 17-2015, as amended, being a By-Law to prescribe a tariff of fees for planning matters, in the Township of East Garafraxa

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Leave be given to introduce a By-Law to amend By-Law 17-2015, as amended, being a By-Law to prescribe a tariff of fees for planning matters, in the Township of East Garafraxa, and that it be given the necessary readings and be passed and numbered 67-2022.

CARRIED

- 19.5 Being a Being a By-Law to provide for the assumption of the highways and to provide for the final acceptance of the public Works on various Blocks within Plan of Subdivision registered as Plan 7M-63 and also known as Subdivision File No. 22-T-07001 (Nature’s Landing West Subdivision)

Resolution
MOVED BY STIRK , SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

Leave be given to introduce a By-Law to provide for the assumption of the highways and to provide for the final acceptance of the public Works on various Blocks within Plan of Subdivision registered as Plan 7M-63 and also known as Subdivision File No. 22-T-07001 (Nature’s Landing West Subdivision), and that it be given the necessary readings and be passed and numbered 68-2022.

CARRIED

20. **Confirming By-Law**

- 20.1 A By-Law to Confirm the Proceedings of the Council of The Corporation of the Township of East Garafraxa at its meeting held on December 13, 2022

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT
Leave be given to introduce a By-Law to confirm the regular Electronic Meeting of Council of the Township of East Garafraxa for December 13, 2022, and that it be given the necessary readings and be passed and numbered 69-2022.

CARRIED

21. **Adjournment**

To meet again for the Regular Electronic Council Meeting on Tuesday, January 10, 2023, at 2:00 p.m. or at the call of the Chair.

Resolution
MOVED BY ZUKOWSKI, SECONDED BY BANFIELD
BE IT RESOLVED THAT
Council do now adjourn to meet again for the regular Electronic Council Meeting on Tuesday, January 10, 2023, at 2:00 p.m. or at the call of the Chair.

CARRIED

Jessica Kennedy (Original Signed)

Clerk

Guy Gardhouse (Original Signed)

Head of Council