

# The Corporation of the Town of Tillsonburg

## Council Meeting

### MINUTES



Monday, June 27, 2022  
6:00 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  
Michelle Smibert, Director of Corporate Services/Clerk  
Renato Pullia, Interim Director of Finance/Treasurer  
Carlos Reyes, Director of Operations and Development  
Cephas Panschow, Development Commissioner  
Ann Wright, Interim Deputy Clerk  
Julie Columbus, Director of Recreations, Culture & Parks

Regrets: Shane Caskanette, Fire Chief

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**1. Call to Order**

Chair, Mayor Molnar, called the meeting to order at 6:00 p.m.

**2. Closed Session**

**3. Adoption of Agenda**

**Resolution # 2022-213**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Rosehart

THAT the Agenda as prepared for the Council meeting of June 27, 2022, be approved;

AND THAT Council consider items under section 8. of the agenda after item 7.1.

**Carried**

**4. Moment of Silence**

**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 # 2022-214**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Luciani

THAT the minutes from the regular council meeting held on June 16, 2022, be approved.

**Carried**

**7. Presentations**

**7.1 Tillsonburg 150 Committee Update**

Joan Weston, Chair of the Tillsonburg 150 Committee provided an overview of the Tillsonburg 150 day of celebration combined with Canada Celebrations on July 1st, 2022.

**7.2 Boundary Adjustment Committee Presentation**

**Resolution # 2022-215**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Parker

THAT the Council for the Town of Tillsonburg receives the presentation from the Boundary Adjustment Committee dated June 27, 2022;

AND THAT Council approves the Boundary Adjustment Committee request that a consultant be retained to review the existing 2020

Population, Household and Employment Forecasts and Employment Lands Study versus current growth/ development applications and provide the information to Town Council and County for consideration in the 2023 county population household, employment lands forecast;

AND THAT the consultant also be retained to support the Town of Tillsonburg in their review of the future Population, Household and Employment Forecasts and Employment Lands Study;

AND FURTHER THAT staff be directed to bring back an implementation report.

**Carried**

## **8. Public Meetings**

### **8.1 Court of Revision**

#### **Resolution # 2022-216**

**Moved By:** Councillor Parker

**Seconded By:** Deputy Mayor Beres

THAT Council move into the Court of Revision to consider any assessment appeals to the the JA Smith Municipal drain with members Marcel Vanhooren (Norfolk County), Dave Beres, and Penny Esseltine.

**Carried**

#### **8.1.1 Call to Order**

Chair, Deputy Mayor Dave Beres called the Court of Revision to order at 6:37pm.

#### **8.1.2 Disclosure of Pecuniary Interest and General Nature Thereof**

No disclosures of pecuniary interests were declared.

#### **8.1.3 Delegations & Presentations**

##### **8.1.3.1 JA Smith Drain - Armetec Realignment**

Brandon Wider, P.Eng of Spriet Associates was in attendance and provided an over view of the drain and the assessment.

Peter Penner, President/ Project Manager from CJDLC Consulting engineers was also present.

**8.1.3.1.1 Order of Appeals**

No appeals were received.

**8.1.3.1.2 Questions from Members**

No questions from the members.

**8.1.3.1.3 Deliberations of the Court of Revision (Only required if a change in assessment is being considered)**

No change in assessments were considered so no deliberations were required.

**8.1.3.1.4 Decision**

**Resolution # 2022-217**

**Moved By:** Councillor Esseltine

**Seconded By:** Marcel Vanhooren

THAT the assessment as levied in the report by Spriet Associates dated March 22, 2022 and adopted by Provisional By-law 2022-041 to pay for drainage works known as the JA Smith Municipal Drain be confirmed.

**Carried**

**8.1 Court of Revision**

**8.1.4 Adjournment**

**Resolution # 2022-218**

**Moved By:** Councillor Gilvesy

**Seconded By:** Deputy Mayor Beres

THAT the Court of Revision of June 27, 2022 be adjourned and the regular Council meeting resume at 6:40 p.m.

**Carried**

## **8.2 Zone Change Application ZN7-22-2 - Arimas Real Estate Investors Inc.**

County Planner Eric Gilbert provided a review of the Planning Report and noted that a letter of opposition was received today by Carolyn Simpson, resident at 370 Broadway Street. The Planning department recommended that the application be approved.

Opportunity was provided for questions from Council to the Planner.

The Applicant Cheral Boyd, owner of Arimas Real Estate Investors Inc. was in attendance to speak to the application and was in agreeance with the Planning departments' recommendation.

Opportunity was provided for questions from Council to the applicant.

Two members of the public were in attendance and spoke in opposition of the application. Diana Kindy of 239 Broadway Street, and the Helen, another neighbouring property owner, whose last name and address was not provided.

### **Resolution # 2022-219**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Rosehart

THAT the Council of the Town of Tillsonburg approves the zone change application submitted by Arimas Real Estate Investors Inc, whereby the lands described Part Lots 604 & 605, Plan 500, in the Town of Tillsonburg known municipally as 368 Broadway are to be rezoned from 'Low Density Residential Type 1 Zone (R1)' to 'Low Density Residential Type 2 Zone (R2)' to facilitate the development of a duplex on the subject lands.

**Carried**

## **9. Planning Reports**

### **9.1 CP 2022-165- ARU Amendments**

#### **Resolution # 2022-220**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Parker

THAT the Council of the Town of Tillsonburg directs staff to proceed with public and agency consultation regarding amendments to the Official Plan

and Zoning By-law related to the implementation of policies and provisions enabling Additional Residential Units in accordance with Provincial direction as set out in the *More Homes, More Choices Act* and accompanying regulations.

**Carried**

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

**11. Information Items**

**12. Staff Reports**

**12.1 Chief Administrative Officer**

**12.2 Corporate Services**

**12.2.1 CS 22-12 Joint Audit Compliance Committee**

**Resolution # 2022-221**

**Moved By:** Councillor Parker

**Seconded By:** Deputy Mayor Beres

THAT Council approve the formation of a Joint Compliance Audit Committee with the other Oxford County municipalities for the 2022-2026 term;

AND THAT the following members be appointed to the 2022 Joint Compliance Audit Committee:

- David Morris
- Carol Symons
- Keith Reibling
- Joyce McAndrew
- Christene Scrimgeour

AND FURTHER THAT the above appointments be formalized by by-law.

**Carried**

**12.2.2 CS 22-15 Restricted Acts after Nomination Day**

**Resolution # 2022-222**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Gilvesy

That Council receives the Restricted Acts after Nomination Day report as information.

**Carried**

**12.2.3 CS 22-16 Election Accessibility Plan**

**Resolution # 2022-223**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Esseltine

THAT the Town of Tillsonburg Election Accessibility plan be received by Council for information.

**Carried**

**12.3 Economic Development**

**12.4 Finance**

**12.4.1 FIN 22-16 - BIA MOU Amendment to Change Payment Frequency**

**Resolution # 2022-224**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT the amendment to the 2022 Downtown Tillsonburg Business Improvement Area Memorandum of Understanding to change the payment frequency from quarterly to monthly, effective July 1, 2022, be approved.

**Carried**

**12.4.2 FIN 22-15 - 2022 Q1 COVID Impact Report**

**Resolution # 2022-225**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Rosehart

THAT Report FIN 22-15 2022 Q1 Covid-19 Impact Report be received as information.

**Carried**

## **12.5 Fire and Emergency Services**

## **12.6 Operations and Development**

### **12.6.1 OPD 22-26 - Building and By-Law Enforcement Supervisor Appointment**

#### **Resolution # 2022-226**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Luciani

THAT a By-Law to appoint Mark Russell as a Building Official and By-Law Enforcement Officer for the Town of Tillsonburg be brought forward for Council consideration

**Carried**

### **12.6.2 OPD 22-21 2021 Fourth Quarter Operations and Development Services**

#### **Resolution # 2022-227**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Parker

THAT report OPD 22-21 2021 Fourth Quarter Operations and Development Services be received as information.

**Carried**

## **12.7 Recreation, Culture and Parks**

## **13. New Business**

## **14. Consideration of Committee Minutes**

### **14.1 Committee Minutes**



add Boundary adjustment minutes to website

**Resolution # 2022-228**

**Moved By:** Councillor Parker

**Seconded By:** Deputy Mayor Beres

THAT the following Council Committee minutes be received as information:

May 25, 2022 Affordable and Attainable Housing Advisory Committee Minutes

June 7, 2022 Boundary Adjustment Committee Minutes

June 10, 2022 Tillsonburg 150 Ad Hoc Committee Minutes

June 20, 2022 Tillsonburg 150 Ad Hoc Committee Minutes

**Carried**

**15. Motions/Notice of Motions**

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

**17. By-Laws**

**17.1 By-Law 2022-045 a by-law to amend Zoning By-Law Number 3295, as amended. (ZN 7-22-02)**

2022-045

**17.2 By-Law 2022-046 a by-law to amend Zoning By-Law Number 3295, as amended. (ZN 7-21-12)**

**17.3 By-Law 2022-047 a by-law to appoint a Joint Compliance Audit Committee**

**17.4 By-Law 2022-048 a by-law to appoint a Building Official, Property Standards Officer and By-Law Enforcement Officer (Mark Russell)**

**Resolution # 2022-229**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Gilvesy

THAT By-Law 2022-045 a by-law to amend Zoning By-Law Number 3295, as amended. (ZN 7-22-02),

By-Law 2022-046 A by-law to amend Zoning By-Law Number 3295, as amended. (ZN 7-21-12);

By-Law 2022-047 a by-law to appoint a Joint Compliance Audit Committee; and

By-Law 2022-048 a by-law to appoint a Building Official, Property Standards Officer and By-Law Enforcement Officer (Mark Russell), 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**

**18. Confirm Proceedings By-law**

**Resolution # 2022-230**

**Moved By:** Councillor Gilvesy

**Seconded By:** Councillor Esseltine

THAT By-Law 2022-044, to Confirm the Proceedings of the Council meeting held on June 27, 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**

**19. Items of Public Interest**

- June 28, 2022 Special Meeting of Council - THI Annual General Meeting 12:00 p.m.
- July 11, 2022 Regular Meeting of Council 6:00 p.m.

**20. Adjournment**

**Resolution # 2022-231**

**Moved By:** Councillor Esseltine

**Seconded By:** Councillor Rosehart

THAT the Council meeting of June 27, 2022 be adjourned at 7:29 p.m.

**Carried**