



Township of East Garafraxa
Regular Council Meeting Minutes

June 24, 2025, 4:00 p.m.
In-Person and Virtual (Hybrid)
065371 Dufferin County Road 3, Unit 2, East Garafraxa ON L9W 7J8

Council Members Mayor Guy Gardhouse

Present:

Deputy Mayor John Stirk
Councillor Lenora Banfield
Councillor Dave Halls
Councillor Jeremy Zukowski

Staff/Consultants Dave Knight, Director of Public Works

Present:

Alan Selby, Treasurer
Jessica Kennedy, Clerk
Jennifer Maestre, Township Planning Consultant, Fotenn
Consultants Inc.
Matthew Wick, Manager, Capital Delivery and Environmental
Services
Heidi Dorscht, Administrative Support Specialist, Clerk's Dept.

1. Meeting Notice

Meeting was held as a hybrid meeting, with in-person and remote participation.

Mayor Gardhouse, Deputy Mayor Stirk and Councillors Banfield, Halls and Zukowski were in attendance in-person.

2. Opening of Meeting

Mayor Gardhouse called the meeting to order.

3. Approval of Agenda

Resolution :

Moved by: Councillor Zukowski

Seconded by: Councillor Banfield

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

Resolution :

Moved by: Councillor Halls

Seconded by: Deputy Mayor Stirk

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Regular Council Meeting held on June 10, 2025, as circulated.

CARRIED

5.2 Business arising from Minutes

Nothing at this time.

6. Public Question Period

Nothing at this time.

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

Nothing at this time.

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

Mayor Gardhouse provided remarks on how to provide comments.

Resolution :

Moved by: Councillor Halls

Seconded by: Deputy Mayor Stirk

BE IT RESOLVED THAT: Council do now hold a Statutory Public Meeting pursuant to the Planning Act, R.S.O. 1990, c. P.13, to consider the following application(s):

Consent Application B1-25 by applicant Everett Lusk, VanHarten Surveying, owner(s) Edward and Anne Woods for property location 151371 12th Line, Part of Lot 6 & 7, Concession 13; and

Zoning By-Law Amendment Application Z7-24 by applicant GSP Group c/o Hugh Handy, owner(s) Woodrill Farms Inc. c/o Greg Hannam for property location 062160 Dufferin County Road 3, Concession 12, West Part Lot 5.

8.1 Consent Application B1-25; 151371 12th Line

Jennifer Maestre, Fotenn Consultants, the Township's Planning Consultant attended remotely and provided a summary of Consent Application B1-25 for property located at 151371 12th Line.

The purpose of the application is to create a new parcel for agricultural purposes. The proposed severed parcel will have an area of 41.2 ha/101.81 ac, while the proposed retained parcel will have an area of 23.6 ha / 58.32 ac.

The subject property is designated Agricultural and Environmental Protection under the Township Official Plan and zoned Agricultural (A) and Environmental Protection (EP) under the Township Zoning By-Law.

The following comments were received:

- **RJ Burnside (Township Engineers)** (May 26, 2025): No comments.
- **Stovel and Associates** (May 26, 2025): SAI focused our efforts on the MDS I provisions and did not complete an evaluation of the agricultural policies. Additional Information is required from the applicant with regards to the MDS assessment.
- **County of Dufferin** (June 2, 2025):

Building Services: If approved, we require a condition be added to the committee's decision that the applicant provide an approved letter of lot suitability prepared by the County of Dufferin Building Department that the lot can accept the installation of a sewage system.

Planning Division:

- The County Planning division is of the opinion that the proposed severance would not maintain the current agricultural capabilities of the subject lands since the retained parcel is proposed to be only ~23.6 hectares in size, a size that would be unable to support any farm operations outside of a hobby farm.
 - The County is not supportive of the proposed consent application and requests that Township staff recommend the denial of this application due to its non-conformity with the County Official Plan.
- **GRCA** (June 2, 2025): No objection to the proposed consent application.

- **Dufferin Federation of Agriculture** (June 12, 2025):
 - DFA is in support of Dufferin County Planning Department comments to not approve the application.
 - DFA endorses the agricultural policies in the Provincial Policy Statement (PPS) that require municipalities to protect prime agricultural areas for long-term agricultural use. The PPS provides for limited lot creation in prime agricultural areas. DFA supports lot creation only under those very limited circumstances. Furthermore, DFA endorses the Dufferin County Official Plan's minimum size of 40 ha.

Fotenn Planning + Design on behalf of the Township

Based on planning policy review, the severed lands meet the minimum size requirements of 20 ha for Agricultural Severances under the Township Official Plan. Further review regarding compliance with the Township's Official Plan will be conducted.

Discussion ensued regarding the County of Dufferin Planning Services comments recommending refusal of the application. Ms. Maestre advised that the Township is currently engaging with the County to try to address the comments regarding prime agricultural land fragmentation and will advise of the properties being severed to recreate original Township parcels. It was noted that the property should not be considered a hobby farm.

Applicant, Everett Lusk, Van Harten Surveying was in attendance in-person along with the property owners, Ted and Anne Woods, and neighbouring property owners who are in attendance in support of the application. Pre-consultation meeting was held with the Township's Planner and staff in February 2024. The concept received support during that meeting which guided the preparation of the application. The proposed severance complies with the Township of East Garafraxa zoning by-law requirements for agricultural lots, including minimum size, the severance is in conformity with the Township of East Garafraxa Official Plan. The application would reestablish the original Township lots, which is permitted under the Township's Official Plan. A potential building envelope of 0.5 hectare is identified on the site plan submitted with the application.

There were no comments from the public.

8.1.1 Notice of Complete Application and Public Meeting dated May 21, 2025

8.1.2 Fotenn Consultant, Township Planning Consultant Presentation

8.2 Zoning By-Law Amendment Z7-24; 062160 Dufferin County Road 3

Jennifer Maestre, Fotenn Consultants, the Township's Planning Consultant, attended remotely and provided a summary of Zoning By-Law Amendment Application Z7-24 for property located at 062160 Dufferin County Road 3.

The property is currently used for farming purposes within the Agricultural zone and agricultural related use within the portion of the property zoned Industrial (M1). The Zoning By-law Amendment application proposes to rezone the area currently zoned Industrial (M1), and a portion of the property zoned Agricultural (A) to an Agricultural Exception (A-XX) zone. The Zoning By-law Amendment proposes to continue the existing agricultural related uses as well as an expanded area on the property dedicated to those uses.

The subject property is designated Agricultural and Environmental Protection under the Township Official Plan and zoned Industrial (M1) and Agricultural (A) under the Township Zoning By-Law.

This Application is related to Site Plan Amendment Application File SPA4-24, which is currently under review.

The current Industrial Zone (M1) permits the existing use of the property for grain handling, storage and drying, crop supply (seed, crop protection), storage and shipping, equipment maintenance, scale house / office, farming services (planting, harvesting, fertilizer spreading, tillage), grain and crop supply trucking. The proposed Zoning By-law Amendment application carries forward those existing permitted uses and adds additional permitted uses to the property which includes pesticide storage, bulk fertilizer storage and blending; and a single detached dwelling which currently legal non-complying.

In addition, the proposed application intends to carry forward the existing Industrial (M1) zone standards to the proposed Agricultural Exception (A-XX) zone. This includes a maximum lot coverage of 25%, a minimum lot area of 6 hectares, a minimum interior side yard of 6 metres, a minimum rear yard of 7.5 metres, and a minimum landscape open space requirement of 20%.

The following comments have been received to date with respect to the Zoning By-Law Amendment Application and the Site Plan Amendment Application:

- **Hydro One** (May 23, 2025): No objections
- **Stovel and Associates Inc.** (April 17, 2025): Given the application's link to Site Plan Control, it is recommended that a Holding (H) provision be applied, to be lifted upon Site Plan Agreement execution. Minor wording suggestions have also been provided on the draft Zoning By-law Amendment.

- **RJ Burnside and Associates Limited**
 - Hydrologist (May 13, 2025): No comments
 - Engineering (May 26, 2025): Comments with respect to fire route compliance, Stormwater Management (SWM) and site lighting, to be addresses through the Site Plan Amendment process.
- **Enbridge** (May 12, 2025): No objections
- **Grand River Conservation Authority** (May 28, 2025): No concerns
- **Ontario Power Generation** (May 30, 2025): No comment
- **Rogers** (May 16, 2025): No comments
- **County of Dufferin** (June 2, 2025): No Objections
- **Six Nations** (June 3 2025): No concerns
- **Dufferin Peel Catholic District School Board** (May 28, 2025): No comments

Discussion ensued regarding the proposed zoning change from Industrial to Agricultural Exception. It was noted that the uses would be more suitable in an Agricultural zone and if the industrial zone is expanded there would be additional Minimum Distance Separate (MDS) requirements that would be implemented.

The Applicant, Hugh Handy, GSP Group was in attendance in-person and introduced consultant Jenna Wenzel, GSP Group, and owner Greg Hannam who were also in attendance in-person. Consultant Cameron Moffat, MTE, was in attendance remotely. A summary of the presentation was provided, highlighting the following:

- brief overview of Woodrill company
- proposed expansion and noted that the expansion incorporates projected business growth for the next 10 years
- fertilizer storage main addition and then grain storage
- change in zoning from Industrial zone to Agricultural Exception zone

Discussion ensued regarding the proposed zone change and the potential changes to the property tax class. It was noted that there is a potential that the tax class for the property could change as a result of the rezoning.

8.2.1 Notice of Public Meeting dated May 28, 2025

8.2.2 Fotenn Consultant, Township Planning Consultant Presentation

8.2.3 GSP Group (Applicant) Presentation

8.3 Public Meeting Adjournment

Resolution :

Moved by: Councillor Banfield

Seconded by: Councillor Zukowski

BE IT RESOLVED THAT: Council do hereby adjourn the Public Meeting and resume regular business.

CARRIED

9. Unfinished Business

Nothing at this time.

10. Notice of Motion(s)

Nothing at this time.

11. Staff / Consultant Report(s)

11.1 Entrance Upgrade Guidelines

Resolution :

Moved by: Councillor Halls

Seconded by: Deputy Mayor Stirk

BE IT RESOLVED THAT:

Council accepts the report titled Entrance Upgrade Guidelines dated June 17, 2025, for information AND THAT.

Council adopts the policy, that all cost to private entrance ways associated with Capital Works be include in the project cost up to the property line. And that any other works such as landscaping, or replacement of any other enhancement encroaching onto Township property be excluded.

CARRIED

11.2 Budget Variance Report to May 31, 2025

Resolution :

Moved by: Councillor Banfield

Seconded by: Councillor Zukowski

BE IT RESOLVED THAT: The Treasurer's May 31, 2025 Budget Variance Report be received.

CARRIED

12. County of Dufferin Business

12.1 County Council Meeting June 26, 2025

13. Local Boards and Committees

13.1 Grand Valley Public Library Board

13.1.1 Request for Funding to Conduct a Viability Study (242 Water St., Grand Valley)

Resolution :

Moved by: Councillor Banfield

Seconded by: Deputy Mayor Stirk

BE IT RESOLVED THAT: Council support the Grand Valley Public Library Board request regarding use of development charges funds to conduct a viability study for property location 242 Water Street, Grand Valley, for a new library facility;

And further that a motion be brought forward following the procurement process regarding costing for the study and the use of funds from the Township Development Charges reserve.

CARRIED

13.1.2 Meeting Minutes for May 12, 2025

14. General Business and Correspondence

14.1 Item(s) Extracted from the Information Items Package (if any)

Nothing at this time.

14.2 Township of Wellington North

14.2.1 Notice of Public Meeting - Comprehensive Zoning By-Law 66-01 (Housekeeping Amendments)

15. New Business

Nothing at this time.

16. Closed Meeting

Nothing at this time.

17. By-Law(s)

Nothing at this time.

18. Confirming By-Law

Resolution :

Moved by: Deputy Mayor Stirk

Seconded by: Councillor 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 June 24, 2025, and that it be given the necessary readings and be passed and numbered 27-2025.

CARRIED

19. Adjournment

Meeting adjourned at 4:50 p.m.

Resolution :

Moved by: Councillor Banfield

Seconded by: Councillor Halls

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Regular Council Meeting on Tuesday, July 22, 2025, at 4:00 p.m., or at the call of the Chair.

CARRIED

Mayor

Clerk