

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

## **Council Meeting**

### **MINUTES**



Monday, June 28, 2021  
5:00 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  
Paul Groeneveld, Acting Fire Chief  
Carlos Reyes, Director of Operations and Development  
Cephas Panschow, Development Commissioner  
David Drobitch, Manager of Parks and Facilities  
Amelia Jaggard, Deputy Clerk

Regrets: Chris Baird, Director of Recreation, Culture and Parks

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

The meeting was called to order at 5:00 p.m.

#### **2. Closed Session (5:00 p.m.)**

**Resolution # 2021-299****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT Council move into Closed Session to consider three matters of a proposed or pending acquisition or disposition of land by the municipality or local board.

**Carried**

**2.1 Adoption of Agenda****2.2 Disclosures of Pecuniary Interest and the General Nature Thereof****2.3 Adoption of Closed Session Council Minutes****2.4 Reports**

**2.4.1 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board;**

**2.4.2 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board;**

**2.4.3 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board;**

**2.5 Back to Open Session****3. Adoption of Agenda (6:00 p.m.)****Resolution # 2021-300****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT the Agenda as prepared for the Council meeting of June 28, 2021, be approved.

**Carried**

**4. Moment of Silence**

Mayor Molnar recited a Traditional Territory Acknowledgment Statement.

Council held a moment of silence for the children found buried at sites of former Indian Residential Schools.

**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 # 2021-301**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Luciani

THAT the minutes of the Council meeting held on June 14, 2021, and the minutes of the Council Planning meeting held on June 21, 2021, be approved.

**Carried**

## 7. Presentations

### 7.1 2020 Draft Financial Statements

Dianne Latta, Millard, Rouse and Rosebrugh LLP, appeared before Council to present the 2020 draft financial statements.

Opportunity was provided for comments and questions from Council.

### **Resolution # 2021-302**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Luciani

THAT Council approves the 2020 Financial Statements as presented;

AND THAT the 2020 Management Letter be received.

**Carried**

### 7.2 Community Strategic Plan

Erin O'Hoski, Boulevard Strategy Group, was present to present the Community Strategic Plan.

Opportunity was provided for comments and questions from Council.

There was discussion regarding how to include the community in performance measurement.

Council reviewed feedback submitted by Council members as attached to the agenda and made amendments to the plan.

Ms. O'Hoski confirmed that once the summary document is approved the formatting will be updated to make the document more engaging for circulation in mid-July.

**Resolution # 2021-303****Moved By:** Councillor Luciani**Seconded By:** Councillor Parker

THAT the Community Strategic Plan be approved with the additional suggestions adopted by Council and incorporated into it.

**Carried**

**8. Public Meetings****9. Planning Reports****10. Delegations****11. Deputation(s) on Committee Reports**

**11.1 EDM 21-20 Economic Development Advisory Committee  
Recommendation Regarding Industrial Street Naming**

Jesse Goossens, Chair, Economic Development Advisory Committee, appeared before Council.

Opportunity was provided for comments and questions from Council.

**Resolution # 2021-304****Moved By:** Councillor Esseltine**Seconded By:** Councillor Parker

THAT Council receives report EDM 21-20 Economic Development Advisory Committee Recommendation Regarding Industrial Street Naming;

AND THAT the future North/South roadway in the Van Norman Innovation Park be named Innovation Way from Highway 3 South to the future intersection;

AND THAT the future East/West roadway in the Van Norman Innovation Park be named Progress Drive from the future intersection West to the cul-de-sac.

**Carried**

**12. COVID-19**

Mayor Molnar provided a local update and shared informational resources.

**13. Information Items****13.1 Knights of Columbus Re: Thank You**

**Resolution # 2021-305****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT Council receives the correspondences from the Knights of Columbus dated June 11, 2021, as information.

**Carried**

## **14. Staff Reports**

### **14.1 Chief Administrative Officer**

### **14.2 Corporate Services**

### **14.3 Economic Development**

#### **14.3.1 EDM 21-19 Offers to Purchase – Alleyway between Coyle Lane and Francis Street**

**Resolution # 2021-306****Moved By:** Councillor Parker**Seconded By:** Councillor Luciani

THAT Council receives report EDM 21-19 Offers to Purchase – Alleyway between Coyle Lane and Frances Street;

AND THAT a By-Law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with Sandra Pake for the property described as the North part of the Alleyway between Francis Steet and Coyle Lane and to be described by a new reference plan;

AND THAT a By-Law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with Christopher Meloche for the property described as the middle North part of the Alleyway between Francis Steet and Coyle Lane and to be described by a new reference plan;

AND THAT a By-Law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with John Fish for the property described as the Centre middle South part of the Alleyway between Francis Steet and Coyle Lane and to be described by a new reference plan;

AND THAT a By-Law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with Tracy Dinsmore for the property described as the South part of the Alleyway

between Francis Steet and Coyle Lane and to be described by a new reference plan.

**Carried**

#### **14.4 Finance**

##### **14.4.1 FIN 21-16 Assessment Appeal Impact; 248 Broadway**

There was discussion regarding how the funds are intended to be recovered in the 2022 budget by reducing the façade contribution.

**Resolution # 2021-307**

**Moved By:** Councillor Esseltine

**Seconded By:** Deputy Mayor Beres

THAT Council receives report FIN 21-16 Assessment Appeal Impact; 248 Broadway as information;

AND THAT option C part two be selected to assist the BIA with managing the financial impact resulting from the assessment appeal.

**Carried**

##### **14.4.2 FIN 21-17 2020 Financial Statement Reconciliation**

**Resolution # 2021-308**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Parker

THAT Council receives report FIN 21-17 2020 Financial Statement Reconciliation as information.

**Carried**

##### **14.4.3 FIN 21-18 2020 Surplus Allocation**

**Resolution # 2021-309**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Rosehart

THAT Council receives report FIN 21-18 2020 Surplus Allocation as information;

AND THAT Council approves the 2020 Operating Surplus of \$195,388 be contributed to the Tax Rate Stabilization Reserve, with \$150,000 earmarked for 2021 Operating budget funding as previously approved.

**Carried**

#### **14.4.4 FIN 21-19 2020 Summary of Reserves and Trusts**

**Resolution # 2021-310**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Gilvesy

THAT Council receives report FIN 21-19 2020 Summary of Reserves and Trusts as information.

**Carried**

#### **14.4.5 FIN 21-20 Covid-19 Tax Deferral Report**

**Resolution # 2021-311**

**Moved By:** Councillor Luciani

**Seconded By:** Deputy Mayor Beres

THAT Council receives FIN 21-20 Covid-19 Tax Deferral Report as information.

**Carried**

### **14.5 Fire and Emergency Services**

#### **14.5.1 FRS 21-07 Fire Services Radio Communications - Tower Site Equipment**

**Resolution # 2021-312**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT staff report FRS 21-07 be received as information;

AND THAT Staff be directed to purchase and install radio equipment as proposed on both the TFRS Reservoir and Community Service Centre Towers from Five9 Solutions in the amount of \$37,732.75 plus HST;

AND THAT the radio equipment and installation be debentured as proposed in this report.

**Carried**

### **14.6 Operations and Development**

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

#### **14.7.1 RCP 21-15 HVAC Replacement - Corporate Office**

##### **Resolution # 2021-313**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Luciani

THAT report RCP 21-15 HVAC Replacement – Corporate Office be received as information;

AND THAT Council direct staff to proceed immediately with the replacement of the HVAC unit which serves the Corporate Office;

AND THAT the Annandale Boiler Replacement project as approved in the 2021 Capital Budget be deferred and re-budgeted for 2022 with the funding amount of \$50,000 through taxation reallocated to the HVAC replacement and any residual dollars be contributed to the RCP reserve.

**Carried**

#### **15. New Business**

#### **16. Consideration of Committee Minutes**

##### **16.1 Committee Minutes**

##### **Resolution # 2021-314**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Parker

THAT Council receives the Economic Development Advisory Committee minutes dated June 8, 2021, the Culture, Heritage and Special Awards Committee minutes dated June 9, 2021, and the Tillsonburg Airport Advisory Committee minutes dated May 20, 2021 as information.

**Carried**

##### **16.2 Long Point Region Conservation Authority Minutes**

##### **Resolution # 2021-315**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Esseltine

THAT Council receives the Long Point Region Conservation Authority Minutes dated May 5, 2021 and May 19, 2021, as information.

**Carried**

##### **16.3 Police Services Board Minutes**



**Resolution # 2021-316****Moved By:** Deputy Mayor Beres**Seconded By:** Councillor Luciani

THAT Council receives the Police Services Board meeting minutes dated November 18, 2020, December 16, 2020, February 17, 2021 and April 21, 2021, as information.

**Carried****17. Motions/Notice of Motions**

Councillor Esseltine requested that the following notice of motion be included on the July 12, 2021 Council agenda.

**Resolution #****Moved By:** Councillor Esseltine

THAT Staff be directed to prepare a report regarding the development of a Traditional Territory Acknowledgment Statement for the Town of Tillsonburg. Said draft Traditional Territory Acknowledgement Statement to be included in the report. This acknowledgement would appropriately be incorporated at the beginning of Town of Tillsonburg Council meetings, gatherings, events or presentations, and be printed on the town's website.

The goal of this Statement would be to encourage the acknowledgement of the First Peoples on whose traditional territories we live and work and show recognition and respect for indigenous people.

**18. Resolutions/Resolutions Resulting from Closed Session****19. By-Laws**

**19.1 By-Law 2021-070, to authorize an agreement of purchase and sale with Sandra Pake**

**19.2 By-Law 2021-072, to authorize an agreement of purchase and sale with Christopher Meloche**

**19.3 By-Law 2021-073, to authorize an agreement of purchase and sale with John Fish**

**19.4 By-Law 2021-074, to authorize an agreement of purchase and sale with Tracy Dinsmore**

**Resolution # 2021-317****Moved By:** Councillor Gilvesy**Seconded By:** Councillor Rosehart

THAT By-Law 2021-070, to authorize an agreement of purchase and sale with Sandra Pake; and

By-Law 2021-072, to authorize an agreement of purchase and sale with Christopher Meloche; and

By-Law 2021-073, to authorize an agreement of purchase and sale with John Fish; and

By-Law 2021-074, to authorize an agreement of purchase and sale with Tracy Dinsmore, 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 # 2021-318**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Esseltine

THAT By-Law 2021-068, to Confirm the Proceedings of the Council meeting held on June 28, 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**

Staff noted that the Lake Lisgar Waterpark slide construction will be completed tomorrow and that an approved permit is expected in one to two weeks.

Upcoming Council meetings include:

- Monday, July 12, 2021 at 6:00 p.m. regular meeting

## **22. Adjournment**

### **Resolution # 2021-319**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Gilvesy

THAT the Council meeting of June 28, 2021 be adjourned at 8:05 p.m.

**Carried**