

# The Corporation of the Town of Tillsonburg

## Economic Development Advisory Committee Meeting

### MINUTES

Tuesday, April 14, 2026

12:00 PM

Thompson Goossens Accountants Boardroom

21 Oxford Street, Tillsonburg

ATTENDANCE: Dane Willson  
Councillor Bob Parsons  
Deb Gilvesy, Mayor  
Lisa Gilvesy  
Andrew Burns  
Randy Thornton  
Gurvir Hans  
Steve Spanjers  
Jesse Goossens  
Kirby Heckford  
Mark Renaud, Executive Director, Tillsonburg BIA  
Scot Bolton, Chamber of Commerce Representative

Regrets: Randi-Lee Durham

Staff: Kyle Pratt, Chief Administrative Officer  
Cephas Panschow, Development Commissioner  
Duncan Bryce, Executive Assistant

#### 1. Call to Order

The meeting was called to order at 12:14 p.m.

#### 2. Adoption of Agenda

##### Resolution # 1

**Moved By:** Councillor Parsons

**Seconded By:** Steve Spanjers

THAT the agenda as prepared for the Economic Development Advisory Committee meeting of April 14, 2026, be adopted.

**Carried**

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

There were no disclosures of pecuniary interest.

**4. Adoption of Minutes of Previous Meeting**

**Resolution # 2**

**Moved By:** Scot Bolton

**Seconded By:** Dane Wilson

THAT the minutes of the previous Economic Development Advisory Committee meeting of March 10, 2026, be approved.

**Carried**

**5. General Business and Reports**

**5.1 Monthly Activity Update**

C. Panschow provided a summary of the attached Monthly Activity Update Report.

There was discussion regarding Tillsonburg's water capacity.

**5.2 2025 Annual Activity Report**

C. Panschow provides an overview of the attached 2025 Annual Activity Report.

**5.3 VIP Environmental Assessment Process Update**

C. Panschow noted comments have been requested by April 30, with the link contained within the attached.

**5.4 New Development Rules**

A. Burns added this to the agenda for discussion.

K. Heckford notes more information should be released by the end of April.

K. Heckford notes the City of Burlington has removed residential development charges for two years.

### **5.5 Requirement for Retail Market Studies**

D. Wilson added this item to the agenda for discussion after noting a property being required to produce a retail market study.

It was noted requirements surrounding Retail Market Studies come from the County.

Town staff will request County staff to attend a future committee meeting to review this process and relevant requirements with Committee members.

### **5.6 MTO Impacts to Site Plan Approval Times**

D. Wilson brought this item to the Committee for discussion, noting significant wait times for site plan approvals.

D. Gilvesy notes this will be revisited in November to review potentially bringing this forward to a ROMA delegation.

## **6. Community Strategic Plan**

### **6.1 Affordable and Attainable Housing Advisory Committee**

#### **6.1.1 Minutes - Affordable and Attainable Advisory Committee**

There were no comments.

### **6.2 Health Care Committee**

#### **6.2.1 Minutes - Community Health Care Advisory Committee**

There were no comments.

## **7. Boundary Adjustment**

## **8. Community Organization Updates**

### **8.1 Downtown Business Improvement Association**

#### **8.1.1 Report from BIA Chair**

M. Renaud provided an overview of the monthly BIA report.

### **8.2 Tillsonburg District Chamber of Commerce**

#### **8.2.1 Report from Chamber**

S. Bolton provided an overview of the monthly Chamber report.

**9. Round Table**

C. Panschow notes an upcoming small business pop-up event.

**10. Next Meeting**

12:00 p.m., May 12, 2026

**11. Adjournment**

**Resolution # 3**

**Moved By:** Dane Willson

**Seconded By:** Kirby Heckford

THAT the meeting be adjourned at 1:37 p.m.

**Carried**