

The Corporation of the Town of Tillsonburg

Economic Development Advisory Committee Meeting

AGENDA



Tuesday, November 12, 2024

12:00 PM

Thompson Goossens Accountants Boardroom

21 Oxford Street, Tillsonburg

1. Call to Order

2. Adoption of Agenda

Moved By: _____

Seconded By: _____

THAT the Agenda as prepared for the Economic Development Advisory Committee meeting of Tuesday, November 12, 2024, be adopted.

3. Disclosures of Pecuniary Interest and the General Nature Thereof

4. Adoption of Minutes of Previous Meeting

Moved By: _____

Seconded By: _____

THAT the minutes of the Economic Development Advisory Committee of October 8, 2024, be approved.

5. Presentations

5.1 Comprehensive Zoning By-Law Review Consultation

Presented by: Eric Gilbert, Manager of Development Planning

6. Closed Session

Proposed Resolution #

Moved By: _____

Seconded By: _____

THAT the Economic Development Advisory Committee move into Closed Session to consider the following:

Item 6.4.1 Phase 2 VIP – Opinion of Value and Marketing Strategy

239 (2) (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

6.1 Adoption of Closed Session Agenda

6.2 Disclosures of Pecuniary Interest and the General Nature Thereof

6.3 Adoption of Previous Closed Committee Meeting Minutes

6.4 Reports

6.4.1 Phase 2 VIP Lands - Opinion of Value and Marketing Strategy

7. General Business and Reports

7.1 Monthly Activity Update

8. Planning Items Circulation

9. Community Strategic Plan

9.1 Town Hall Update

9.2 Affordable and Attainable Housing Committee

9.3 Health Care Committee

9.3.1 Minutes - Community Health Care Advisory Committee

10. Boundary Adjustment

11. Community Organization Updates

11.1 Downtown Business Improvement Association

11.1.1 Report from Executive Director

11.2 Tillsonburg District Chamber of Commerce

11.2.1 Report from CEO

11.3 Woodstock, Ingersoll, Tillsonburg and Area Association of Realtors

11.4 Tillsonburg Multi-Service Centre Report

12. Information Items

12.1 Build in Bruce Web Portal

<https://www.brucecounty.on.ca/multi-residential-development>

13. Round Table

14. Next Meeting

15. Adjournment

Moved By: _____

Seconded By: _____

THAT the Economic Development Advisory Committee meeting of Tuesday, November 12, 2024 be adjourned at _____ p.m.

The Corporation of the Town of Tillsonburg

Economic Development Advisory Committee Meeting

MINUTES

Tuesday, October 8, 2024

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
Randi-Lee Durham
Steve Spanjers
Mark Renaud, Executive Director, Tillsonburg BIA
Ashley Edwards, CEO, Tillsonburg District Chamber of
Commerce

Regrets:

Suzanne Renken
Jesse Goossens
Kirby Heckford

Staff:

Kyle Pratt, Chief Administrative Officer
Cephas Panschow, Development Commissioner
Laura Pickersgill, Executive Assistant

1. Call to Order

The meeting was called to order at 12:00 p.m.

2. Adoption of Agenda

Resolution # 1**Moved By:** Lisa Gilvesy**Seconded By:** Randy Thornton

THAT the Agenda as prepared for the Economic Development Advisory Committee meeting of Tuesday, October 8, 2024, be adopted.

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

No disclosures of pecuniary interest were declared.

4. Adoption of Minutes of Previous Meeting**Resolution # 2****Moved By:** Councillor Parsons**Seconded By:** Randy Thornton

THAT the minutes of the Economic Development Advisory Committee of September 10, 2024, be approved.

Carried**5. General Business and Reports****5.1 Monthly Activity Update**

C. Panschow provided an overview of the monthly activity update report.

There was a discussion regarding contributions from community service groups in funding municipal assets.

The following motion was then passed:

Resolution # 3**Moved By:** Dane Willson**Seconded By:** Randy Thornton

THAT the Economic Development Advisory Committee recommends to Council to explore possibilities of having local service clubs be able to support in the construction or maintenance of projects to the Town and to investigate any barriers associated with such support.

Carried

6. Information Items

6.1 Provincial Policy Statements Draft News Release

6.2 Provincial Planning Statement - Briefing Memo

There was a discussion regarding the changes proposed in these updates and the potential implications.

Resolution # 4

Moved By: Mark Renaud

Seconded By: Randy Thornton

THAT the Economic Development Advisory Committee recommends to Council that a letter be sent to MPP Hardeman, the Ministry of Municipal Affairs and Housing and the Premier in regards to having equitable representation, for the amount of people the Town is representing, at the County governance level.

Carried

7. Planning Items Circulation

8. Community Strategic Plan

8.1 Affordable and Attainable Housing Committee

C. Panschow provided an update on the scaled back development the Committee is looking at for the 31 Earle Street project.

The County is drafting an expression of interest to determine preliminary interest in a scaled back development with potential ownership options.

8.2 Health Care Committee

8.2.1 Minutes - Community Health Care Advisory Committee

K. Pratt noted that there will be further developments coming out of the meeting scheduled on Thursday.

There will be clinic space available across from hospital at the beginning of November as the current physician is relocating downtown.

The Town continues to support the Nurse Practitioner-Led Clinic application.

Oxford Ontario Health put out resources for the public to access on available regional supports.

9. Boundary Adjustment

There was no further discussion.

10. Community Organization Updates

10.1 Downtown Business Improvement Association

10.1.1 Report from BIA Chair

M. Renaud provided a summary of the report and upcoming events.

Opportunity was provided to ask questions.

10.2 Tillsonburg District Chamber of Commerce

10.2.1 Report from CEO

A. Edwards provided an overview of the report.

Opportunity was provided to ask questions.

10.3 Woodstock, Ingersoll, Tillsonburg and Area Association of Realtors

There was no report provided this month.

10.4 Multi-Service Centre Report

10.4.1 Monthly Report

R. Durham provided an overview of the report.

Opportunity was provided to ask questions.

There was a discussion regarding the promotion of resources to start up a business in Town. C. Panschow will circulate what is currently available on the Town's website and solicit feedback on any comments.

11. Round Table

There were no new updates.

12. Next Meeting

November 12, 2024 12:00 p.m.

13. Adjournment

Resolution # 5

Moved By: Mark Renaud

Seconded By: Mayor Gilvesy

THAT the Economic Development Advisory Committee meeting of Tuesday, October 8, 2024 be adjourned at 1:04 p.m.

Carried

Town of Tillsonburg Comprehensive Zoning By-law Review Update

Tillsonburg Community Centre – October 29, 2024

Agenda

- **Introduction of Town of Tillsonburg and Oxford County staff**
- **Timeframes**
- **Detailed Outline of Proposed Modifications to the Zoning By-law**
- **Questions and Discussion**

Town of Tillsonburg/Oxford County Staff

- Town of Tillsonburg Council
- Jonathon Graham, Director of Operations & Development – Town of Tillsonburg
- Geno Vanhaelewyn, Chief Building Official – Town of Tillsonburg
- Eric Gilbert, Manager of Development Planning – Community Planning – Oxford County
- Marc Davidson, Senior Development Planner – Community Planning – Oxford County

July 8, 2024 – Report to Town of Tillsonburg Council – Comprehensive Zoning By-law Review - established the timeframe for this project as follows:

Proposed Project Process



Detailed Outline of Proposed Modifications

ALL ZONES – Setback to Centreline of Arterial Road

- Clarify that the setback from the centreline of an arterial road is to be calculated from the centreline of the road allowance, **NOT** the pavement.

Modify Section 3.2 – Holding Zones

- Amend Section 3.2 to clarify that holding zones may be used to ensure that adequate services are available to service a development prior to building permit issuance.

Modify Section 4 – Emergency Care Establishment

- Amend Section 4 to add a new definition for emergency care establishment, which means an institutional use that provides temporary accommodation and assistance for periods generally not exceeding six (6) weeks for the majority of residents. An Emergency Care Establishment does not include a Group Home.

Detailed Outline of Proposed Modifications

Section 5 – General Provisions

Modify Section 5 – Provisions for Emergency Care Establishment

- Amend Section 5 to provide that an ECE may not be located on lands fronting or flanking onto Broadway within the CC or EC Zone;

Modify Section 5.1 – Accessory Uses, Buildings, Structures

- Increase in the maximum height of accessory buildings from 3.7 m (12.1 ft) to 6 m (19.6 ft) in Residential and Entrepreneurial Zones; and
- Increase the minimum rear yard and interior side yard setbacks for accessory structure from 1.2 m (3.9 ft) to 3 m (9.8 ft) for all accessory structures above 3.7 m (12.1 ft) in Residential and Entrepreneurial Zones.

Detailed Outline of Proposed Modifications

Modify Section 5.1.4 – Regulations for Additional Residential Units

- Reduce the requirement for landscaped open space in the front yard of a lot used for ARU purposes from 50% to 35%;
- Remove the requirement for entrances to be from the front lot line to the ARU entrance; and
- Include a provision to allow ARU's within a building or structure accessory to a residential use (while complying with Table 5.1.1.4 – Regulations for Accessory Buildings and Structures).

Modify Section 5.2 – Cargo Containers

- Will permit cargo containers in an Industrial or Commercial Zone only.

Remove Section 5.9 – Garden Suites

- With the introduction of ARU's, garden suites are not likely relevant due to the high cost of construction and their temporary nature.

Detailed Outline of Proposed Modifications

Modify Section 5.13 – Home Occupation

- Adding provisions that prohibit an eating establishment and food preparation in a home occupation; and
- Modification of the current standard that limits the size of the delivery vehicle from 4,000 kg to 42,000 kg.

Modify Section 5.14 – Loading Provisions

- Relocation of these provisions to Section 5.24.6.

Modify Section 5.21.4 – Non-Conforming Uses, Sites and Buildings

- This modification will allow additional time (from 6 months to 1 year) for approved uses and structures that have been issued a building permit but have not yet been constructed and may no longer conform to the ZBL as a result of changes or amendments, to be constructed to be deemed legal non-conforming.

Detailed Outline of Proposed Modifications

Modify Section 5.24 – Parking Provisions

- Amend Table 5.24.1.7.2 – the width of a joint access measured along the streetline to be between 6.7 m (22 ft) and 9 m (29.5 ft) or as approved in an approved site plan;
- Amend Table 5.24.1.7.1 – to increase the maximum driveway width from 50% to 60% of the area of the front yard or lot frontage, or the area or width of the exterior side yard that may be occupied by a driveway or parking area;
- Amend Table 5.24.1.8 – remove crushed stone, slag, gravel, crushed brick (or tile) and cinders – the portion of the driveway within the road allowance must be asphalt only, OR as approved via an encroachment permit.
- Amend Table 5.24.2.1 – remove garden suite from the table;
- Amend Table 5.24.2.1 – correct the spelling of bed and breakfast establishment;
- Amend Table 5.24.2.1 – to reduce the number of parking spaces required for a residential unit in a portion of a non-residential building/multiple unit dwelling, or apartment dwelling from 1.5/unit to 1.25/unit; plus accessible parking requirements as outlined in Section 5.24.2.2;

Detailed Outline of Proposed Modifications

Modify Section 5.24 – Parking Provisions Continued

- Amend Table 5.24.2.1 – require 1 space per 25m² (269 ft²) rather than 1 space per 20 m² (215.5 ft²) for commercial school, financial institution, laundromat, personal service establishment, retail store, service shop and studio uses;
- Amend Table 5.24.2.1 – require 1 space per 30 m² (322 ft²) of gross floor area rather than 1 space per 20 m² (215.3 ft²) for business or professional office and government administrative office uses;
- Amend Table 5.24.2.1. – require 1 space per 200 m² (2,152 ft²) of gross floor area rather than 1 space per 185 m² (1,991 ft²) for industrial warehouse uses;
- Amend Table 5.24.2.1 – to include that adequate off-street parking/loading spaces for school busses shall also be provided as determined through an approved site plan for elementary school uses; and
- Amend Table 5.24.2.1 – to include that queue spaces shall not be considered a parking space and shall not be located in a yard abutting a Residential or Entrepreneurial Zone.

Detailed Outline of Proposed Modifications

Modify Section 5.26 Prohibited Uses

- Amend Section 5.26 to include a facility for the manufacturing, refining or processing of hydrochloric acid, nitric acid, picric acid, sulphuric acid, or any sulphurous acid.

Modify Section 5.27 Public Uses

- Amend Section 5.27.1 to include an internet service provider to the list of 'public services.'

Modify Section 7.3 – R2-S Zone

- Amend Section 7.3 to clarify that an ARU is a permitted use in this zone.

Modify Section 14 – Service Commercial Zone

- Amend Section 14 to remove a place of worship as a permitted use.

Detailed Outline of Proposed Modifications

Modify Sections 6, 7 & 8 – Low Density Residential Type 1, 2 & 3

- Amend Sections 6, 7 & 8 to include an ARU as a permitted use.

Modify Sections 8 & 9 – Low Density Residential Type 3 & Medium Density Residential

- Amend Sections 8 & 9 to remove the minimum distance between multiple unit dwellings and apartments on the same lot.

Modify Section 15 – Neighbourhood Commercial Zone

- Amend Section 15 to remove the minimum gross floor area for dwelling units.

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Monthly Activity Update – (November 2024)

Prepared for the Economic Development Advisory Committee

Project Name/Reference	Status
Bridge Street Re-Imagining Task Force	<p>April 8 - Update to Council Sep 23 – Task Force Review</p> <p>Next steps include:</p> <ul style="list-style-type: none"> • Town Internal Review – Asset Mgmt Plan, Coordination with Transportation Master Plan • Final Task Force review and recommendation • Bring to Council for Consideration
Boundary Adjustment	<p>Current Status:</p> <ul style="list-style-type: none"> • Comprehensive OP Update – Province has released draft Provincial Policy Statement (PPS), which is expected to be finalized in fall 2024 • June 11 EDAC motion to be brought forward to Council • Comprehensive Population, Household and Employment Forecast study to be brought to County Council and released for public engagement
Future Industrial Growth/Phase 2 VIP	<p>Consolidation of EIS, legal survey, topographical, geotechnical, traffic, etc, information into draft plan for review. EDAC Motion approved by Council at their Sep 23, 2024 meeting.</p>
Town Hall Project	<p>Council approved moving forward with a revised design option for a complete demolition and rebuild on the Customer Service Centre property at their July 8 meeting.</p> <p>Final design and cost subject to future Council approval</p> <p>Town Staff preparing funding plan</p>
<p>Job Market Pulse</p> <p>Tillsonburg Jobs Data</p>	<p>Summary of the jobs available in Tillsonburg and Oxford for September 2024:</p> <p>303 Active Job Posts (down 4%), 117 New Job Posts (down 26%), 141 Companies Hiring (down 10%).</p> <p>Top Sectors Hiring:</p>

<p>Oxford Jobs Data</p>	<ul style="list-style-type: none"> • Limited Service Eating Places • General hospitals • Supermarkets and other grocery • Other motor vehicle parts mfg <p>Top hiring companies are: TDMH, Marwood, Town of Tillsonburg, Inovata Foods, A&W</p> <p>1,538 Active Job Posts (down 10%) with 568 New Job Posts (down 29%) and 699 Companies Hiring (down 6%).</p> <p>Top Sectors Hiring:</p> <ul style="list-style-type: none"> • General hospitals • Employment placement agencies • Limited service eating places • Community Care Facilities for elderly • Other local, municipal and regional public services <p>Top hiring companies are: Woodstock Hospital, VDK Group, Sienna Senior Living, Kijiji, Marwood</p> <p>Note: Oxford County has approximately 66,000 jobs so the County's October job vacancy rate is estimated at 2.3%</p>
<p>Key Meetings/Events</p>	<ul style="list-style-type: none"> • Oxford County Economic Development Forum • Manufacturing Matters • Legend Fleet Head Office Opening • Hannover Messe Mini-Roadshow • WOWC Ontario Municipal Conference • Entrepreneurial Services Pop-up Event



DTBIA ECDEV/TDCC REPORT - EXECUTIVE SUMMARY

November 2024

- 1) The “Chills + Thrills” Halloween event was very well attended. The inaugural Friday festivities were the first of its kind. The Haunted House attendance was 1,094 resulting in donations of \$1,905.75 + hundreds of food items. A cheque for the proceeds of the Haunted House event was presented to The Salvation Army on November 6th. The Tillsonburg Public Library had 994 visitors which necessitated an extension of library hours. More than 200 attendees for the “witches’ night out” which included a dance, market and food truck. Many positive community comments.
- 2) The fall clean-up continues with removal of pots/planters; tables, chairs, umbrellas, etc. in addition to readiness for Remembrance Day events on November 11th. There continues to be ongoing damage, dumped waste, various shopping carts full of “junk” etc.; that are being remediated daily.
- 3) Maintenance activities: repainting of worn surfaces on poles, waste receptacles, tree grates, installation of temporary public art pieces (ongoing); preparations for Remembrance Day celebrations at the Broadway Plaza; repainting of benches; touching up of scuffed assets.
- 4) Capital program: Phase 1 of the improvements to Harvey Street will be completed before year end. There will be new trees, bushes and perennials planted on the west side plus replacement of all dead trees in the concrete bunkers along Broadway from Baldwin/Oxford Streets to Bridge Street.
- 5) Six Pence + Sage – bridal and dress store will be opening in the space formerly occupied by Tuan the Barber. This will fill a void in the region where no stores in this category exist. The store will also have cocktail + evening wear dresses from Rosa Clara of Barcelona, Spain.
- 6) TurtleFest: the Board of Management and TurtleFest Organizing Committee approved the 2025 event to be operated under the umbrella of the BIA for a one-year trial period. The intent is to improve efficiency/effectiveness; improve profitability + enable grant eligibility.
- 7) The team participated in the “Entrepreneurial Pop-Up” event in The Spot – upstairs at the mall on October 30th. New connections were made with follow-up in various stages.
- 8) Focus continues to generation of revenues beyond the levy including grant applications.
- 9) The launch of the BIA zone expansion legislative initiative is imminent. The Clerk’s Department and BIA team have specific websites launching in the coming days to communicate with those businesses in both the new and existing zones as to the benefits of a larger downtown BIA zone and the process including statutory notifications.
- 10) Finance: The 2025 budget was approved by the Board of Management with an overall levy decrease of -2.0%, elimination of \$23.8k of debt, self-financing of capital projects + retirement of all debts by end of FY28. The BIA team will be presenting a condensed version of the budget + business plans to Town Council on December 2nd.
- 11) The Annual General Meeting is scheduled for December 4th at the Tillsonburg Legion.



TILLSONBURG DISTRICT
Chamber of Commerce

BUSINESS. VITALITY.

Tillsonburg District Chamber of Commerce

Update to Economic Development Advisory Committee Meeting: Tuesday November 12th, 2024

- 1) Ashley Edwards is the CEO and main contact for the Tillsonburg District Chamber of Commerce. ashley@tillsonburgchamber.ca, please be sure to change your records
- 2) The Chamber's new Address is 200 Broadway, Unit 202 Tillsonburg ON N4G 5A7 (please update your records)
- 3) We just had our 2024 Awards of Excellence in September, looking for input for the 2025 Awards gala. Email thoughts to ashley@tillsonburgchamber.ca
- 4) Our Chamber Travel Program has two trips to Portugal this month and we are starting to plan our 2025 trips
- 5) President Megan Causyn and CEO Ashley Edwards attended the Canadian Chamber of Commerce AGM in Halifax in October. Forty-two policies resolutions brought forward.
- 6) Many new businesses have joined the Chamber Membership and we are growing with our strategic plan

Our 2024 Business After Five schedule is:

- Wednesday November 13, 2024 at Old Imperial Market in Aylmer
- Thursday, November 14, 2024 at Tillsonburg Garden Gate, 167 Simcoe St.
- Thursday, December 5, 2024 Christmas Business After Five, Flooring Canada

Visit our website www.tillsonburgchamber.ca or email ashley@tillsonburgchamber.ca to register for all Chamber events.

Thank you, we welcome any questions and feedback!

Ashley Edwards



Tillsonburg & District Multi-Service Centre

Update to Economic Development Advisory Committee Meeting

1. **446 clients served from April 1-November 1, 2024; 100 have found employment**
2. **Equity Denied Populations Served:**
 - **Francophone 0**
 - **Persons with Disabilities 146**
 - **ODSP client 26**
 - **Indigenous 15**
 - **Newcomer 26**
 - **Youth with High Support Needs 79**
 - **Racialized Person 61**
3. The MSC is hosting another event to foster connections in our community! Trick of the Trades is happening November 26th at Glendale High School, connecting local trade businesses with the next generation of talent, showcasing opportunities in youth employment, apprenticeships, and summer jobs.



Flyer - TOTT - Exhibitors.pdf

4. [Ontario's Fifth Working for Workers Act Receives Royal Assent | Ontario Newsroom](#)

The legislative and regulatory changes in the Working for Workers Five Act:

- Employers are required to disclose whether a vacancy truly exists in publicly advertised job postings and respond to interviewees within a specified period.
- The government is prohibiting sick notes as evidence of entitlement to the three job-protected unpaid sick-leave days.

- Firefighters, investigators and volunteers will be eligible for presumptive Workplace Safety and Insurance Board (WSIB) coverage for primary-site skin cancer after 10 years in service, down from the previous 20 year-requirement.
- The government is also requiring menstrual products be made available on larger construction sites, cracking down on virtual harassment, and requiring all workplaces to have clean and sanitary washrooms and records of cleaning.
- The maximum fines that can be issued to individuals convicted of violating the Employment Standards Act (ESA) is increasing.

TRICK OF THE TRADES



**SAVE THE DATE: NOVEMBER 26, 2024
8 :15AM-1 PM @ Glendale High School**

"Trick of The Trades" aims to create awareness surrounding the growing demand for skilled workers in the trades. A fantastic opportunity for young people to explore different career options and learn more about the trades.

This multidimensional event will connect students and youth in the Tillsonburg area to local opportunities for work in various trade sectors, while showcasing the dynamic companies who are elevating the business community here at home.

leveluplocal@multiservicecentre.com

EXHIBITORS!
Submit your
registration
request here:

