

The Corporation of the Town of Tillsonburg

Council Meeting

MINUTES



Monday, January 11, 2021
4:00 PM
Electronic Meeting

ATTENDANCE: Mayor Molnar
Deputy Mayor Beres
Councillor Esseltine
Councillor Gilvesy
Councillor Luciani
Councillor Parker
Councillor Rosehart

Staff: Kyle Pratt, Chief Administrative Officer
Michelle Smibert, Town Clerk
Sheena Pawliwec, Acting Treasurer
Chris Baird, Director of Recreation, Culture and Parks
Carlos Reyes, Director of Operations
Brad Lemaich, Fire Chief
Amelia Jaggard, Deputy Clerk

1. Call to Order

The meeting was called to order at 4:00 p.m.

2. Closed Session (4:00 p.m.)

Resolution # 2021-001

Moved By: Councillor Esseltine

Seconded By: Councillor Luciani

THAT Council move into Closed Session to consider four personal matters about identifiable individuals, including Town employees.

Carried

2.1 Adoption of Agenda

2.2 Adoption of Closed Session Minutes

2.3 Reports

2.3.1 239 (2) (b) personal matters about identifiable individuals, including municipal or local board employees;

2.3.2 239 (2) (b) personal matters about identifiable individuals, including municipal or local board employees;

2.3.3 239 (2) (b) personal matters about identifiable individuals, including municipal or local board employees;

2.3.4 239 (2) (b) personal matters about identifiable individuals, including municipal or local board employees;

2.4 Back to Open Session

3. Adoption of Agenda (6:00 p.m.)

Resolution # 2021-002

Moved By: Councillor Esseltine

Seconded By: Councillor Parker

THAT the Agenda as prepared for the Council meeting of January 11, 2021, be adopted.

Carried

4. Moment of Silence

5. Disclosures of Pecuniary Interest and the General Nature Thereof

No disclosures of pecuniary interest were declared.

6. Adoption of Council Minutes of Previous Meeting

Resolution # 2021-003

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT the minutes of the Council meetings held on December 14, 2020 and December 16, 2020, be approved.

Carried

7. Presentations

7.1 Boulevard Strategy Re: Strategic Plan Kick off Meeting

Erin O'Hoski, Boulevard Strategy, was present to provide an overview of the Town of Tillsonburg Strategic Plan project launch.

Opportunity was provided for comments and questions for Council.

It was asked if Town advisory committees would be consulted.

Resolution # 2021-004

Moved By: Deputy Mayor Beres

Seconded By: Councillor Luciani

THAT the presentation by Boulevard Strategy be received as information.

Carried

8. Public Meetings

9. Planning Reports

10. Delegations

11. Deputation(s) on Committee Reports

12. COVID-19

Mayor Molnar provided an overview/update of the current situation in Tillsonburg and also the outbreak at the Maplewood Manor.

13. Information Items

13.1 Ministry of Energy, Northern Development and Mines Re: Revoked Ontario Reg 355/17

Resolution # 2021-005

Moved By: Councillor Gilvesy

Seconded By: Councillor Rosehart

THAT Council receives the correspondence from the Ministry of Energy, Northern Development and Mines dated January 2, 2021, as information.

Carried

14. Mayor's Reports

14.1 MYR 21-01 CAO Performance Appraisal

Resolution # 2021-006

Moved By: Councillor Parker

Seconded By: Councillor Esseltine

THAT Council receives Report MYR 21-01;

AND FURTHER THAT Council endorses the recommendations for the identified Goals and Objectives as provided by the CAO;

AND FURTHER THAT Council endorses amendment to the recommended Remuneration as recommended by the Review Committee;

AND FURTHER THAT the CAO Performance Review Committee work with the CAO to prepare an updated Performance Appraisal Process for Council's Consideration.

Carried

15. Staff Reports

15.1 Chief Administrative Officer

15.2 Clerk's Office

15.2.1 CLK 21-01 Funding for Tillsonburg 150

Resolution # 2021-007

Moved By: Councillor Esseltine

Seconded By: Councillor Luciani

THAT the unspent \$6,000 Cultural Grants Funding (2020) be transferred to the Recreation, Culture and Parks reserve.

Carried

15.2.2 CLK 21-02 Council Meeting January 18, 2021

Resolution # 2021-008

Moved By: Councillor Gilvesy

Seconded By: Councillor Rosehart

THAT January 18, 2021 at 2:00 p.m. be scheduled as a Council Meeting to deal with the Oxford County service delivery review.

Carried

15.3 Development and Communication Services

15.4 Finance

15.4.1 Budget Deliberations

15.4.1.1 FIN 21-03 Summary of 2021 Budget Changes

Staff indicated that an adjustment has been made to staff wages that results in a reduction of this line item by \$100,000.

Resolution # 2021-009

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT the 2021 Budget and Business Plans be brought forward for consideration.

Carried

Motion deferred from meeting on December 16, 2020.

Prior to tabling the motion, Councillor Gilvesy asked what the total surplus was as of December 31, 2020.

Staff confirmed that a final surplus value would be confirmed with the 2020 year end financial statements, and at that time a recommendations for distribution of surplus dollars in accordance with surplus policy. Staff provide assurance that the surplus would be over \$400,000 following any adjustments and transfer to reserve funds for building and parking.

Resolution # 2021-010

Moved By: Councillor Gilvesy

Seconded By: Councillor Parker

THAT \$150,000 of surplus dollars from the 2020 budget be carried forward and used as part of the taxation dollar requirement in the 2021 budget to aid in reducing and mitigating the tax rate to local ratepayers.

Councillor Parker called for a recorded vote.

Councillor Parker - Yes

Councillor Rosehart - Yes

Deputy Mayor Beres - No

Councillor Esseltine - No

Councillor Gilvesy - Yes

Councillor Luciani - No

Mayor Molnar - Yes

Carried.

15.4.1.2 FIN 21-04 2021 Final Budget and Departmental Business Plans

Resolution # 2021-011

Moved By: Councillor Esseltine

Seconded By: Councillor Parker

THAT an amendment to the funding source for project X51 general aviation road be funded through tax rate stabilization reserve to be replenished after the sale of Town owned lands near the airport.

Carried

Staff were asked to provide an updated tax levy requirement.

Resolution # 2021-012

Moved By: Councillor Gilvesy

Seconded By: Councillor Parker

THAT the incremental 2021 County grant for the Tillsonburg Airport in the amount of \$45,000 be contributed to the 2021 operating budget.

Carried

Staff noted that given the adjustments following the summary budget report, the budget is at a .83% budget levy increase and a .95% rate decrease over the 2020 budget.

Resolution # 2021-013

Moved By: Councillor Luciani

Seconded By: Deputy Mayor Beres

THAT the 2021 Budget in the amount of \$16,730,747 from taxation be adopted;

AND THAT a By-Law be brought forward setting the 2021 Property Tax Rates at a future meeting.

Carried

15.4.2 FIN 21-01 2021 Interim Tax Levy Report and Bylaw

Resolution # 2021-014

Moved By: Councillor Parker

Seconded By: Councillor Esseltine

THAT the 2021 Interim Tax Levy By-Law be brought forward for Council's consideration.

Carried

15.4.3 FIN 21-02 2021 Rates and Fees By-Law

Resolution # 2021-015

Moved By: Deputy Mayor Beres

Seconded By: Councillor Esseltine

THAT a By-Law to provide a schedule of fees for certain municipal applications, services, and permits be brought forward for Council's consideration.

Carried

15.4.4 FIN 21-05 2021 Borrowing By-Law

Resolution # 2021-016

Moved By: Councillor Esseltine

Seconded By: Councillor Parker

THAT a By-Law to authorize the borrowing of money to meet current expenditures of the Town of Tillsonburg for the 2021 fiscal year be brought forward for Council's consideration.

Carried

15.5 Fire and Emergency Services

15.6 Operations

15.6.1 OPS 21-01 Transfer Payment Agreement for Municipal Transit Enhanced Cleaning

Resolution # 2021-017

Moved By: Councillor Gilvesy

Seconded By: Councillor Rosehart

THAT the Town of Tillsonburg enter into a Transfer Payment Agreement with the Province of Ontario for the Municipal Transit Enhanced Cleaning;

AND THAT a By-Law be brought forward to authorize the Mayor and Clerk to sign the Transfer Payment Agreement.

Carried

15.7 Recreation, Culture & Park Services

15.7.1 RCP 21-01 CSC Facade Replacement Award of Tender

Opportunity was provided for comments and questions from Council.

Staff to confirm whether or not sliding doors are to be installed.

Resolution # 2021-018**Moved By:** Councillor Luciani**Seconded By:** Deputy Mayor Beres

THAT Council awards the lowest tender to PK Construction, in the amount of \$403,230.00 exclusive of applicable taxes.

Carried**16. New Business****17. Consideration of Committee Minutes****17.1 Committee Minutes****Resolution # 2021-019****Moved By:** Deputy Mayor Beres**Seconded By:** Councillor Luciani

THAT Council receives the Economic Development Advisory Committee minutes dated December 8, 2020, as information.

Carried**18. Motions/Notice of Motions****Resolution #****Moved By:** Councillor Gilvesy

THAT any surplus funds from the 2020 budget be added to the Tax Rate Stabilization Fund.

The motion was withdrawn.

Opportunity was provided for comments and questions from Council.

Resolution # 2021-020**Moved By:** Councillor Parker**Seconded By:** Councillor Gilvesy

THAT staff be directed to complete a report (Including costing) in regards to moving the styrofoam, plastic bag and cardboard recycling bins to the yard waste side of the Transfer Station.

Carried

19. Resolutions/Resolutions Resulting from Closed Session

20. By-Laws

- 20.1 By-Law 2021-002, to authorize a waste management agreement and to repeal By-Law 3319**
- 20.2 By-Law 2021-003, to provide for an Interim Tax Levy for the year 2021**
- 20.3 By-Law 2021-004, to provide a schedule of fees for certain municipal applications, services and permits**
- 20.4 By-Law 2021-005, to authorize the borrowing of money during the fiscal year ending December 31, 2021**
- 20.5 By-Law 2021-006, to authorize an agreement with the Province of Ontario (MTEC)**

Resolution # 2021-021

Moved By: Councillor Parker

Seconded By: Councillor Esseltine

THAT By-Law 2021-002, to authorize a waste management agreement and to repeal By-Law 3319;

By-Law 2021-003, to provide for an Interim Tax Levy for the year 2021;

By-Law 2021-004, to provide a schedule of fees for certain municipal applications, services and permits;

By-Law 2021-005, to authorize the borrowing of money during the fiscal year ending December 31, 2021;

By-Law 2021-006, to authorize an agreement with the Province of Ontario (MTEC), be read for a first, second, third and final reading and that the Mayor and the Clerk be and are hereby authorized to sign the same, and place the corporate seal thereunto.

Carried

21. Confirm Proceedings By-law

Resolution # 2021-022

Moved By: Councillor Esseltine

Seconded By: Councillor Luciani

THAT By-Law 2021-001, to Confirm the Proceedings of the Council meeting held on January 11, 2021, be read for a first, second, third and final reading and that the Mayor and the Clerk be and are hereby authorized to sign the same, and place the corporate seal thereunto.

Carried

22. Items of Public Interest

Upcoming Council meetings include:

- Monday, January 18, 2020 at 2:00 p.m. to deal with the Oxford County service delivery review.
- Monday, January 18, 2020 at 6:00 p.m. to deal with community grant requests.
- Tuesday, January 19, 2020 at 4:30 p.m. for the purpose of holding public meetings for planning applications.
- Monday, January 25, 2021 at 6:00 p.m. regular meeting.

23. Adjournment

Resolution # 2021-023

Moved By: Deputy Mayor Beres

Seconded By: Councillor Luciani

THAT the Council meeting of January 11, 2021 be adjourned at 7:40 p.m.

Carried