

# **The Corporation of the Town of Tillsonburg**

## **Council Meeting**

### **MINUTES**



Monday, April 26, 2021  
6:00 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, Director of Corporate Services/Clerk  
Sheena Pawliwec, Director of Finance/Treasurer  
Chris Baird, Director of Recreation, Culture and Parks  
Carlos Reyes, Director of Operations and Development  
Paul Groeneveld, Acting Fire Chief  
Cephas Panschow, Development Commissioner  
David Drobitch, Manager of Parks and Facilities  
Amelia Jaggard, Deputy Clerk

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#### **1. Call to Order**

The meeting was called to order at 6:00 p.m.

#### **2. Closed Session**

#### **3. Adoption of Agenda**

**Resolution # 2021-201****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT the Agenda as prepared for the Council meeting of April 26, 2021, with the addition of agenda item 14.2.2 regarding the scheduling of a Special Council Meeting for Monday, May 3, be approved.

**Carried****4. Moment of Silence**

Council recognized and thanked the first responders and volunteers who assisted with a Tillsonburg apartment fire that displaced residents on April 18.

**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 # 2021-202****Moved By:** Councillor Esseltine**Seconded By:** Councillor Parker

THAT the minutes of the Council meeting held on April 12, 2021, be approved.

**Carried****7. Presentations****8. Public Meetings****9. Planning Reports****10. Delegations****10.1 Youth Council Coalition of Canada (YCC)**

Kelsey Santarossa, YCC Founder and President, appeared before Council to provide an overview of the Youth Council Coalition of Canada (YCC) organization.

Opportunity was provided for comments and questions from Council.

The annual membership fee is \$1,200 and the for the first year municipalities receive 30% off.

Ms. Santarossa shared a current program offered by the YCC and noted that youth is typically defined as 12 to 29 years old.

**Resolution # 2021-203**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT the delegation from Kelsey Santarossa regarding the Youth Council Coalition of Canada be received as information.

AND THAT the creation of a youth council be brought forward to the 2022 budget deliberations.

**Carried**

**11. Deputation(s) on Committee Reports**

**12. COVID-19**

Councillor Gilvesy shared concerns for local businesses that are suffering from the lockdown and concern regarding the closure of outdoor activities.

Councillor Rosehart shared concerns for local businesses.

A new COVID-19 vaccine clinic will open on April 27 in the Lions Auditorium of the Tillsonburg Community Centre and will serve Southwest Public Health area residents who are 60 plus on weekdays from 9:00 a.m. to 7:00 p.m. by appointment only. To book an appointment go to [www.covidvaccinelm.ca](http://www.covidvaccinelm.ca) or call 226-289-3560 (Toll Free 1-888-333-2175).

The Town is currently seeking volunteers to assist with the vaccine clinic. To volunteer visit [tillsonburg.ca](http://tillsonburg.ca) to complete a volunteer form or call the Town at 519-688-3009 ext. 4041. The Town will contact individuals to confirm their involvement.

The Mayor provided an update from Tillsonburg District Memorial Hospital leadership.

Mayor Molnar provided a reminder that the lockdown restrictions are law and that the Town does not support violation of these laws and encourages broad-based community support to follow public health protocols in an effort to mitigate the lingering challenges of COVID-19.

**13. Information Items**

### **13.1 Tillsonburg Police Services Board Re: Ontario Provincial Police (OPP) detachment boards**

Staff noted that if Council is interested in submitting a Tillsonburg proposal staff should be asked to prepare a report regarding this.

#### **Resolution # 2021-204**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Luciani

THAT Council receive the correspondence from the Tillsonburg Police Services Board dated April 21, 2021, as information;

AND THAT Staff provide a report regarding the Police Service Board amalgamation in May.

**Carried**

## **14. Staff Reports**

### **14.1 Chief Administrative Officer**

### **14.2 Corporate Services**

#### **14.2.1 CS 21-18 Alternative Voting Methods for the 2022 Municipal Election**

Staff noted that the proposed voting methods are the same as used in 2018. With this method there is opportunity for advance polling and to provide voting kiosks for those without access to technology.

#### **Resolution # 2021-205**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Parker

THAT Council endorse the internet/telephone voting method for the 2022 Municipal Election and that a by-law be introduced at future meeting to confirm internet/telephone voting and further that staff be directed to work with area municipalities to secure a contract/cost for the delivery of this type of election voting method.

**Carried**

#### **14.2.2 Special Council Meeting Monday, May 3**

**Resolution # 2021-206****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT May 3, 2021 at 12:30 p.m. be scheduled as a Special Council Meeting to deal with the Community Strategic Plan.

**Carried****14.3 Economic Development****14.3.1 EDM 21-15 RFT 2021-003 VanNorman Innovation Park Servicing**

Staff noted the expected completion date is September, 2021.

**Resolution # 2021-207****Moved By:** Councillor Gilvesy**Seconded By:** Councillor Rosehart

THAT Council receive report EDM 21-15 RFT 2021-003 Van Norman Innovation Park Servicing;

AND THAT Council award RFP 2021-003 to Froese Excavating Ltd of Norfolk County, ON at a cost of \$1,792,374 (not including net HST) - the lowest bid received satisfying all Tender requirements.

**Carried****14.4 Finance****14.5 Fire and Emergency Services****14.6 Operations and Development****14.6.1 OPD 21-17 Bidwell Ridout Intersection Improvements**

There was discussion regarding option 2.

It was suggested that OPP incident reports for this intersection should be provided as information.

**Resolution # 2021-208****Moved By:** Councillor Parker**Seconded By:** Councillor Gilvesy

THAT report OPD 21-17 Bidwell/ Ridout Intersection Improvements be received as information;  
 AND THAT Council directs staff to implement option 2;  
 AND THAT Council directs Staff to amend the Traffic By-Law as required based on the Option supported.

**Carried**

#### **14.6.2 OPD 21-18 J.A Smith Drain Improvement**

##### **Resolution # 2021-209**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Parker

THAT Council receives report OPD 21-18 as information;

AND THAT the Notice of Request for Drain Improvement submitted by ARMTEC, under Section 78 of the Drainage Act, R.S.O. 1990, request to improve existing drainage works, in relation to property located at Part of Lot 9 and Part 10 on Concession 4 NTR (Rokeby Road) be received and adopted;

AND THAT Mr. Brandon Widner P.Eng of Spriet Associates, be appointed the Engineer to investigate and prepare the necessary drainage report.

**Carried**

### **14.7 Recreation, Culture and Parks**

#### **14.7.1 RCP 21-11 Riverine Clubtail Dragonfly**

David Drobitch, Manager of Parks and Facilities, was present to answer questions.

Staff can contact the Canadian Wildlife Service (CWS) and share this information through Town social media platforms.

Staff noted that the CWS would contact the LPRCA.

##### **Resolution # 2021-210**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Gilvesy

THAT report RCP 21-11 Riverine Clubtail Dragonfly, be received as information;

AND THAT Staff monitor and update Council as appropriate.

**Carried**

**15. New Business**

**16. Consideration of Committee Minutes**

**16.1 Committee Minutes**

Staff noted that a report and the draft Cemetery By-Law will be brought forward at the next regular Council meeting on May 10, 2021.

**Resolution # 2021-211**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Luciani

THAT the Parks, Beautification and Cemeteries Committee minutes dated April 1, 2021 and the Culture, Heritage, Special Awards Committee minutes dated April 7, 2021 be received, the Airport Advisory Committee minutes dated March 18 and March 25, 2021, and the Economic Development Advisory Committee minutes dated April 13, 2021, as information.

**Carried**

**17. Motions/Notice of Motions**

There was discussion regarding the current service contract for animal licensing.

The mover noted that the intent of the resolution is that a report would be brought forward by the end of 2021.

**Resolution # 2021-212**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT Staff be directed to bring a report to Council regarding the status of options and cancellation of the cat and dog tag program.

**Carried**

**18. Resolutions/Resolutions Resulting from Closed Session**

**19. By-Laws**

**19.1 By-Law 2021-047, to amend Zoning By-Law Number 3295, as amended (ZN 7-21-02)**

**Resolution # 2021-213**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Parker

THAT By-Law 2021-047 to amend Zoning By-Law Number 3295, as amended (ZN 7-21-02), 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**

**20. Confirm Proceedings By-law**

**Resolution # 2021-214**

**Moved By:** Councillor Luciani

**Seconded By:** Deputy Mayor Beres

THAT By-Law 2021-046, to Confirm the Proceedings of the Council meeting held on April 26, 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**

**21. Items of Public Interest**

The Town is currently seeking volunteers to assist with the COVID vaccine clinic that opens on April 27 in the Lions Auditorium of the Tillsonburg Community Centre. To volunteer visit [tillsonburg.ca](http://tillsonburg.ca) to complete a volunteer form or call the Town at 519-688-3009 ext. 4041. The Town will contact individuals to confirm their involvement.

Mayor Molnar thanked Courtland Landscape and Grounds for donating 20 new native trees in celebration of the business's 20th anniversary. The trees were planted in Memorial Park on Earth Day 2021.

Upcoming Council meetings include:



- Monday, May 3, 2021 at 12:30 p.m. for the purpose of dealing with the community strategic plan.
- Monday, May 10, 2021 at 6:00 p.m. regular meeting.

**22. Adjournment**

**Resolution # 2021-215**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Gilvesy

THAT the Council meeting of April 26, 2021 be adjourned at 7:39 p.m.

**Carried**