

The Corporation of the Town of Tillsonburg
Council Meeting
MINUTES



Monday, March 23, 2026
 6:00 PM
 LPRCA
 4 Elm St
 Tillsonburg

ATTENDANCE: Mayor Gilvesy (Chair)
 Councillor Luciani
 Councillor Parker
 Councillor Parsons
 Councillor Rosehart
 Councillor Spencer

Regrets: Deputy Mayor Beres

Staff: Kyle Pratt, Chief Administrative Officer
 Renato Pullia, Director of Finance/Treasurer
 Carlos Reyes, Director of Operations and Development
 Andrea Greenway, Director of Recreation, Culture and Parks
 Cephas Panschow, Development Commissioner
 Laura Pickersgill, Acting Deputy Clerk
 Trisha McKibbin, Manager of Legislative Services/Clerk

1. Call to Order

The meeting was called to order at 5:15 p.m. with Mayor Gilvesy presiding.

2. Closed Session (5:15 p.m.)

Resolution # 2026-106

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT Council move into Closed Session to consider the following:

1.4.1 Offer to Purchase – Portion of Lot 25, Plan 966 and Lots 1350-1354, Plan 500 (Earle)

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

239 (2) (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

1.4.2 Communications for an Identifiable Individual (verbal update)

239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees.

Carried

2.1 Adoption of Agenda

2.2 Disclosures of Pecuniary Interest and the General Nature Thereof

2.3 Adoption of Previous Meeting Minutes

2.4 Reports

2.4.1 Offer to Purchase – Portion of Lot 25, Plan 966 and Lots 1350-1354, Plan 500 (Earle) CLD-EDM-26-008

2.4.2 Communications for an Identifiable Individual (verbal update)

3. Moment of Silence

Resolution # 2026-107

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT Council reconvenes open session at 6:06 p.m. and reports the following from the Meeting Closed to the Public:

THAT Council received a verbal update about an Identifiable Individual and report Offer to Purchase – Portion of Lot 25, Plan 966 and Lots 1350-1354, Plan 500 (Earle) CLD-EDM-26-008 and provided direction to staff.

Carried

4. Adoption of Agenda

Resolution # 2026-108

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT the Agenda as prepared for the Council meeting of Monday, March 23, 2026, be adopted with the addition that Council will move into closed session regarding communications for an identifiable individual prior to item 13.5.1.

Carried

5. Disclosures of Pecuniary Interest and the General Nature Thereof

Councillor Rosehart declared a pecuniary interest on the following item:

1. Item 12.1 with the reason being she is related to individuals involved with the application.

6. Adoption of Council Minutes of Previous Meeting

Resolution # 2026-109

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT the minutes of the Council meeting of March 09, 2026, be approved.

Carried

7. Presentations

8. Public Meetings

Resolution # 2026-110

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

THAT Council move into the Committee of Adjustment to hear applications for Minor Variance at 6:09 p.m.

Carried

8.1 **Minor Variance - A01-26 - 25, 29-31 and 35 Queen Street (Hiebert)**

Amy Hartley, Development Planner, provided an overview of the application. Staff recommend support of the application.

Opportunity was provided for questions from Committee members.

Danieli Sikelero, Zelinka Priamo Ltd., agent for the applicant, was in attendance and spoke in favour of the application and provided further information on the updated application. Ms. Sikelero addressed previously raised concerns related to: parking, drainage, setbacks and property usage. Ms. Sikelero answered questions from Committee members.

George Hiebert, Tririse Inc., applicant, was in attendance and spoke in favour of the application and provided further information on the intended usage of the proposed development. Mr. Hiebert answered questions from Committee members.

No other members of the public appeared before the Committee in favour or in opposition of the application.

Resolution # 2026-111

Moved By: Councillor Spencer

Seconded By: Councillor Parsons

That the Town of Tillsonburg Committee of Adjustment **approve** Application A01-26, submitted by Tririse Inc. for lands described as Lots 1196 and 1197, and Part of Lot 1199, Plan 500, municipally known as 25, 29/31 and 35 Queen Street in the Town of Tillsonburg, as it relates to:

1. Relief from **Section 12.2 - EC Zone Provisions - Table 12.2B: Zone Provision - Interior Side Yard**, to reduce the minimum required interior side yard width for a multiple unit dwelling from 6 m (19.6 ft) to 1.6 m (5.2 ft); and
2. Relief from **Section 12.2 - EC Zone Provisions - Table 12.2B: Zone Provision - Rear Yard Depth**, to reduce the minimum required rear yard depth for a multiple unit dwelling from 12.5 m (41 ft) to 9.5 m (31.1 ft);

Subject to the following conditions:

- a. That the relief granted is only applicable upon completion of related Consent Applications B25-58-7 and B25-59-7;

b. That the Owner provide a master grading plan for all three parcels to the satisfaction of the Town of Tillsonburg Engineering Department; and

c. That the Owner provide an Ontario Building Code Matrix for each building, identifying applicable spatial separation and limiting distance requirements to the satisfaction of the Town of Tillsonburg Building Department.

Carried

Resolution # 2026-112

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT Council move out of the Committee of Adjustment and move back into regular Council session at 6:28 p.m.

Carried

9. Planning Reports

10. Delegations

10.1 Randi-Lee Durham - Free TGO Transit Rides for Job Fair Attendees

Randi-Lee Durham, Director of Employment and Literacy Programs, Multi-Service Centre attended before Council to request that transit fares be waived for attendees traveling to and from the April 22nd and upcoming fall Job Fair between the hours of 1:00 p.m. to 5:00 p.m.

Carlos Reyes, Director of Operations and Development, answered questions regarding ridership usage tracking.

Renato Pullia, Director of Finance/Treasurer, provided an overview of donation expenses in the budget for tracking purposes.

Resolution # 2026-113

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT Council receive the delegation from Randi-Lee Durham regarding Free TGO Transit Rides for Job Fair Attendees, as information;

AND THAT Council supports fare free TGO bus service April 22 between 1:00 p.m. to 5:00 p.m. to provide starting and ending at transit stop 14 for attendees attending the job fair.

Carried

11. Deputation(s) on Committee Reports

11.1 Memorial Plaque Program - RCP-26-006

Adam Kannawin, Manager of Parks and Facilities, provided an overview of the report and answered questions from members of Council.

Resolution # 2026-114

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

- A. THAT report RCP 26-006 titled “Memorial Plaque Program” be received as information; and
- B. THAT Council direct staff to report back with options and proposals for implementation of a Memorial Plaque Program at the Tillsonburg Cemetery.

Carried

11.2 Removal of Wooden Structure at Cemetery - RCP-26-007

Mr. Kannawin answered questions from members of Council.

Resolution # 2026-115

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

- A. THAT report RCP 26-007 titled “Removal of Wooden Structure at Cemetery” be received as information; and
- B. THAT Council direct staff to remove the wooden arbor/structure located in Division 5D of the Tillsonburg Cemetery.

Carried

11.3 Shade Area Proposal - RCP-26-008

Mayor Gilvesy left the Chair at 6:45 p.m. to present the following motion. Councillor Luciani assumed the Chair.

Resolution # 2026-116

Moved By: Mayor Gilvesy

Seconded By: Councillor Rosehart

BE IT RESOLVED THAT staff can determine location of shade trees in consultation with the fair board as long as the trees are deemed to be included in the 2026 budget without a report coming back to Council;

AND FURTHERMORE if the 2026 budget does not allow for a few shade trees or this is not the best scenario to provide some shade in the bandshell area then any other recommendations be brought forward to the future Mayor for consideration into the 2027 budget.

Carried

Mayor Gilvesy assumed the Chair at 6:49 p.m.

12. Information Items

12.1 Integrity Commissioner Report - Application 2025-03

Councillor Rosehart declared a pecuniary interest on item 12.1 and abstained from discussion and voting on this matter.

Resolution # 2026-117

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

THAT Council receives Integrity Commissioner Report - Application 2025-03 as information.

Carried

13. Staff Reports

13.1 Chief Administrative Officer

13.1.1 Municipal Employed Physician Model as a Recruitment and Retention Strategy - CAO-26-004

Peter Raji, Manager of Innovation and Strategic Initiatives, provided an overview of the report and answered questions from members of Council.

Resolution # 2026-118

Moved By: Councillor Spencer

Seconded By: Councillor Parsons

- A. THAT report titled “Municipal Employed Physician Model as a Recruitment and Retention Strategy” be received as information; and
- B. THAT Council adopts the recommendation from the Tillsonburg Community Health Care Advisory Committee of its March 3rd, 2026, meeting, as follows: *THAT the Community Health Care Advisory Committee receive the report titled "Municipally Employed Physician Model as a Recruitment and Retention Strategy"; and THAT the Committee recommend that Tillsonburg Town Council proceeds with Option C and D.*

Carried

13.2 Economic Development

13.3 Finance

13.3.1 2025 Statement of Remuneration and Expenses for Elected and Appointed Officials - FIN-26-006

Resolution # 2026-119

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT report FIN 26-006 titled “2025 Statement of Remuneration and Expenses for Elected and Appointed Officials” be received as information.

Carried

13.4 Fire and Emergency Services

13.5 Operations and Development

13.5.1 Contract Award RFP2026-003 Airport Management Services - OPD-26-012

Council moved back into closed session at 6:57 p.m.

C. Panschow, A. Greenway and R. Pullia left the meeting at 6:57 p.m.

Resolution # 2026-120

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT Council move into closed session to consider the following:

1.4.2 Communications for an Identifiable Individual

239 (2) (b) personal matters about an identifiable individual, including municipal or local board employee

Carried

The meeting resumed open session at 7:25 p.m.

C. Panschow, A. Greenway and R. Pullia rejoined the meeting at 7:26 p.m.

Carlos Reyes, Director of Operations and Development, provided an overview of the report and answered questions from members of Council.

Resolution # 2026-121

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

- A. THAT Council refers item 13.5.1 back to staff to review governance and management at the Tillsonburg Airport;
- B. AND THAT a short term extension be worked on with the current airport management company.

Carried

13.6 Recreation, Culture and Parks

13.6.1 Cultural Masterplan Contract Award - RCP-26-011

Andrea Greenway, Director of Recreation, Culture and Parks provided an overview of the report and answered questions from members of Council.

Resolution # 2026-122

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

THAT report RCP 26-011 “Cultural Master Plan Contract Award” be received as information.

Carried

13.6.2 Pickleball Court Project Update - RCP-26-012

Mr. Kannawin provided an overview of the report and answered questions from members of Council.

Resolution # 2026-123

Moved By: Councillor Spencer

Seconded By: Councillor Parsons

THAT report RCP-26-012 titled “Pickleball Court Project Update” be received as information.

Carried

13.6.3 Special Events Policy Update - RCP-26-009

Ms. Greenway provided an overview of the report and answered questions from members of Council.

Resolution # 2026-124

Moved By: Councillor Parsons

Seconded By: Councillor Luciani

- A. THAT report RCP 26-009 titled “Special Events Policy Update” be received as information; and
- B. THAT a by-law to amend by-law number 3859, being a by-law to adopt the Town of Tillsonburg Special Events Policy be prepared for Council consideration.

Carried

14. New Business

15. Consideration of Minutes

15.1 Advisory Committee Minutes

Resolution # 2026-125

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT Council receives the following advisory committee minutes as information:

- Community Health Care Advisory Committee March 3, 2026
- Accessibility Advisory Committee March 3, 2026
- Economic Development Advisory Committee March 10, 2026
- Youth Advisory Council March 4, 2026

Carried

15.2 Long Point Region Conservation Authority Board of Directors Minutes

Resolution # 2026-126

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT Council receive the Long Point Region Conservation Authority Board of Director minutes dated February 4, 2026, as information.

Carried

16. Motions/Notice of Motions

17. Resolutions/Resolutions Resulting from Closed Session

18. By-Laws

18.1 By-Law 2026-023, a by-law to appoint a Clerk for the Town of Tillsonburg

Resolution # 2026-127**Moved By:** Councillor Rosehart**Seconded By:** Councillor Spencer

THAT the following by-law 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.

- By-Law 2026-023 A By-Law to Appoint a Clerk for the Town of Tillsonburg

Carried**19. Confirm Proceedings By-law****Resolution # 2026-128****Moved By:** Councillor Spencer**Seconded By:** Councillor Parsons

THAT By-Law 2026-024, to Confirm the Proceedings of the Council Meeting held on Monday, March 23, 2026, 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. Items of Public Interest**

This portion of the meeting is not recorded.

21. Adjournment**Resolution # 2026-128****Moved By:** Councillor Parsons**Seconded By:** Councillor Luciani

THAT the Council meeting of Monday, March 23, 2026 be adjourned at 7:43 p.m.

Carried