

# The Corporation of the Town of Tillsonburg

## Council Meeting

### MINUTES



Thursday, June 16, 2022

4:30 PM

Council Chambers  
200 Broadway, 2nd Floor

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

Staff: Kyle Pratt, Chief Administrative Officer  
Renato Pullia, Interim Director of Finance/Treasurer  
Shane Caskanette, Fire Chief  
Carlos Reyes, Director of Operations and Development  
Cephas Panschow, Development Commissioner  
Ann Wright, Interim Deputy Clerk  
David Drobitch, Parks & Facilities Manager  
Gina Armand, Records & Legislative Coordinator

Regrets: Michelle Smibert, Director of Corporate Services/Clerk

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

Chair, Deputy Beres called the meeting to order at 4:30 p.m. Council went directly into Closed Session.

#### 2. **Closed Session (4:30 P.M.)**

**Resolution # 2022-183**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT Council move into Closed Session to consider two (2) matters involving advice that is subject to solicitor-client privilege, including communications necessary for that purpose under section 239 (2) (f) of the Municipal Act and a matter a proposed or pending acquisition or disposition of land by the municipality or local board under Section 239 (2) (c) of the Municipal Act.

**Carried**

**2.1 Adoption of the Agenda**

**2.2 Disclosures of Pecuniary Interest and the General Nature Thereof**

**2.3 Adoption of Previous Closed Session Minutes**

**2.4 Reports**

**2.4.1 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose**

**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) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose**

**3. Moment of Silence (6:00 P.M.)**

**4. Adoption of Agenda**

**Resolution # 2022-184**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT the Agenda as prepared for the Council meeting of June 16, 2022, be approved.

**Carried**

**5. Disclosures of Pecuniary Interest and the General Nature Thereof**

No disclosures of pecuniary interests were declared.

## 6. **Adoption of Council Minutes of Previous Meeting**

### **Resolution # 2022-185**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT the minutes from the regular council meeting held on May 24, 2022, be approved.

**Carried**

## 7. **Presentations**

### **7.1 Volunteer Recognition Award Presentation**

Cultural, Heritage & Special Awards Committee Chair, Carrie Lewis gave introduction describing Mr. Morris' accomplishments, accolades and volunteer time put into the community.

Deputy Mayor Beres proceeded to thank Mr. Morris for all of the time he put and continues to put into the community as well as being a voice for the Indigenous People. Deputy Mayor Berers presented the Volunteer Recognition Award to recipient Mr. Dave Morris on behalf of the Town of Tillsonburg.

### **7.2 Oxford Official Plan Update and Presentation**

April Nix, Development Planner from the County of Oxford, gave a presentation regarding the County of Oxford's Official Plan Review.

### **Resolution # 2022-186**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT the Council for the Town of Tillsonburg receives the presentation from the County of Oxford regarding the Official Plan Review as information.

**Carried**

### **7.3 Traffic Concerns of the Hickory Hill's Residents**

Residents from the Hickory Hills Community gave a recommendation regarding excessive traffic in their community.

Deputy Mayor Beres suggested that the recommendation come from the Hickory Hills Association in order to have the full backing of the Hickory Hills Community.

**Resolution # 2022-187**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT the Council for the Town of Tillsonburg receives the presentation from Claude Archambault regarding traffic concerns at Hickory Hills as information;

AND THAT a traffic study for Hickory Hills be added to the 2023 Budget for council consideration.

**Carried**

**7.4 Future of Shortline Rail in the South Central Ontario Region - Presentation by SCOR**

Kimberly Earls from SCOR was in attendance to make a presentation and requested a letter of support from the Town of Tillsonburg

**Resolution # 2022-188**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Luciani

THAT the Council for the Town of Tillsonburg receives the presentation from SCOR regarding the Future of Shortline Rail Investment as information;

AND that staff be directed to provide a letter of support from the Town.

**Carried**

**7.5 Oxnard Developments - Minor Modifications to Zoning**

This matter was considered on May 24, 2022 as item 9.1 on the Agenda, and the recommendation was defeated by Council.

**Resolution # 2022-189**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Parker

THAT Council reconsider Item 7.5, Oxnard Developments – Minor Modifications to Zoning.

**Carried**

In attendance to present:

Eldon Darbyson of Vallee Consulting Engineers, Architects & Planners, and Jeff Jafarpour of Oxnard Developments Inc.

Eldon Darbyson clarified the minor modifications that are being requested.

**Resolution # 2022-190**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Esseltine

THAT Council receives the request from Potters Gate Phase 4, Minor Modifications to Zoning as information;

AND FURTHER THAT Council affirm that the requested changes are appropriate and minor in nature and further notice is not required in accordance with Section 34 (17) of the Planning Act.

**Carried**

**8. Public Meetings**

**9. Planning Reports**

**10. Delegations**

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

**12. Information Items**

**12.1 Ministry of Northern Development, Mines, Natural Resources and Forestry - 2022 Rabies Control Operations Notification**

**12.2 Tillsonburg BIA - Motion to approve the 2021 DTBIA Financial Statements**

**12.3 Southwestern Public Health Letter of Appreciation**

**Resolution # 2022-191**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT the information items from Ministry of Northern Development, Mines, Natural Resources and Forestry dated May 31, 2022 and the Tillsonburg BIA dated June 7, 2022 and from Southwestern Public Health dated May 30, 2022, be received as information.

**Carried**

### **13. 2021 Fourth Quarter Financial Reports**

#### **13.1 FIN 22-12 - 2021 Q4 Consolidated Financial Results**

##### **Resolution # 2022-192**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT Council receives report FIN 22-12 2021 Fourth Quarter Consolidated Financial results as information.

**Carried**

#### **13.2 EDM 22-15 Fourth Quarter Economic Development and Marketing Results**

#### **13.3 FIN 22-11 - 2021 Q4 Finance and Corporate Services Department Results**

#### **13.4 FRS 22-01 2021 Fire Services Fourth Quarter and Year End Report**

#### **13.5 OPD 22-19 - 2021 Fourth Quarter Building, Planning, By-Law Services Results**

#### **13.6 RCP 22-11 RCP 2021 Q4 Results**

##### **Resolution # 2022-193**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT Council receives the 2021 Fourth Quarter Department Results, as information.

**Carried**

### **14. 2022 First Quarter Financial Reports**

**14.1 FIN 22-14 - 2022 Q1 Consolidated Financial Report**

**Resolution # 2022-194**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT Council receives report FIN 22-14 2022 First Quarter Consolidated financial results as information.

**Carried**

**14.2 CS 22-17 First Quarter Corporate Services Department Results**

**14.3 EDM 22-16 First Quarter Economic Development and Marketing Results**

**14.4 FIN 22-13 - 2022 Q1 Finance Department Results**

**14.5 FRS 22-02 2022 Fire Services First Quarter Report**

**14.6 OPD 22-22 2022 First Quarter Operations and Development Services**

**14.7 OPD 22-20 - 2022 First Quarter Building, Planning, By-Law Services Results**

**14.8 RCP 22-12 RCP 2022 Q1 Results**

**Resolution # 2022-195**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Luciani

THAT Council receives the 2022 First Quarter Department Results, as information.

**Carried**

**15. Staff Reports**

**15.1 Chief Administrative Officer**

Kyle Pratt-CAO spoke on his report regarding a lowest cost lease option for the Town Hall.

**15.1.1 CAO 22-03 Town Hall Lowest Cost Lease Option Report**

**Resolution # 2022-196**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT Council direct staff to proceed with an Environmental Site Assessment of the new construction “Greyfield” Option site in the Harvey and Brock streets Municipal Parking lots to determine the extent of environmental contamination, if any, and potential for any remediation costs.

**Carried**

## **15.2 Corporate Services**

### **15.2.1 CS 22-10 Compensation Review for Elected Officials**

#### **Resolution # 2022-197**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT the Compensation Review for Elected Officials Report be received as information.

**Carried**

### **15.2.2 CS 22-14 Right to Disconnect from Work Policy**

#### **Resolution # 2022-198**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT the Council for the Town of Tillsonburg approves the Right to Disconnect from Work Policy.

**Carried**

### **15.2.3 CS 22-18 Hybrid Work Model Policy Review**

#### **Resolution # 2022-199**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT the Council for the Town of Tillsonburg receives the review of the hybrid work policy as information.



**Carried**

#### **15.2.4 CS 22-19 THI MOUD**

##### **Resolution # 2022-200**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Luciani

THAT the Council receives the THI MOUD report as information.

THAT FURTHER directs the CAO to bring back a report with recommendations regarding the MOUD with THI, which may include the composition of the board or any other item of concern.

**Carried**

#### **15.2.5 CS 22-20 Council Vacancy on the Boundary Adjustment Subcommittee**

##### **Resolution # 2022-201**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT the Council for the Town of Tillsonburg appoints Councillor Gilvesy as a council representative on the Tillsonburg Boundary Adjustment Advisory Committee.

**Carried**

### **15.3 Economic Development**

#### **15.3.1 EDM 22-14 Offer to Purchase – Alley Lands between 6 and 8 John Street**

##### **Resolution # 2022-202**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT a by-law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with Tillsonburg Properties for Community Living for the Alley Lands

located between 6 John Street and 8 John Street and to be described by a new reference plan.

**Carried**

#### **15.4 Finance**

#### **15.5 Fire and Emergency Services**

#### **15.6 Operations and Development**

##### **15.6.1 OPD 22-23 - Westwinds Subdivision Road Naming**

###### **Resolution # 2022-203**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT the OPD 22-23 - Westwinds Subdivision Road Naming motion be deferred.

**Carried**

Council decided to defer the road naming due to similarities between "Westwinds Gate" and "Westwinds Court" and directed staff to speak with developer regarding name changes.

##### **15.6.2 OPD 22-24 - Oxnard Phase 4 Subdivision Road Naming**

###### **Resolution # 2022-204**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT Council approves "Waterhouse Crescent", "Burgess Crescent", and "Jacko Street" as road names for the Potters Gate Phase 4 subdivision.

**Carried**

##### **15.6.3 OPD 22-25 Tillsonburg Airport Advisory Committee - Virtual Meetings**

###### **Resolution # 2022-205**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Luciani

THAT Council approves the request from the Tillsonburg Airport Advisory Committee to continue meeting virtually.

**Carried**

#### **15.7 Recreation, Culture and Parks**

#### **16. New Business**

#### **17. Consideration of Committee Minutes**

##### **17.1 Committee Minutes**

##### **Resolution # 2022-206**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

THAT the following Council Committee minutes be received as information:

May 17, 2022 Tillsonburg Transit Advisory Committee Minutes

May 17, 2022 Tillsonburg 150 Ad Hoc Committee Minutes

May 26, 2022 Tillsonburg Airport Advisory Committee Minutes

June 1, 2022 Cultural, Heritage and Special Awards Committee Minutes,  
and

June 6, 2022 Recreation and Sports Advisory Committee Minutes

**Carried**

##### **17.2 Long Point Conservation Authority Minutes**

##### **Resolution # 2022-207**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT the Council for the Town of Tillsonburg receives the May 4, 2022 Long Point Region Conservation Authority Board of Directors Meeting Minutes as information.

**Carried**

## 18. **Motions/Notice of Motions**

Councillor Gilvesy provided the following motion for consideration:

### **Resolution # 2022-208**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Parker

THAT Staff bring a report to Council in regards to the property standards by-law. Specifically addressing the grassed road allowances and grass islands between sidewalks and roads and who is responsible for maintaining these areas.

**Carried**

Councillor Luciani provided the following motion for consideration:

### **Resolution # 2022-209**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Esseltine

WHEREAS the Association of Municipalities of Ontario has called for Nominations for its Board of Directors;

AND WHEREAS Mayor Stephen Molnar, an elected official in the Town of Tillsonburg, has indicated his interest in becoming a member of the Small Urban Caucus of the AMO Board and has consented to his nomination;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Tillsonburg endorses Stephen Molnar for the position of Director, Small Urban Caucus, 2022-2024 AMO Board of Directors.

**Carried**

## 19. **Resolutions/Resolutions Resulting from Closed Session**

## 20. **By-Laws**

**20.1 By-Law 2022-043 to authorize the execution of an agreement of purchase and sale with Tillsonburg Properties for Community Living, and to close a portion of the said lands**

### **Resolution # 2022-210**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Gilvesy

THAT By-Law 2022-043 being a by-law to authorize the execution of an agreement of purchase and sale with Tillsonburg Properties for Community Living for the alley lands located between 6 John Street and 8 John Street, to be described by a new reference plan, and to close a portion of the said lands, 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 # 2022-211**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT By-Law 2022-042, to Confirm the Proceedings of the Council meeting held on June 16, 2022, 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**

- June 27, 2022 Regular Council & Planning Meeting at 6:00 p.m.

**23. Adjournment**

**Resolution # 2022-212**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Luciani

THAT the Council meeting of June 16, 2022 be adjourned at 8:42 p.m.

**Carried**