



**Township of East Garafraxa  
Special Council Meeting Minutes**

**January 29, 2025, 4:30 p.m.  
In-Person and Virtual (Hybrid)  
065371 Dufferin County Road 3, Unit 2, East Garafraxa ON L9W 7J8**

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

Staff/Consultants: Peter Avgoustis, CAO  
Dave Knight, Director of Public Works  
Alan Selby, Treasurer  
Jessica Kennedy, Clerk  
Matthew Wick, Manager Capital Delivery and Environmental Services

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**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. Councillor Zukowski arrived at 5:19 p.m.

**2. Opening of Meeting**

Mayor Gardhouse called the meeting to order.

**3. Approval of Agenda**

Moved by: Councillor Banfield  
Seconded by: Councillor Halls

BE IT RESOLVED THAT: The Special Council (Budget) Meeting agenda be approved as circulated.

**CARRIED**

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

Nothing at this time.

## **5. Staff / Consultant Report(s)**

### **5.1 2025 Draft Budget**

Alan Selby, Township Treasurer, presented the powerpoint presentation regarding the 2025 Draft Budget.

The presentation included:

- Year-end projections for 2024 and an overview of 2025.
- Highlights including service level increases.
- Data table of high-level totals.
- Municipal comparators.
- 2024-2031 Updated Capital Plan.
- Next steps in the budget process.

Comparators were provided from surrounding municipalities, including:

- 2024 property tax rates and cost-of-living percentages.
- 2025 proposed and/or adopted rates for property taxes and cost-of-living adjustments.

East Garafraxa's 2025 draft proposed budget was presented with a 10.31% tax rate after assessment growth and the application of some surplus amounts, not including the blended rate with the County of Dufferin.

The 2025 draft budget overview and corresponding documents circulated in the agenda package were reviewed in detail and discussed.

A recess was held from 6:15 p.m. to 6:28 p.m.

A new reserve for potential Ontario Land Tribunal (OLT) appeals was proposed. The aggregate pits assessment appeals reserve amount may be considered for another use if not required but is recommended to be retained in the reserve until at least 2026.

2025 Capital Works Plan: Three large capital projects were proposed:

- Paving of A Line from Old Carriage Road and the intersection of County Roads 3 and 11.
- Installation of guiderails on 10th Line.
- Replacement of culvert 005 on 10th Line.

An OSIM Bridge Study will be completed in 2025, with the cost included in the draft budget. The study findings may impact the Capital Works Plan schedule.

Council discussed fleet vehicle and equipment replacement. Direction was given to move the loader to the 2025 budget. Various purchasing options were reviewed, including leasing, borrowing, and trade-in pricing.

Discussion ensued regarding Township Reserves and questions regarding increasing contributions to certain reserves.

Further review of proposed user fees will take place after the budget process to allow additional evaluation and consideration.

Council provided the following direction to staff:

- Bring the 2025 draft budget back to the next Council meeting at the current proposed percentage.
- Include comparison data of residential properties in the Township and Dufferin County municipalities, detailing tax rates and blended tax rates.
- Move the loader from 2026 to the 2025 budget.
- No changes to the proposed service level increases.
- Provide information regarding Price's Corner Cemetery operation costs.

It was recognized that global economic uncertainties may impact further budget discussions.

5.1.1 2025 Draft Budget Presentation

5.1.2 2025 Draft Budget Overview

5.1.3 2025 Draft Capital Work Plan

5.1.4 2025 Draft Reserve Projection

5.1.5 Draft Roads Fleet Reserve Forecast

5.1.6 2025 Draft Proposed Municipal User Fees

5.1.7 2025 Draft Proposed Planning Related User Fees

## **6. Confirming By-Law**

Moved by: Deputy Mayor Stirk

Seconded by: Councillor Halls

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 January 29, 2025, and that it be given the necessary readings and be passed and numbered 6-2025.

**CARRIED**

**7. Adjournment**

Meeting adjourned at 8:53 p.m.

Moved by: Councillor Banfield

Seconded by: Councillor Zukowski

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Regular Council Meeting on Tuesday, February 11, 2025, or at the call of the Chair.

**CARRIED**

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Mayor

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Clerk

DRAFT