



**Township of East Garafraxa**  
**Council Meeting Minutes**  
**Tuesday, May 9, 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 Tuesday, May 9, 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.

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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 STIRK**  
**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 Electronic Council Meeting Minutes for April 25, 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 April 25, 2023, as circulated.

**CARRIED**

5.2 Business arising from Minutes – None.

**6. Public Question Period**

Nothing at this time.

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

7.1 **2:15 p.m. Township of East Garafraxa Road Needs Study, Henry Centen and Arunas Kalinauskas, R.J. Burnside & Associates Limited**

7.1.1 Road Needs Study dated April 2023

7.1.2 Presentation

Henry Centen and Arunas Kalinauskas from R.J. Burnside & Associates Limited presented a PowerPoint presentation regarding the findings of the 2022 Road Needs Study for the Township of East Garafraxa. Mr. Centen presented the purpose, road network inventory, traffic estimates, hardtop road condition/needs, gravel road condition/needs, lifecycle improvement matrix, degradation curves, useful life, improvement costs, improvement priority, upgrading of surface type (gravel to hardtop), other road needs, and the ten-year capital plan/budget.

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

Council do hereby receive the R.J. Burnside and Associates Limited Road Needs Study dated April 2023;

And further that:

- 1. The information be incorporated into the Township Asset Management Plan; and
- 2. The Capital Plan section be incorporated into the Township’s 2024 Budget.

**CARRIED**

7.2       **2:30 p.m. Orangeville Library Board; Library Board Chair Sheri Marks and CEO Darla Fraser**

7.2.1      Presentation

Sheri Marks and Darla Fraser from the Orangeville Library presented a PowerPoint presentation regarding the Strategic Plan and vision for the future of the Orangeville Library.

Council is invited to participate in library card reimbursement discussion. Meeting to be scheduled.

7.3       **Trailer Agreement Extension Request**

7.3.1      Resident Request Letter

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

WHEREAS the owners of 182198 20 Sideroad, West Part Lot 20, Parcels 6 & 7, Concession 12, entered into an agreement to have a construction site trailer on the property while constructing a new dwelling;

AND WHEREAS the owners have requested a further extension of the agreement;

NOW THEREFORE Council hereby grant an extension of the agreement to December 31, 2023, all other clauses contained within the original September 18, 2019 agreement shall apply.

**CARRIED**

7.4       **Pickleball Court – Nature’s Landing Park Sports Court**

7.4.1      Resident Request Letter

Jessica Kennedy, Clerk advised that a previous request had been discussed by Council and it was determined that the existing lines on the sports court and the tennis court net could accommodate one game of pickleball. When investigating the previous request, it was determined that new panels would be required to add any additional lines on the sports court and would require

replacement of all the sports court tiles. Dave Knight, Director of Public Works noted the lines aren't official pickleball court dimensions, however, would be adequate for one game of pickleball. Mr. Knight advised that replacement parts have been ordered for the tennis net gearbox that had been broken.

Council declined the request at this time. Staff directed to advise the resident accordingly.

**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**

Councillor Banfield advised that the event will be held on September 9<sup>th</sup> from Noon to 4:00 p.m. Marsville Lions and Orton Community Association to volunteer. Councillor Banfield to meet with Community Living Dufferin and Theatre Orangeville to discuss and formalize details.

September 9<sup>th</sup> date to be discussed further due to potential conflict with the International Plowing Match volunteer meeting.

**9.2 Hybrid Meeting Systems (Verbal Update)**

Jessica Kennedy, Clerk provided a verbal update on the investigations of hybrid meeting systems for the Township Council Chambers. Ms. Kennedy participated in a demo with the County of Dufferin, has been in contact with local municipalities, and has contacted audio-visual companies for quotes. An IT Department staff member has been assigned to the project should the Township move forward with the project. Further information to be provided in a staff report to Council.

**9.3 Fence Viewers**

**9.3.1 Staff Report dated May 1, 2023**

Applications received were discussed in the Closed Session.

**Resolution**

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

Further to the appointment made on December 13, 2022;

Council do hereby appoint Dave Logan and Michael Johnson as Fence Viewer(s) for the Township of East Garafraxa for the Term of Council being 2022 to 2026.

**CARRIED**

**10. Public Works Department**

Nothing at this time.

**11. Treasury and Accounts**

Nothing at this time.

**12. Planning Department**

The following were received and/or dealt with:

**12.1 Committee of Adjustment Public Hearings**

**12.1.1 Staff Report dated May 4, 2023**

Discussion ensued regarding Committee of Adjustment Public Hearing scheduling of meetings. A Committee meeting is to be scheduled for Wednesday, May 24, 2023 at 2:00 p.m., May 24, 2023 Council meeting to start at 3:00 p.m. to accommodate the Committee meeting.

Committee meeting scheduling to be discussed further at a future Council meeting.

**12.2 Dufferin County**

**12.2.1 Building Permits Uploads to MPAC for March 2023**

**13. County Council Business**

The following were received and/or dealt with:

**13.1 County Council Meeting(s)**

**13.1.1 May 11, 2023 County Council Meeting Agenda**

**13.1.2 [April 13, 2023 Council Meeting Video \(YouTube\)](#)**

**13.1.3 [April 13, 2023 Public Meeting Video \(YouTube\)](#)**

**13.2 Emergency Management**

**13.2.1 2022 Annual Compliance Letter dated May 4, 2023**

**13.2.2 Emergency Management Forum – May 31, 2023**

**13.3 Waste Services**

**13.3.1 Blue Box Transition Correspondence**

**13.3.1.1 County of Dufferin Staff Report**

**14. Committees**

The following were received and/or dealt with:

**14.1 Grand Valley & District Community Centre**

**14.1.1 Expansion Project Resolution**

Staff directed to contact Grand Valley to discuss Community Centre expansion project financing.

**14.1.2 Minutes from March 13, 2023**

**14.2 Grand Valley and District Fire Board**

**14.2.1 Fire Department Regulatory By-Law Letter dated March 15, 2023**

**14.2.1.1 Proposed By-Law (See Item [19.1](#))**

Motion and By-Law passed under [Item 19.1](#).

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

**14.3.1 Summary of the General Membership Meeting – April 28, 2023**

**15. General Business and Correspondence**

The following were received and/or dealt with:

**15.1 [Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023 – Legislative Assembly of Ontario \(ola.org\)](#)**

Mayor Gardhouse noted the County of Dufferin will be providing comments on Bill 97 and expects them to be included on the next County Council agenda.

15.2      **2023 International Plowing Match**

15.2.1    Plowing Match Press Release

15.2.2    Beautification Competition Flyer

15.3      **Town of Orangeville**

15.3.1    Committee of Adjustment

15.3.1.1   Decision A03-23

15.3.1.2   Decision A02-23

15.4      **Township of Amaranth**

15.4.1    Township Shared and Combined Services Resolution

**Resolution**

**MOVED BY HALLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT**

Council do hereby support the Township of Amaranth resolution dated April 5, 2023 with respect to shared and combined services.

**CARRIED**

15.5      **Provincial Highway 10 Road Safety and Traffic Study**

15.5.1    Town of Mono

15.5.2    Township of Mulmur

15.6      **Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022**

15.6.1    Dufferin County

15.6.2    Township of Mulmur

15.6.3    Town of Orangeville

15.6.4    West Lincoln

15.6.5    Town of Cobourg

15.7      **Enbridge Charges**

15.7.1    Enbridge Locate Charge Letter dated May 3, 2023

15.7.2    Township of Melancthon Letter to the Association of Ontario Road Supervisors dated April 24, 2023

15.7.3    Municipality of Shuniah Resolution

15.8      **Dufferin Board of Trade**

15.8.1    2023 Business Excellence Awards Gala & Annual General Meeting May 18, 2023

15.9      **County of Wellington**

15.9.1    Notice of Adoption to an Official Plan Amendment

15.10     **Regional Municipality of Waterloo**

15.10.1   Protecting the Privacy of Candidates and Donors

15.11     **Township of Alnwick/Haldimand**

15.11.1   Future Accuracy of the Permanent Register of Electors

15.11.2   Call to the Provincial Government to End Homelessness in Ontario

15.12     **Retaining Surplus Proceeds from Tax Sales**

15.12.1   Greater Napanee Supports Town of Essex

15.12.2   Town of Cobourg Supports Town of Essex and Town of Plympton-Wyoming

15.12.3   Municipality of Dysart et al Supports Town of Essex

15.13     **City of Port Colborne**

15.13.1   Support the Town of Grimsby regarding Changes to the Municipal Heritage Register

- 15.14     **Town of Cobourg**
- 15.14.1   Support for the Town of Town of Plympton-Wyoming Regarding Reducing Municipal Insurance Costs
  
- 15.15     **School Bus Stop Arm Cameras**
- 15.15.1   Town of Cobourg Supports the Municipality of North Perth
- 15.15.2   Town of Bracebridge
  
- 15.16     **Northumberland County**
- 15.16.1   Association of Municipalities of Ontario's (AMO) Call to Action on Housing and Homelessness
  
- 15.17     **Township of Puslinch**
- 15.17.1   Roadside Litter on Highway 401 Resolution
  
- 15.18     **Ontario's Broadband and Cellular Strategy**
- 15.18.1   New Interactive High Speed Internet Map
  
- 15.19     **Ontario News**
- 15.19.1   [Ontario to Celebrate the Coronation of His Majesty King Charles III May 6, 2023](#)

**16.   Added Items (Late Submission – If Any)**

Nothing at this time.

**17.   New Business**

- 17.1     **Procedural By-Law Review**
- 17.1.1   Staff Report

Discussion ensued regarding the Procedural By-law Review. Council members to provide comments, suggestions and feedback, by email, to the Clerk for consideration. Draft by-law to be presented to Council at a future Council meeting.

**Resolution**

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

Council receive the staff report dated April 25, 2023 regarding the Procedural By-Law review;

And further that Council direct staff to proceed with the Procedural By-Law review as directed.

**CARRIED**

**18.   Closed Meeting – 4:18 p.m. to 6:03 p.m.**

Alan Selby, Treasurer, Dave Knight, Director of Public Works and Shannon Peart, Administration/Clerk's Department left the meeting prior to the Closed Meeting and did not return to the open session of the meeting.

**Resolution**

**MOVED BY ZUKOWSKI, SECONDED BY HALLS  
BE IT RESOLVED THAT:**

A Closed Meeting of Council be held 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   Fence Viewer Appointments

- 18.2

**Personal matters about an identifiable individual, including municipal or local board employees; and Labour relations or employee negotiations:**
- 18.2.1

Employee Compensation
- 18.3

**Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board:**
- 18.3.1

By-Law Enforcement Matter
- 18.4

**Closed Meeting Minutes for April 12, 2023 and April 25, 2023**
- CARRIED

**Resolution**  
**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**  
**BE IT RESOLVED THAT**  
Council do hereby resume regular business in open session. Staff instructed in accordance with the Closed Meeting discussions.

CARRIED

19. By-Law(s)

- 19.1

**Grand Valley and District Fire Department Regulatory By-Law**
- Resolution**  
**MOVED BY STIRK , SECONDED BY HALLS**  
**BE IT RESOLVED THAT**  
Leave be given to introduce a By-Law, being a By-Law to Establish & Regulate the Grand Valley & District Fire Department and to repeal By-Law Number 29-2013, and that it be given the necessary readings and be passed and numbered 19-2023
- CARRIED
- 19.2

**Road Widening – Consent File B1-21 and B2-21 (Leitch)**
- Resolution**  
**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**  
**BE IT RESOLVED THAT**  
Leave be given to introduce a By-Law, being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 6, Concession 16, being Parts 1, 2 and 3 on RP 7R-6742; in the Township of East Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 20-2023
- CARRIED
- 19.3

**Road Widening – Consent File B5-21 (Lundy)**
- Resolution**  
**MOVED BY HALLS, SECONDED BY STIRK**  
**BE IT RESOLVED THAT**  
Leave be given to introduce a By-Law, being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 9, Concession 17, being Part 3 on RP 7R-6759; in the Township of East Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 21-2023
- CARRIED

20. Confirming By-Law

**Resolution**  
**MOVED BY HALLS, SECONDED BY ZUKOWSKI**  
**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

May 9, 2023, and that it be given the necessary readings and be passed and numbered 22-2023.

**CARRIED**

**21. Adjournment**

**Resolution**  
**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**  
**BE IT RESOLVED THAT**  
Council do now adjourn to meet again for the Regular Electronic Council Meeting on Wednesday, May 24, 2023, at 3:00 p.m., or at the call of the Chair.

**CARRIED**

<div><div><b>Jessica Kennedy (Original Signed)</b></div><div></div></div>	<div><div><b>Guy Gardhouse (Original Signed)</b></div><div></div></div>
Clerk	Head of Council