

The Corporation of the Town of Tillsonburg

Council Meeting

MINUTES



Tuesday, January 24, 2023
6:00 PM
Council Chambers
200 Broadway, 2nd Floor

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

Staff: Kyle Pratt, Chief Administrative Officer
Tanya Daniels, Director of Corporate Services/Clerk
Johnathon Graham, Director of Operations & Development
Julie Columbus, Director of Recreations, Culture & Parks
Cephas Panschow, Development Commissioner
Amelia Jaggard, Deputy Clerk

1. Call to Order

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

2. Closed Session

3. Moment of Silence

4. Adoption of Agenda

Resolution # 2023-035

Moved By: Councillor Spencer

Seconded By: Councillor Luciani

THAT the Agenda as prepared for the Council meeting of January 24, 2023, with agenda item 13.6.1 (Staff Report OPD 23-08) being dealt with immediately following agenda item 7.2 (Planning and Development Service Delivery Review Presentation);

AND THAT Larry Scanlan, Police Services Board Chair, be added as a delegation to speak to agenda item 12.2 Tillsonburg Police Services Board Resolution 448 Re: False Alarm By-Law;

AND THAT agenda items 18.4 and 18.7 be withdrawn from the agenda, be approved.

Carried

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 # 2023-036

Moved By: Councillor Rosehart

Seconded By: Deputy Mayor Beres

THAT the Council meeting minutes dated January 9, 2023, and the Council Budget meeting minutes dated January 16, 2023, be approved.

Carried

7. Presentations

7.1 MPAC 101

Jeremy Gough, Account Manager, Municipal & Stakeholder Relations, appeared before Council to provide an overview of the Municipal Property Assessment Corporation.

Resolution # 2023-037

Moved By: Councillor Parker

Seconded By: Councillor Parsons

THAT Council receives the presentation from the Municipal Property Assessment Corporation (MPAC) as information.

Carried

7.2 Town of Tillsonburg Planning and Development Service Delivery Review Completed by Leading Ledge Group

JoAnne Harris, Leading Ledge Group, appeared before Council to present the Town of Tillsonburg Planning and Development Service Delivery Review completed by Leading Ledge Group.

Agenda item 13.6.1 was dealt with next.

8. Public Meetings

8.1 Application for Zone Change ZN 7-22-16 – Darrell Stubbe

Laurel Davies Snyder, Development Planner, Oxford County, appeared before Council to provide an overview of the application. Staff recommend approval of the zone change application.

Opportunity was provided for comments and questions from Council.

The applicant was not in attendance.

No members of the public appeared before Council either in support or opposition to the application.

Resolution # 2023-039

Moved By: Councillor Parsons

Seconded By: Councillor Spencer

THAT Council approve the zone change application submitted by Darrel Stubbe, whereby the lands described as Lot 26, Plan M131, Town of Tillsonburg, known municipally as 5 Mary Street, are to be rezoned from 'Low Density Residential Type 2 Zone (R2-S)' to 'Special Low Density Residential Type 2 (R2-sp)' to permit a second residential unit in the basement of an existing single-detached dwelling.

Carried

8.2 Application for Zone Change ZN 7-22-17 – Skylight Real Estate Inc.

Eric Gilbert, Senior Planner, Oxford County, appeared before Council to provide an overview of the application. Staff recommend approval in principal of the zone change application.

Opportunity was provided for comments and questions from Council.

The applicant was not in attendance.

No members of the public appeared before Council either in support or opposition to the application.

Resolution # 2023-040

Moved By: Deputy Mayor Beres

Seconded By: Councillor Parker

THAT Council approve-in-principle the zone change application submitted by Skylight Real Estate Inc., whereby the lands described as Lot 637, Plan 500, in the Town of Tillsonburg known municipally as 309 Broadway are to be rezoned from 'Low Density Residential Type 1 Zone (R1)' to 'Low Density Residential Type 3 Zone (R3)' to recognize an existing legal non-conforming triplex on the subject lands.

Carried

9. Planning Reports

10. Delegations

10.1 Andrew Tucker Re: Backyard Chickens

Andrew Tucker appeared before Council to request that Council adopt a by-law to allow for backyard chickens similar to Norfolk County's by-law.

Resolution # 2023-041

Moved By: Councillor Spencer

Seconded By: Councillor Rosehart

THAT Council receives the delegation from Andrew Tucker as information.

AND THAT staff be instructed to report back with recommendations from current existing municipalities with back yard chicken bylaws in place already, to determine the effectiveness and / or the adversities of said implemented bylaws;

AND THAT staff report of any reports, complaints and adversities of Tillsonburg residents that have existing backyard hens that were grandfathered in.

Carried

10.2 Larry Scanlan, Police Services Board Chair Re: agenda item 12.2 Tillsonburg Police Services Board Resolution 448 Re: False Alarm By-Law

Larry Scanlan, Police Services Board Chair, appeared before Council to speak to agenda item 12.2 Tillsonburg Police Services Board Resolution 448 regarding the Town of Tillsonburg False Alarm By-Law. The Police Services Board recommends that Council amends the Town's False Alarm By-Law to remove Section 4 "Appeals."

Resolution # 2023-042

Moved By: Councillor Luciani

Seconded By: Councillor Rosehart

THAT Council receives the delegation from Larry Scanlan, Police Services Board Chair, as information;

AND THAT the False Alarm By-Law be amended to remove Section 4 "Appeals".

Carried

11. Deputation(s) on Committee Reports

12. Information Items

12.1 Oxford County Memo Re: Backflow Prevention Program Notice of Public Consultation

12.2 Tillsonburg Police Services Board Resolution 448 Re: False Alarm By-Law

Resolution # 2023-043

Moved By: Councillor Parsons

Seconded By: Deputy Mayor Beres

THAT Council receives the correspondence from Oxford County dated January 16, 2023 and the Tillsonburg Police Services Board correspondence dated January 18, 2023, as information.

Carried

13. Staff Reports

13.1 Chief Administrative Officer

13.2 Corporate Services

13.2.1 CS 23-01 Committee Member Selection

Resolution # 2023-044

Moved By: Councillor Spencer

Seconded By: Councillor Luciani

THAT Council receives report CS 23-01 Committee Member Selection;

AND THAT a by-law be brought forward for Council's consideration to appoint members to the Committees;

AND THAT staff advertise for one vacancy on the Affordable and Attainable Housing Committee;

AND THAT the Committees' Terms of Reference be amended to allow for a maximum of 12 members and a maximum of 13 members on the Parks, Beautification and Cemetery Committee.

AND THAT staff send a letter to guidance departments of Glendale High School and St. Mary Roman Catholic High School asking that guidance reach out to youth who reside in the Town of Tillsonburg and surrounding area, for applications to the Youth Engagement and Strategy Committee. Furthermore, with recommendation to said guidance department, to reach out to invite Youth Leaders such as Prime Minister and Student council, Key Club, House Council, Athletic Council, Alliance Groups and Sports leaders in both female and male sports teams, Junior Achievement members, as well as any students the guidance department, feel suitable.

AND THAT the Town of Tillsonburg staff include this advertisement on media platforms, in the Tillsonburg area for this committee.

Carried

13.3 Economic Development

13.4 Finance

13.5 Fire and Emergency Services

13.6 Operations and Development

13.6.1 OPD 23-08 The Town of Tillsonburg's Third Party Planning and Development Service Delivery Review

Resolution # 2023-038

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT report OPD 23-08 the Town of Tillsonburg's Third Party Planning and Development Service Delivery Review be received as information;

AND THAT the final reports and presentation material as prepared by Leading Ledge Group included under agenda item 7.2, be presented/shared with Oxford County and posted on the Town of Tillsonburg website.

Carried

Agenda item 8.1 was dealt with next.

13.7 Recreation, Culture and Parks

14. New Business

15. Consideration of Minutes

15.1 Advisory Committee Minutes

Resolution # 2023-045

Moved By: Councillor Rosehart

Seconded By: Councillor Spencer

THAT Council receives the Economic Development Advisory Committee minutes dated December 13, 2022, as information.

Carried

15.2 Long Point Region Conservation Authority Board of Directors Minutes

Resolution # 2023-046

Moved By: Councillor Luciani

Seconded By: Deputy Mayor Beres

THAT Council receives the Long Point Region Conservation Authority Minutes dated December 7, 2022, as information.

Carried

15.3 Tillsonburg Police Service Board Minutes

Resolution # 2023-047

Moved By: Councillor Parsons

Seconded By: Councillor Rosehart

THAT Council receives the Tillsonburg Police Service Boards Minutes and Reports dated December 12, 2022, as information.

Carried

16. Motions/Notice of Motions

17. Resolutions/Resolutions Resulting from Closed Session

18. By-Laws

18.1 By-Law 2023-009, to appoint members to Town of Tillsonburg Council advisory committees

18.2 By-Law 2023-010, to repeal By-Law 3883 that authorized a airport hangar land lease agreement for Taxiway C1 Lot 9 with Danny Richer

18.3 By-Law 2023-011, to repeal By-Law 2022-067 that appointed an acting clerk for the Town of Tillsonburg

18.4 A By-Law to appoint Directors to the Board of Management of the Tillsonburg Business Improvement Area (BIA)

Withdrawn.

- 18.5 By-Law 2023-012, to amend Procedural By-Law 4173 (Electronic Meeting Participation)**
- 18.6 By-Law 2023-013, to amend By-Law 2020-091 being a by-law to adopt and maintain a policy with respect to the delegation of the Corporation of the Town of Tillsonburg's powers and duties**
- 18.7 A By-Law to authorize the Tillsonburg Community Centre Concession Lease (Snack Bar and Waterpark Concession Lease) Agreement with Chrissy's Catering for a term of 2023-2025**

Withdrawn.

- 18.8 By-Law 2023-014, to amend Zoning By-Law Number 3295, as amended (ZN 7-22-16)**

Resolution # 2023-048

Moved By: Councillor Luciani

Seconded By: Councillor Parker

THAT By-Law 2023-009, to appoint members to Town of Tillsonburg Council advisory committees; and
 By-Law 2023-010, to repeal By-Law 3883 that authorized a airport hangar land lease agreement for Taxiway C1 Lot 9 with Danny Richer; and
 By-Law 2023-011, to repeal By-Law 2022-067 that appointed an acting clerk for the Town of Tillsonburg; and
 By-Law 2023-012, to amend Procedural By-Law 4173 (Electronic Meeting Participation); and
 By-Law 2023-013, to amend By-Law 2020-091 being a by-law to adopt and maintain a policy with respect to the delegation of the Corporation of the Town of Tillsonburg's powers and duties; and
 By-Law 2023-014, to amend Zoning By-Law Number 3295, as amended (ZN 7-22-16), 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. Confirm Proceedings By-law

Resolution # 2023-049

Moved By: Councillor Spencer

Seconded By: Councillor Luciani

THAT By-Law 2023-008, to Confirm the Proceedings of the Council Meeting held on January 24, 2023, 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

Upcoming Council meetings include:

- Monday, February 13, 2023 at 6:00 p.m. regular meeting (2023 budget deliberations continued).
- Monday, February 27, at 6:00 p.m. regular meeting.

21. Adjournment

Resolution # 2023-050

Moved By: Councillor Rosehart

Seconded By: Councillor Parsons

THAT the Council meeting of January 24, 2023 be adjourned at 7:52 p.m.

Carried