

MINUTES



Monday, December 10, 2018
6:00 PM
Council Chambers
200 Broadway, 2nd Floor

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

Staff: David Calder, CAO
Donna Wilson, Town Clerk
Kevin De Leebeeck, Director of Operations
Dave Rushton, Director of Finance
Rick Cox, Director of Recreation, Culture and Parks
Amelia Jaggard, Legislative Services Coordinator

Regrets: Jeff Smith, Fire Chief

1. Call to Order

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

2. Closed Session

3. Adoption of Agenda

Resolution # 1

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT the Agenda as prepared for the Council meeting of Monday, December 10, 2018, be adopted.

Carried

4. Moment of Silence

5. Disclosures of Pecuniary Interest and the General Nature Thereof

No disclosures of pecuniary interest were declared.

6. Adoption of Council Minutes of Previous Meeting

Resolution # 2

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT the Minutes of the Council meeting of Monday, November 26, 2018, be approved.

Carried

7. Presentations

7.1 Volunteer Achievement Award, Greg Mitchell

Presented by: Mayor Molnar and Sam Lamb

8. Public Meetings

9. Planning Applications

10. Delegations

10.1 Tillsonburg Airport Development

Geoffrey Lee and Mark Kniss presented a delegation regarding Tillsonburg Airport Development.

Opportunity was given for comments and questions from Council.

Resolution # 3

Moved By: Councillor Gilvesy

Seconded By: Councillor Rosehart

THAT the Delegation regarding Tillsonburg Airport Development be received;

AND THAT the matter be referred to staff for a report back to Council which shall include the following:

- A legal interpretation of Federal Aviation Rules with regards to the authority to issue building permits - South-West Oxford or Tillsonburg no later than the January 28, 2019 Council meeting;
 - A new business model incorporating a flight school instructor/manager model be investigated;
 - A risk assessment for the general public accessing the airport;
- AND THAT the following be added to the 2019 budget deliberations for consideration:

- The extension of the 25ft X 230ft taxiway;
- Commercial taxiway repairs; and
- Testing of the load capacity of hydro.

Carried

10.2 Tillsonburg Community Centre Revised Traffic Management

Diane Fish appeared before Council in opposition to Agenda item 14.6.4. OPS 18-36 - Tillsonburg Community Centre Revised Traffic Management. Mrs. Fish raised concerns about increased traffic flow on Sanders Street as a result of the proposed By-law 4242 to amend Traffic By-law 3701 permitting the closure of the Sanders Street Extension and restricting Alley Alley to one-way traffic.

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT Council receive the Delegation presentation of Diane Fish, as information.

Carried

14.6.4 OPS 18-36 - Tillsonburg Community Centre Revised Traffic Management;

Resolution # 21

Moved By: Councillor Luciani

Seconded By: Councillor Esseltine

THAT Council receive Report OPS 18-36 Tillsonburg Community Centre Revised Traffic Management;

AND THAT By-law 4242 to amend Traffic By-law 3701 permitting the closure of the Sanders Street Extension and restricting Alley Alley to one-way traffic, be brought forward for council consideration.

Defeated

11. Deputation(s) on Committee Reports

11.1 Town Hall Project Steering Committee Recommendation

Andrew Gilvesy, Chair of the Town Hall Project Steering Committee, presented the Town Hall Project Steering Committee Recommendation.

Opportunity was given for comments and questions from Council.

Resolution # 4

Moved By: Councillor Gilvesy

Seconded By: Councillor Parker

THAT Council receive the Town Hall Project Steering Committee Recommendation – Release of Request for Proposals as information;

AND THAT this information be forwarded to staff for a report back to Council.

Defeated

Moved By: Councillor Esseltine

Seconded By: Councillor Luciani

THAT Council receive the Town Hall Project Steering Committee Recommendation - Release of Request for Proposals as information;

AND THAT staff be directed to move forward with the release of the Request for Proposal at this time.

Carried

12. Information Items

12.1 OGRA Board of Directors - Call for Nominations

Resolution # 5

Moved By: Councillor Parker

Seconded By: Councillor Esseltine

THAT Council receive OGRA Board of Directors - Call for Nominations as information;

AND THAT Council Nominate Dave Beres to serve on the OGRA Board of Directors for the 2019 - 2021 term of Office.

Carried

12.2 Oxford Invitational Youth Robotics Challenge 2018 - Letter

Resolution # 6

Moved By: Councillor Parker

Seconded By: Councillor Gilvesy

THAT Council receive the letter regarding the Oxford Invitational Youth Robotics Challenge 2018, as information.

Carried

12.3 Ministry of Municipal Affairs and Housing - Municipal Reporting Burden

Resolution # 7

Moved By: Councillor Esseltine

Seconded By: Councillor Beres

THAT Council receive the letter from the Ministry of Municipal Affairs and Housing regarding Municipal Reporting Burden, as information.

Carried

13. Mayor's Report

13.1 MYR 18-11 - Update - County of Oxford

Resolution # 8

Moved By: Councillor Esseltine

Seconded By: Councillor Beres

THAT Council receives report MYR 18-11, as information.

Carried

14. Staff Reports

14.1 Chief Administrative Officer

14.1.1 CAO 18-15 - Retail Cannabis in Ontario revised

Staff to request public input and report back to Council at the January 14, 2019 Council meeting.

Resolution # 9

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT Council receive report CAO 18-15 Retail Cannabis in Ontario for information.

AND THAT report CAO 18-15 Retail Cannabis in Ontario be provided to the Tillsonburg Police Services Board for comment;

AND FURTHER THAT Staff report at the Council meeting scheduled for January 14th, 2019, with a recommended option regarding retail cannabis in Tillsonburg for Town Council's consideration.

Carried

14.2 Town Clerk

14.2.1 CLK 18-31 - Committee of Adjustment

Resolution # 10

Moved By: Councillor Luciani

Seconded By: Councillor Gilvesy

THAT Council receives Report CLK 18-31, Committee of Adjustment Appointment;

AND THAT all members of Tillsonburg Town Council be appointed to the Committee of Adjustment;

AND FURTHER THAT an Appointment By-law be brought forward for Council's consideration.

Carried

14.2.2 CLK 18-20 - 2019 Council Meeting Calendar

Resolution # 11**Moved By:** Councillor Beres**Seconded By:** Councillor Luciani

THAT Council receives Report CLK 18-29, 2019 Meeting Calendar;

AND THAT the following regular Council Meetings be re-scheduled or cancelled for 2019:

Monday, February 25, 2019 is re-scheduled to Thursday, February 28, 2019 due to the OGRA Conference (February 24 - 27, 2019);

Monday, April 22, 2019 is re-scheduled to Tuesday, April 23, 2019 due to Easter Monday;

Monday, June 10, 2019 is re-scheduled to Thursday, June 13, 2019 due to the AMCTO Conference (June 9 - 12, 2019);

Monday, July 22, 2019 is cancelled;

Monday, August 26, 2019 is cancelled;

Monday, October 14, 2019 is re-scheduled to Tuesday, October 15, 2019 due to Thanksgiving;

Monday, November 11, 2019 is re-scheduled to Tuesday, November 12, 2019 due to Remembrance Day; and

Monday, December 23, 2019 is cancelled;

AND THAT the following budget Council Meetings be scheduled:

Monday, December 17, 2018 at 6:00 pm – 8:30 pm;

Monday, January 7, 2019, 9:00 am – 4:00 pm;

Thursday, January 17, 2019, 9:00 am – 4:00 pm;

Monday, January 21, 2019, 5:00 pm – 9:00 pm;

Thursday, January 24, 2019, 5:00 pm – 9:00 pm.

AND THAT the 2019 Meeting Calendar, be approved.

Carried

14.2.3 Appointment to Conservation Authorities

Resolution # 12**Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT Council receive the correspondence from the County of Oxford regarding appointments to Conservation Authorities;

AND THAT Council recommend Dave Beres as the Town of Tillsonburg representative to Long Point Region Conservation Authority for the 2019 - 2022 term.

Carried

14.2.4 CLK 18-32 - Committees of Council

There were three councillors who requested their names be brought forward for consideration.

The Town Clerk arranged for a selection method which provided the names to be drawn by the CAO.

As a result of the draw, the following resolution was passed by council.

Council members will be asked to provide their interest in committees to the Town Clerk prior to the January Council Meeting.

Resolution # 13**Moved By:** Councillor Beres**Seconded By:** Councillor Luciani

THAT Council receives report CLK 19-01 Committees of Council;

AND THAT Mayor Stephen Molnar, Councillor Gilvesy, Councillor Luciani and the Town Clerk form a Council Nominating Committee for the 2018 – 2022 term of Town Committees.

14.2.5 CLK 18-34 - Deputy Mayor**Resolution # 14****Moved By:** Councillor Luciani**Seconded By:** Councillor Rosehart

THAT Council receives Report CLK 18-34 Deputy Mayor Position;

AND THAT Council appoint Councillor Beres as Deputy Mayor for a 1 year/month term;

AND THAT an additional \$1,300.00 remuneration be provided for this position;

AND THAT a By-Law be brought forward for Council consideration.

Carried

14.2.6 CLK 18-35 - Alternate County Council Position

Resolution # 15

Moved By: Councillor Gilvesy

Seconded By: Councillor Luciani

THAT Council receives Report CLK 18-35, Alternate County Council Position, as information.

Carried

14.3 Development and Communication Services

14.3.1 DCS 18-42 - Appointment of Building Inspector

Resolution # 16

Moved By: Councillor Gilvesy

Seconded By: Councillor Luciani

THAT Council receives Report DCS 18-42 – Appointment of Building Inspector, as information.

AND THAT a By-Law to appoint John Vandenheede as a Building Official, Property Standards Officer and Provincial Offences Officer for the Town of Tillsonburg be brought forward for Council consideration.

Carried

14.3.2 DCS 18-43 - Lease with Oxford County Community Health Centre

Resolution # 17

Moved By: Councillor Parker

Seconded By: Councillor Gilvesy

THAT Council receive Report DCS 18-43 Lease with Oxford County Community Health Centre;

AND THAT the Mayor and Clerk be authorized to enter into a lease agreement for the lands described as part of Lot 2, Concession 5 North of Talbot Road, and more specifically described as Parts 1 and 2, Plan 41R-4211, with the Oxford County Community Health Centre, subject to the terms and conditions contained within the lease agreement;

AND THAT a bylaw be brought forward in that regard.

Carried

14.4 Finance

14.5 Fire and Emergency Services

14.6 Operations

14.6.1 OPS 18-33 - Results for RFP2018-004 Old Vienna Road Slope Stability Study

Resolution # 18

Moved By: Councillor Parker

Seconded By: Councillor Luciani

Deferred Motion

THAT Council receive Report OPS 18-33 Results for RFP 2018-004 Old Vienna Road Slope Stability Study;

AND THAT Council award RFP 2018-004 to DST Consulting Engineers Inc. of Sudbury, ON at a cost of \$67,272.52 (net HST included), the highest scoring proposal received;

AND THAT Council authorize the use of Asset Management Reserves to fund the remaining project costs.

Carried

14.6.2 OPS 18-34 - Results for RFQ 2018-008 Hydro Utility Truck

Resolution # 19

Moved By: Councillor Esseltine

Seconded By: Councillor Parker

THAT Council receive Report OPS 18-34, Results for RFQ 2018-008 Hydro Utility Truck;

AND THAT Council award RFQ 2018-008 to Oxford Dodge Chrysler Ltd. of London, Ontario at a cost of \$62,465.38 (net HST included).

Carried

14.6.3 OPS 18-35 - Broadway and Trans Canada Trail Crossing

RCP Staff to determine if Oxford County would become a partner on this project.

Resolution # 20

Moved By: Councillor Esseltine

Seconded By: Councillor Luciani

THAT Council receive Report OPS 18-35 Broadway and Trans Canada Trail Crossing;

AND THAT Council approves a mid-block controlled pedestrian crossing at Broadway and the Trans Canada Trail;

AND THAT Council refer the pedestrian crossing facility costs in the amount of \$90,000 to the 2019 capital budget deliberations.

Carried

14.6.5 OPS 18-23 - Oak Park Estates Subdivision Special Area Levy

Resolution # 22

Moved By: Councillor Luciani

Seconded By: Councillor Esseltine

THAT Council receive Report OPS 18-23 OakPark Estates Subdivision Special Services Levy;

AND THAT By-law 4220 to adopt the OakPark Estates Subdivision Special Services Levy be brought forward for Council consideration.

Carried

14.6.6 OPS 18-37 - Hanger 4 - Land Lease Amendment

Resolution # 23**Moved By:** Councillor Beres**Seconded By:** Councillor Luciani

THAT Council receive Report OPS 18-37 Hangar 4 - Land Lease Amendment;

AND THAT Council approve the amendments to the Hangar 4 Land Lease Agreement with Rick Lee;

AND THAT Mayor and Clerk be authorized to execute the Airport Hangar Land Lease Amendment with Rick Lee.

Carried

14.7 Recreation, Culture & Park Services**14.7.1 RCP 18-43 - Child Recreation Program Fee Subsidy Contract 2019-2021****Resolution # 24****Moved By:** Councillor Beres**Seconded By:** Councillor Luciani

THAT Council receives Report RCP 18-43 - Child Recreation Program Fee Subsidy Contract 2019-2021;

AND THAT the Town of Tillsonburg enters a three-year agreement with the County of Oxford to provide subsidized recreation programs;

AND THAT Council authorizes the Mayor and Clerk to sign the Service Contract.

Carried

15. New Business**16. Consideration of Committee Minutes****16.1 Committee Minutes****Resolution # 25****Moved By:** Councillor Rosehart**Seconded By:** Councillor Gilvesy

THAT Council receive the Museum Advisory Committee minutes dated November 22, 2018, and the Airport Advisory Committee minutes dated November 26, 2018, as information.

Carried

17. Motions/Notice of Motions

18. Resolutions/Resolutions Resulting from Closed Session

19. By-Laws

19.1 By-Law 4233 To Appoint a Committee of Adjustment for the Town of Tillsonburg

19.2 By-law 4220, To Authorize A Special Local Municipal Levy On Rateable Property

19.3 By-Law 4241, To appoint a Deputy Chief Building Official, John Vandenheede

19.4 By-Law 4239, To Authorize a Memorandum of Understanding between the Corporation of the Town of Tillsonburg and the Board of Directors of the Tillsonburg Senior Centre.

19.5 By-Law 4240 to enter into an agreement with Her Majesty The Queen In Right Of Ontario, 31 Earle Street

Resolution # 26

Moved By: Councillor Rosehart

Seconded By: Councillor Gilvesy

THAT By-Law 4233 To Appoint a Committee of Adjustment for the Town of Tillsonburg; and

By-law 4220, To Authorize A Special Local Municipal Levy On Rateable Property; and

By-Law 4241, To appoint a Deputy Chief Building Official, John Vandenheede; and

By-Law 4239, To Authorize a Memorandum of Understanding between the Corporation of the Town of Tillsonburg and the Board of Directors of the Tillsonburg Senior Centre; and

By-Law 4240 to enter into an agreement with Her Majesty The Queen In Right Of Ontario, 31 Earle Street, 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. Confirm Proceedings By-law

Resolution # 27

Moved By: Councillor Gilvesy

Seconded By: Councillor Rosehart

THAT By-Law 4243, to Confirm the Proceedings of the Council meeting held on December 10, 2018, 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. Items of Public Interest

Swim with Santa at the Tillsonburg Community Centre pool on Saturday, December 22, 2018 from 2:30 p.m. to 4:00 p.m.

There will be free public skates at the Tillsonburg Community Centre on the following dates, December 27, 28, 30 and 31, 2018 and January 2, 3 and 4, 2019.

Visit Annandale National Historic Site to see the Christmas at Annandale display throughout the holidays.

Tillsonburg residents are being asked to take part in a Tillsonburg Aquatics Facility Study survey which will help the Town understand the types of aquatic activities and design features that residents value most.

Staff will be conducting a budget deliberations education session for Council Members on Monday, December 17, 2018 at 6:00 p.m.

Tillsonburg & District Historical Society are currently selling tickets for their "Christmas Raffle."

The Mayor's Levy is on January 6, 2018 between 2:00 p.m. to 4:00 p.m. at the Annandale National Historic Site.

22. Adjournment

Resolution # 28

Moved By: Deb Gilvesy

Seconded By: Councillor Rosehart

THAT the Council Meeting of Monday, December 10, 2018, be adjourned at 9:42 p.m.

Carried