

The Corporation of the Town of Tillsonburg
Council Meeting
MINUTES



Monday, December 12, 2022
6:00 PM
Council Chambers
200 Broadway, 2nd Floor

ATTENDANCE: Mayor Gilvesy
Deputy Mayor Beres
Councillor Luciani
Councillor Parker
Councillor Rosehart
Councillor Spencer
Councillor Parsons

Staff: Kyle Pratt, Chief Administrative Officer
Renato Pullia, Interim Director of Finance/Treasurer
Shane Caskanette, Fire Chief
Laura Pickersgill, Executive Assistant/Assistant Clerk
Julie Columbus, Director of Recreations, Culture & Parks
Johnathon Graham, Director of Operations & Development

1. Call to Order

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

2. Moment of Silence

3. Adoption of Agenda

Resolution # 2022-420

Moved By: Councillor Spencer

Seconded By: Councillor Rosehart

THAT the Agenda as prepared for the Council meeting of Monday, December 12, 2022, be adopted.

Carried

4. Disclosures of Pecuniary Interest and the General Nature Thereof

Councillor Rosehart declared pecuniary interest on the following items:

1. Item 10.1 in open session (Tillsonburg BIA Appointment) with the reason being that her son is being appointed.
2. Item 12.7.2 in open session (Awarding RFP 2022-03 - Snack Bar and Concession Lease) with the reason being that a family member will receive a financial gain.

Mayor Gilvesy declared a pecuniary interest on the following item:

1. Item 10.1. in open session (Tillsonburg BIA Appointment) with the reason being that her sister is being appointed.

No other disclosures of pecuniary interest were declared.

5. Adoption of Council Minutes of Previous Meeting

Resolution # 2022-421

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

THAT the minutes of the Council orientation session meetings of November 21 and November 22, 2022 and the Council meeting minutes of November 21, 2022, be approved.

Carried

6. Presentations

6.1 Soccer Fields Request

Brett Harrington, John Twinem and Michael Papaioannou provided an overview of the soccer fields request from Tillsonburg Football Club.

Opportunity was provided for members to ask questions.

Resolution # 2022-422**Moved By:** Councillor Parker**Seconded By:** Councillor Rosehart

THAT Council receives the Soccer Fields Request Delegation, as information;

AND THAT the presentation be sent to the Recreation and Sports Advisory Committee and the Parks, Beautification and Cemeteries Committee for comment.

Carried**6.2 Mobile Outreach Bus**

Abbie Boesterd, Oxford County Community Health Centre, Outreach Worker provided an overview of services available through the Mobile Outreach Program.

Opportunity was provided for members to ask questions.

Resolution # 2022-423**Moved By:** Deputy Mayor Beres**Seconded By:** Councillor Parker

THAT Council receives the Mobile Outreach Bus Presentation, as information.

Carried**6.3 Petition- Heavy Trucks- Goshen, Ontario, Ball, Lincoln and Tillson Streets**

Marian Smith provided an overview of the petition for heavy truck usage on residential streets.

Opportunity was provided for members to ask questions.

Resolution # 2022-424**Moved By:** Councillor Luciani**Seconded By:** Councillor Parsons

THAT Council receives the Petition- Heavy Trucks- Goshen, Ontario, Ball, Lincoln and Tillson Streets, as information;

AND THAT the information be provided to the Traffic Advisory Committee.

Carried

6.4 Long-Term Service Award for Deputy Mayor Beres

Mayor Gilvesy presented Deputy Mayor Beres with the long-term service award.

Resolution # 2022-425

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT Council receives the Long-Term Service Award for Deputy Mayor Beres, as information.

Carried

7. Public Meetings

Resolution # 2022-426

Moved By: Councillor Spencer

Seconded By: Councillor Rosehart

THAT Council move into the Committee of Adjustment to hear an application for Minor Variance at 7:10 P.M.

Carried

7.1 Application for Minor Variance A13-22 53 Queen Street

Justin Miller, Planner, Oxford County provided an overview of the application.

Opportunity was provided for members to ask questions.

Jason Hunwicks, applicant, spoke in favour of the application.

There were no persons present to speak in opposition to the application.

Resolution # 2022-427

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

That the Town of Tillsonburg Committee of Adjustment **approve** Application File A13/22 submitted by Town of Tillsonburg Non-Profit Housing Corporation, for lands described as Lots 459, 460-462, 464, Plan 500, in the Town of Tillsonburg, as it relates to:

1. Relief from **Section 10.4.2.2 – Net Residential Density**, to increase the maximum permitted net residential density from 144.9 dwelling units per hectare (58.7 dwelling units per acre) to 149.8 dwelling units per hectare (60.6 dwelling units per acre);
2. Relief from **Section 10.2.1- Children’s Outdoor Play Area for Apartment Dwellings**, to reduce the minimum required children’s outdoor play area from 1 m² per unit to nil;
3. Relief from **Section 10.4.2.3.2 – Number of Apartment Units**, to increase the total permitted number of apartment units from 60 to 62, to facilitate the creation of 2 new affordable apartment dwellings within an existing apartment building.

Carried

Resolution # 2022-428

Moved By: Councillor Parker

Seconded By: Deputy Mayor Beres

THAT Council move out of Committee of Adjustment and move back into regular Council session at 7:21 P.M.

Carried

8. Planning Reports

8.1 Application for Consent B22-58-7 110 Concession St W

Justin Miller, Planner, Oxford County provided an overview of the application.

Opportunity was provided for members to ask questions.

Resolution # 2022-429

Moved By: Deputy Mayor Beres

Seconded By: Councillor Luciani

THAT The Council of the Town of Tillsonburg advise the Oxford County Land Division Committee that the Town supports the application for consent as the proposed lot to be severed.

Carried

9. Deputation(s) on Committee Reports

9.1 DTBIA Board of Management 2023-2026

Deputy Mayor Beres took over as Chair for item 9.1.

Resolution # 2022-430

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT the following individuals be appointed to the DTBIA Board of Management for the term of 2023-2026:

- Ben Cressman
- Brandon Thompson
- Cedric Tomico
- Cheryl Fody
- Emily Odorjan
- Jessy Rhora
- Marcel Rosehart
- Mark Tedesco
- Michelle Gleeson
- Mike Bossy
- Wendy Cameron

Carried

10. Information Items

Mayor Gilvesy took back the Chair at 7:35 p.m.

- 10.1 **Town of Tillsonburg's Response to Bill 23 More Homes Built Fast Act 2022**
- 10.2 **Long Point Region Conservation Authority Calls on Province to Reconsider Bill 23**
- 10.3 **Watson & Associates Economists Ltd. Assessment of Bill 23**
- 10.4 **MNRF- Changes under the Oil, Gas and Salt Resources Act- Geologic Carbon Storage**

Resolution # 2022-431

Moved By: Councillor Parsons

Seconded By: Councillor Spencer

THAT Council receives the correspondence dated November 24, 2022 to the Ministry of Municipal Affairs and Housing, correspondence dated November 22, 2022 from Long Point Region Conservation Authority, Watson and Associates Economist Limited dated November 17, 2022 and correspondence from the Ministry of Natural Resources and Forestry, as information.

Carried

- 10.5 **Tillsonburg Hydro Inc. MOU Review Committee**

Resolution # 2022-432

Moved By: Councillor Parker

Seconded By: Deputy Mayor Beres

THAT Council appoints CAO Kyle Pratt, Mayor Deb Gilvesy, Deputy Mayor Beres and Councillor Chris Parker to participate in the THI Board's MSA/MOUD Review Committee.

Carried

11. Staff Reports

- 11.1 **Chief Administrative Officer**

- 11.2 **Corporate Services**

- 11.2.1 **CS 22-33 Cultural Grants Request Forge Fest**

Resolution # 2022-433

Moved By: Councillor Rosehart
Seconded By: Councillor Parker

THAT Council receives report CS 22-33 Cultural Grant Funding Request, as information;

AND THAT the Council authorizes the funding in the amount of \$600.00 to Forge Fest as a cultural grant to assist in costing involved with the concert series held at the Station Arts Centre.

Carried

11.2.2 CS 22-35 Amendments to Procedural By-Law- Electronic meetings

Resolution # 2022-434

Moved By: Councillor Luciani
Seconded By: Councillor Spencer

THAT Council receives CS 22-35, Amendments to Procedural By-Law;

AND THAT Council direct staff to bring back an amendment to the procedural by-law to allow for electronic participation in meetings for reasons other than for emergencies and pandemic reasons as currently stated, consistent with the Township of Zorra model.

Councillor Parker called for a recorded vote.

Mayor Gilvesy - Yes

Deputy Mayor Beres - Yes

Councillor Luciani - Yes

Councillor Parker - No

Councillor Rosehart - No

Councillor Spencer - Yes

Councillor Parsons - Yes

Carried

11.2.3 CS 22-34 Traffic Advisory Committee

Resolution # 2022-435

Moved By: Deputy Mayor Beres
Seconded By: Councillor Luciani

THAT Council receives report CS 22-34 Traffic Advisory Committee;

AND THAT Council adopts the drafted Terms of Reference for the Traffic Advisory Committee.

Carried

11.3 Economic Development

11.3.1 EDM 22-29 Offer to Purchase- 1410 Bell Mill Sideroad

Resolution # 2022-436

Moved By: Councillor Luciani
Seconded By: Councillor Parsons

THAT a by-law be brought forward to authorize the Mayor and Clerk to enter into an agreement of purchase and sale with Metalfer Iron Designs Inc for the Unopened Right-of-Way, described as a Road Allowance Between Concession 3 and 4, North of Talbot Road, Middleton, East of Bell Mill Sideroad and West of Portion 25 on 431429.

Carried

11.4 Finance

11.4.1 FIN 22-29 - Property Tax Arrears

Resolution # 2022-437

Moved By: Councillor Parsons
Seconded By: Councillor Spencer

THAT Council receives report FIN 22-29 - Property Tax Arrears as information.

Carried

11.4.2 FIN 22-30 - 2023 Updated Rates and Fees - Follow Up

Resolution # 2022-438

Moved By: Councillor Spencer

Seconded By: Councillor Parsons

THAT Council receives report FIN 22-30 2023 Rates and Fees;

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

Carried

11.5 Fire and Emergency Services

11.5.1 FRS 22-05 Revised Emergency Management By-law and Program Report

Resolution # 2022-439

Moved By: Councillor Rosehart

Seconded By: Councillor Parker

THAT Council receives Report FRS 22-05 Revised Emergency Management By-law and Program Report;

AND THAT the attached By-law and Town of Tillsonburg Emergency Management Program be adopted by Council.

Carried

11.6 Operations and Development

11.7 Recreation, Culture and Parks

11.7.1 RCP 22-25 Amendment to RZone Policy December 2022

Resolution # 2022-440

Moved By: Councillor Parker

Seconded By: Deputy Mayor Beres

THAT Council receives report RCP-22-25, Amendment to Policy 9-009-: RZone Policy;

AND THAT Council approves and adopts the revised RZone Policy for the Town of Tillsonburg as presented;

AND THAT a By-Law to amend By-Law 4340, RZone Policy, be brought forward for Council's consideration.

Carried

11.7.2 RCP 22-26 - Awarding RFP 2022-03 - Snack Bar and Concession Lease

Resolution # 2022-441

Moved By: Deputy Mayor Beres

Seconded By: Councillor Luciani

THAT Council receives Report RCP 22-26 Concession Lease – Awarding RFQ 2022-003 – TCC Snack Bar & Waterpark Concession Lease;

AND THAT the lease for the concession at the Tillsonburg Community Centre be awarded to Chrissy's Catering for the term of January 1, 2023 through December 31, 2025, at the annualized rate of \$4,500.00 plus HST;

AND THAT the one-year pilot lease for the Waterpark Concession is included in the contract for the term of June 17, 2023 – September 4, 2023 at a total rate of \$800.00;

AND THAT a By-law is brought forward for approval once the contract is signed.

Carried

11.7.3 RCP 22-27 - Arena Dehumidifier Replacement

Resolution # 2022-442

Moved By: Councillor Luciani

Seconded By: Councillor Parsons

That Report RCP 22-27 Recreation, Culture & Parks – Arena Dehumidifier Replacement, be received; and

THAT the quote provided by CIMCO Refrigeration for \$152,769 + HST, to supply and install a dehumidifier unit for the arena be approved.

Carried

11.7.4 RCP 22-28 Facility Asset Management Audit Report

Resolution # 2022-443

Moved By: Councillor Parsons

Seconded By: Councillor Spencer

THAT Report RCP 22-28 Facility Asset Management Audit Report prepared by Roth Integrated Asset Management Strategies (IAMS) Inc. be received as information; and

THAT Staff use the data provided in the audit to help guide the RCP 10 year capital budget and beyond, as part of the overall Corporate Facility Asset Management Plan.

Carried

11.8 Mayor's Office

11.8.1 MYR 22-03 CAO Performance Appraisal Committee

Resolution # 2022-444

Moved By: Councillor Parker

Seconded By: Councillor Luciani

That a CAO Performance Appraisal Committee be formed consisting of Mayor Gilvesy, Councillor Parker and Councillor Luciani.

Carried

12. New Business

13. Consideration of Committee Minutes

13.1 Committee Minutes

Resolution # 2022-445

Moved By: Councillor Rosehart

Seconded By: Councillor Parker

THAT Council receives the following Tillsonburg Advisory Committee Minutes as information:

- November 14, 2022 Tillsonburg Transit Advisory Committee Minutes
- October 26, 2022 and November 23, 2022 Affordable and Attainable Housing Advisory Committee Minutes
- November 8, 2022 Economic Development Advisory Committee Minutes
- November 16, 2022 Boundary Adjustment Committee Minutes

Carried

13.2 Police Services Board Minutes

Resolution # 2022-446

Moved By: Councillor Parker

Seconded By: Deputy Mayor Beres

THAT Council receives the Police Services Board minutes dated September 21, 2022 and October 19, 2022, as information.

Carried

14. Motions/Notice of Motions

14.1 Town Owned Lands List

Resolution # 2022-447

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT a staff report be brought forward to Council to provide a list of all Town owned lands, excluding ravines.

Carried

14.2 OGRA Board of Directors

Resolution # 2022-448

Moved By: Deputy Mayor Beres

Seconded By: Councillor Luciani

THAT Council supports the nomination of Councillor Chris Parker to the Ontario Good Roads Association Board of Directors.

Carried

15. Resolutions/Resolutions Resulting from Closed Session

16. By-Laws

- 16.1 By-Law 2022-073, to establish policies and procedures for the procurement of goods and services and the disposal of surplus goods for the Corporation of the Town of Tillsonburg and to repeal By-Law 2020-070**
- 16.2 By-Law 2022-078, to enter into Airport Hanger Land Lease with Mark Kniss**
- 16.3 By-Law 2022-080, to authorize the execution of an agreement of Purchase and Sale with Metalfer Iron Designs Inc.**
- 16.4 By-Law 2022-081, to Appoint a Deputy Mayor for the Town of Tillsonburg**
- 16.5 By-Law 2022-082, to appoint an Alternate Member to Upper-Tier Council**
- 16.6 By-Law 2022-083, to establish a Tillsonburg Emergency Management Program (revised)**
- 16.7 By-Law 2022-086, to Amend By-Law 4340 RZone Policy**
- 16.8 By-Law 2022-087, to provide a schedule of fees for certain municipal applications services and permits**

Resolution # 2022-449

Moved By: Councillor Luciani

Seconded By: Councillor Parsons

THAT By-Law 2022-073, to Establish Policies and Procedures for the procurement of goods and service and the disposal of surplus good for the Town of Tillsonburg and to repeal By-Law 2020-070; and

By-Law 2022-078, to enter into an Airport Hanger Land Lease with Mark Kniss; and

By-Law 2022-080, to authorize the execution of an agreement of Purchase and Sale with Metalfer Iron Designs Inc.; and,

By-Law 2022-081, to appoint a Deputy Mayor for the Town of Tillsonburg; and

By-Law 2022-082, to appoint an Alternate Member Upper-Tier Council; and

By-Law 2022-083, to establish a Tillsonburg Emergency Management Program; and

By-Law 2022-086, to Amend By-Law 4340 RZone Policy; and

By-Law 2022-087, to provide a schedule of fees for certain municipal applications, services and permits 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

17. Confirm Proceedings By-law

Resolution # 2022-450

Moved By: Councillor Parsons

Seconded By: Councillor Spencer

THAT By-Law 2022-085, to Confirm the Proceedings of the Council Meeting held on Monday, December 12, 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

18. Items of Public Interest

Congratulations to the U11 Atom Rep Team for winning the Silver Stick tournament.

Developer of the Stationview property is happening on December 13th from 4-9 pm at the Lions Auditorium.

THI is launching a new website shortly.

Please ensure you change your smoke alarm batteries. There have been many false alarm calls due to batteries not being changed in smoke alarms.

The new Town app can be downloaded on iPhone and Android devices.

Please follow the rules of the outdoor skating rink to ensure it can continue to be enjoyed safely by all.

19. Adjournment

Resolution # 2022-451

Moved By: Councillor Spencer

Seconded By: Councillor Rosehart

THAT the Council meeting of Monday, December 12, 2022 be adjourned at 8:26 p.m.

Carried