



**Township of East Garafraxa**  
**Council Meeting Minutes**  
**Wednesday, April 12, 2023**

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The Council of the Township of East Garafraxa held an Electronic/Virtual Meeting of Council by video conference at 2:00 p.m. on Wednesday April 12, 2023.

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

Staff/Consultants Present: Peter Avgoustis, CAO  
Jessica Kennedy, Clerk  
Alan Selby, Treasurer  
Dave Knight, Director of Public Works  
Shannon Peart, Administration/Clerk's Dept.  
Jeff Wilker, Township Solicitor, Thomson Rogers (For Item [18.0](#))  
Paul Kitchen, Township Planning Consultant, Macaulay Shiomi  
Howson Ltd. (For Item [18.0](#))  
Carley Dixon and Gord Feniak, Township Engineers,  
R.J. Burnside & Associates Ltd. (For Item [18.0](#))

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**1. Opening of Meeting**

Meeting called to order.

**2. Added Items (Late Submissions – If Any)**

Nothing at this time.

**3. Approval of Agenda**

**Resolution**

**MOVED BY HALLS, SECONDED BY ZUKOWSKI**

**BE IT RESOLVED THAT:**

The agenda be approved as circulated.

**CARRIED**

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

Nothing at this time.

**5. Approval of Minutes**

5.1 Council Meeting Minutes for March 28, 2023

**Resolution**

**MOVED BY BANFIELD, SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Council do hereby adopt the minutes of the Regular Council Meeting held on March 28, 2023, as circulated.

**CARRIED**

5.2 Special Council Meeting Minutes April 3, 2023

**Resolution**

**MOVED BY STIRK, SECONDED BY ZUKOWSKI**

**BE IT RESOLVED THAT:**

Council do hereby adopt the minutes of the Special Council Meeting held on April 3, 2023, 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 Proclamation Request**

7.1.1 National Volunteer Week April 16 to April 22, 2023

Mayor Gardhouse read the National Volunteer Week proclamation.

**Resolution**

**MOVED BY STIRK , SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

April 16 to April 22, 2023 be proclaimed as National Volunteer Week;

And further that the correspondence dated April 4, 2023 be received.

**CARRIED**

**8. Public Meeting(s)**

Nothing at this time.

**9. Unfinished Business**

The following were received and/or dealt with:

**9.1 Grand Opening/Open House Discussion**

Mayor Gardhouse discussed the matter with Community Living Dufferin (CLD) Executive Director Robert Bingham, and CLD are interested in participating. Councillor Banfield discussed the matter with Theater Orangeville Artistic Director David Nairn, and Theatre Orangeville is interested and would like to hold the open house in September as their anniversary is in September. Councillor Banfield to setup a meeting with CLD and Theatre Orangeville to discuss ideas and report back to Council.

**9.2 Grand Valley & District Fire Board**

9.2.1 Master Fire Plan Annual Contribution Update

CAO Peter Avgoustis noted that the Master Fire Plan identifies the needs of the fire department and sets a direction for the future of the fire department. The Community Risk Assessment is mandatory and is to be in place in 2024 and is separate from the Master Fire Plan. An estimated amount of \$80,000 was provided for the Master Fire Plan. Matter to be considered during 2024 budget process.

**10. Public Works Department**

Nothing at this time.

**11. Treasury and Accounts**

The following were received and/or dealt with:

**11.1 Annual Development Charges**

11.1.1 Staff Report dated April 3, 2023

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

The Annual Report on Development Charges for 2022 be received.

**CARRIED**

- 11.2 **Tax Arrears Action**
- 11.2.1 Staff Report dated April 3, 2023

**Resolution**

**MOVED BY STIRK , SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

The report on Tax Arrears Action be received for information.

**CARRIED**

Treasurer Alan Selby noted that tax arrears are up from the previous year and some accounts are in three-year arrears.

**12. County of Dufferin Business**

- 12.1 **County Council Meeting(s)**
- 12.1.1 [April 4, 2023 Special Meeting County Council Meeting Agenda](#)
- 12.1.2 [April 13, 2023 Statutory Public Meeting](#)
- 12.1.3 [April 13, 2023 Regular County Council](#)

**13. Committees**

The following were received and/or dealt with:

- 13.1 **2:30 p.m. CTC Source Protection Committee**
- 13.1.1 CTC Source Protection Plan Section 34 Amendments – Stephanie Charity and Dwight Smikle, R.J. Burnside and Associates Limited
- 13.1.1.1 R.J. Burnside and Associates Limited Letter dated March 28, 2023

Stephanie Charity, Township Risk Management Official from R.J. Burnside and Associates Limited shared a presentation regarding CTC Source Protection Plan Section 34 Amendments. The presentation included a summary of amendments, and a resolution for the Council to consider.

**Resolution**

**MOVED BY HALLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

Council receive the letter dated March 28, 2023 regarding Section 34 amendments to the CTC Source Protection Plan;

That Council hereby supports the proposed updated to the CTC Source Protection Plan outlined in the pre-consultation notice dated March 10, 2023;

And further that staff be directed to forward a copy of this resolution to the Credit Valley Source Protection Authority.

**CARRIED**

- 13.2 **Credit Valley Conservation Authority (CVC)**
- 13.2.1 Resolution Approving CVC's 2023 Budget
- 13.2.2 CVC Staff Report dated March 10, 2023
- 13.3 **Grand River Conservation Authority (GRCA)**
- 13.3.1 GRCA General Membership Motions
- 13.3.1.1 GRCA Inventory of Programs and Services Update dated March 24, 2023
- 13.3.1.2 Communication #3 – Update on GRCA Programs and Services dated March 21, 2023
- 13.3.1.3 Progress Report #4 dated March 24, 2023
- 13.4 **Grand Valley Medical & Dental Board**
- 13.4.1 Letter dated March 23, 2023 to Dissolve the Board

Councillor Banfield noted the advantages and disadvantages of continuing the Board and noted budgetary matters to be considered. It was also noted that

the Board agreement requires 1 year's written notice to cease participation. Matter to be discussed further after additional Board meetings.

**13.5 Upper Grand Watershed Committee**

13.5.1 Township of Melancthon Letter dated March 17, 2023 – Discontinuation of Participation in the Upper Grand Watershed Committee

Committee to be dissolved.

**14. General Business and Correspondence**

The following were received and/or dealt with:

**14.1 City of Vaughan**

14.1.1 Acknowledgment of Receipt of Township Correspondence, Ontario School Board Elections

**14.2 Town of Orangeville**

14.2.1 Development of Terms of Reference for a Traffic and Road Safety Study Funded by MTO for the Full Length of Highway 10

**14.3 Town of Shelburne**

14.3.1 Public Safety County Wide Communication System in Dufferin County

**14.4 Town of Fort Frances**

14.4.1 Ontario School Board Elections

**14.5 Township of Howick**

14.5.1 CN Railway Contribution Requirements Under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario

**14.6 Town of Plympton-Wyoming**

14.6.1 Declaring Intimate Partner Violence and Violence Against Women an Epidemic

14.6.2 Reducing Municipal Insurance Costs

14.6.3 Retaining Surplus Proceeds from Tax Sales

14.6.4 Bill 5, Stopping Harassment and Abuse by Local Leaders Act

**14.7 Support for Huron County's Call for Cannabis Act Review**

14.7.1 Municipality of West Perth

14.7.2 Municipality of South Huron

**14.8 School Bus Stop Arm Cameras**

14.8.1 Municipality of North Perth

14.8.2 Township of Howick

Mayor Gardhouse noted that Dufferin County Council have previously put forward a resolution of support regarding this matter.

**14.9 Ministry for Seniors and Accessibility**

14.9.1 Inviting Council to submit a Nomination for the 2023 Ontario Senior of the Year Award

Discussion ensued regarding nominations. Mayor Gardhouse to investigate further.

**14.10 Top Aggregate Producing Municipalities of Ontario (TAPMO)**

14.10.1 [TAPMO News Release](#)

**14.11 Business Excellence in Dufferin**

14.11.1 Nominations for 2023 Business Excellence Awards

15. Added Items (Late Submission – If Any)

Nothing at this time.

16. New Business

- 16.1 Westside Secondary School
- 16.1.1 Commencement Ceremony Donation Request

Last Three Years Donations	
Year	Donation
2020	\$150
2021	\$150
2022	\$150

Motion of support to be considered at the April 25, 2023 Council meeting.

- 16.2 Alzheimer Society of Dufferin County
- 16.2.1 Walk for Alzheimer’s Sponsorship

The Township will not be participating at this time.

17. Planning Department

- 17.1 Pine Ridge Estates Proposed Subdivision S2-20 and Rezoning Application Z11-20 471019 A Line West Part Lot 1, Concession B
- 17.1.1 Consultant Planning Report dated April 4, 2023

CAO Peter Avgoustis reported that the proposed motion provides flexibility with respect to lands to be deeded to the Credit Valley Conservation Authority and does not limit negotiations. Mr. Avgoustis noted that the engineering report enclosed in the Planning Report supports the development of 12 residential lots.

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

The Consultant Planning Report dated April 4, 2023, Plan of Subdivision Application S2-20 and Rezoning Application Z11-20 471019 A Line West Part Lot 1, Concession B be received;

That the Applicant demonstrate that there is adequate water supply as well as demonstrating that there will not be unacceptable off-site impacts due to the water taking proposed by the development following the Ministry of Environment (MECP) Procedure D-5-5 Private Wells: Water Supply Assessment;

That Plan of Subdivision Application S2-20 be approved with conditions that will need to be prepared by Township staff based on a revised limits of development keeping in general form to RJ Burnside limits of development, subject to considering any additional comments received prior to Council’s decision; and

That Rezoning Application Z11-20 be approved with conditions, subject to considering any additional comments received prior to Council’s decision.

CARRIED

A recess was held from 2:40 p.m. to 2:58 p.m.

Alan Selby, Treasurer, Dave Knight, Director of Public Works and Shannon Peart, Administration/Clerk’s Dept. left the meeting prior to the Closed Session and did not return to the Council meeting.

**18. Closed Meeting – 3:00 p.m. to 5:56 p.m.**

**Township Solicitor Jeff Wilker, Thomson Rogers, Township Engineers Gord Feniak and Carley Dixon R.J. Burnside and Associates Limited, and Township Planning Consultants Liz Howson and Paul Kitchen, Macaulay Shiomi Howson Ltd.**

**Resolution**

**MOVED BY STIRK , SECONDED BY ZUKOWSKI**

**BE IT RESOLVED THAT:**

Council do hereby move to into a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

**18.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;**

**A proposed or pending acquisition or disposition of land by the municipality or local board; and**

**Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board:**

**18.1.1 Ontario Land Tribunal (OLT) Appeal – Marsville Estates Inc. (MEI)**

**18.1.2 Marsville Development Workshop**

**18.2 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board:**

**18.2.1 Negotiations with Local Community Groups**

**18.3 April 3, 2023 Closed Meeting Minutes**

**CARRIED**

**Resolution**

**MOVED BY HALLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

Council resume regular business. Staff and Consultants instructed in accordance with Closed Meeting discussions.

**CARRIED**

**19. By-Law(s)**

Nothing at this time.

**20. Confirming By-Law**

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on April 12, 2023, and that it be given the necessary readings and be passed and numbered 17-2023.

**CARRIED**

**21. Adjournment**

To meet again for the Regular Electronic Council Meeting on Tuesday, April 25, 2023, at 2:00 p.m. or at the call of the Chair.

**Resolution**  
**MOVED BY HALLS, SECONDED BY ZUKOWSKI**  
**BE IT RESOLVED THAT:**  
Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, April 25, 2023, at 2:00 p.m., or at the call of the Chair.

**CARRIED**

**Jessica Kennedy (Original Signed)**  
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Clerk

**Guy Gardhouse (Original Signed)**  
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Head of Council