

The Corporation of the Town of Tillsonburg
Council Meeting
MINUTES



Monday, February 24, 2025
6:00 PM
LPRCA
4 Elm St
Tillsonburg

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

Staff: Kyle Pratt, Chief Administrative Officer
Renato Pullia, Director of Finance/Treasurer
Cephas Panschow, Development Commissioner
Andrea Greenway, Director of Recreation, Culture and Parks
Chris Baird, Acting Director of Operations and Development
Laura Pickersgill, Executive Assistant
Amelia Jaggard, Deputy Clerk

1. Call to Order

The meeting commences at 6:00 p.m. with Mayor Gilvesy presiding.

2. Closed Session

3. Moment of Silence

4. Adoption of Agenda

Resolution # 2025-068**Moved By:** Councillor Luciani**Seconded By:** Councillor Rosehart

THAT the agenda for the Council meeting of February 24, 2025, be approved.

Carried**5. Disclosures of Pecuniary Interest and the General Nature Thereof****6. Adoption of Council Minutes of Previous Meeting****Resolution # 2025-069****Moved By:** Councillor Rosehart**Seconded By:** Councillor Parker

THAT the Council meeting minutes dated February 10, 2025, be approved.

Carried

Councillor Parsons joined virtually at 6:02 p.m.

7. Presentations**8. Public Meetings****8.1 Applications for Consent and Minor Variance B24-65-7; B24-66-7; and A24-03-3 2566546 Ontario Inc (Kok & Co) - 22 North Street East**

Marc Davidson, Senior Development Planner, provided an overview of the application. Staff recommend support of the application.

Opportunity was provided for questions from Council.

Nathan Kok, Owner/Applicant, was in attendance and spoke in favour of the application.

Jessica Patterson, 3 Woodcock Drive, was in attendance and spoke in opposition of the application. Ms. Patterson expressed concerns about traffic on Woodcock Drive, the potential impact on mature trees, and whether the lot size could adequately support the proposal. Ms. Patterson requested that Council not support the application.

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

Resolution # 2025-070

Moved By: Councillor Parker

Seconded By: Councillor Parsons

THAT Council advise the Land Division Committee that the Town supports Application File A24-17-7, submitted by 2566546 Ontario Inc, for lands described as Part of Lot 6, Concession 10 Dereham, Parts 2 and 3 Plan 41R-6048, Town of Tillsonburg, municipally known as 22 North Street East, as it relates to:

1. Relief from Section 6.2- R1 Zone Provisions, to reduce the minimum required lot area for a corner lot from 608 m² (6,544 ft²) to 550 m² (5,920 ft²);
2. Relief from Section 6.2- R1 Zone Provisions, to reduce the minimum required lot frontage from 19 m (62.3 ft) to 16.5 m (54.1 ft)

AND THAT Council advise the Land Division Committee that the Town is in favour of the proposal to sever the subject property, subject to the conditions contained in report CP 2025-65.

Carried

8.2 Applications for Zoning By-law Amendment ZN 7-24-08 and ZN 7-24-09 – Hoang Investments Inc. - 11 and 15 Hemlock Drive

Marc Davidson, Senior Development Planner, provided an overview of the application. Staff recommend support of the application.

Opportunity was provided for questions from Council.

Dan Hoang, Owner/Applicant, attended virtually and spoke in favour of the application.

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

Resolution # 2025-071

Moved By: Councillor Spencer

Seconded By: Deputy Mayor Beres

THAT Council approve the Zoning By-law Amendment applications (ZN 7-24-08 & ZN 7-24-09), submitted by Hoang Investments Ltd., for lands legally described as Lots 57 and 58, Plan 41M-144 in the Town of

Tillsonburg, to remove the Holding Provisions from lands as identified on Plate 3 of Report No. CP 2025-47.

Carried

9. Planning Reports

10. Delegations

11. Deputation(s) on Committee Reports

11.1 Economic Development Advisory Committee Recommendation - Development Charges - EDM-25-009

Cephas Panschow, Development Commissioner, provided an overview of item 11.1 and answered questions from members of Council.

Resolution # 2025-072

Moved By: Deputy Mayor Beres

Seconded By: Councillor Parsons

- A. THAT report EDM 25-009 titled “Economic Development Advisory Committee Recommendation – Proposed Industrial Development Charges” be received as information; and
- B. THAT Council supports the Economic Development Advisory Committee’s recommendation; and
- C. THAT Council direct the Development Commissioner to submit a delegation request to Oxford County Council to speak to the impact of development charges on industrial development particularly in light of a softening industrial market, the Town’s supply of industrial land coming to market and the impact of the U.S. tariffs which could further exacerbate the challenge of attracting industrial development to help the Town of Tillsonburg maintain a more competitive position against neighbouring municipalities that do not have development charges currently.

Carried

12. Information Items

13. Staff Reports

13.1 Chief Administrative Officer

13.2 Corporate Services

13.3 Economic Development

13.3.1 Approval for Out-of-Country Event Attendance – Hannover Messe 2025 - EDM-25-004

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.1 and answered questions from members of Council. It was noted that a staff report would be provided to Council following the trip.

Resolution # 2025-073

Moved By: Councillor Parker

Seconded By: Councillor Luciani

- A. THAT report EDM 25-004 Approval for Out-of-Country Event Attendance – Hannover Messe 2025 be received; and,
- B. THAT the Development Commissioner be authorized to travel to Hannover Messe 2025 as part of the Town's membership in the Southwestern Ontario Marketing Alliance in support of the Town's Foreign Direct Investment goals and with a shift in focus to Europe due to current economic conditions and threats; and,
- C. THAT the 2025 Economic Development & Marketing Budget be revised as follows:
 - a. Re-instatement of \$4,950 in Meeting Expenses for travel and related costs;
 - b. Re-instatement of offsetting revenue of \$3,500 (draft budget amount was \$2,500), reflecting a higher number of Per Diem amounts (7 days); and,
 - c. Reduction of \$1,450 in Membership Expenses reflecting the actual 2025 SOMA Membership fees;

For a net budget impact of \$0.

Carried

13.3.2 Community Improvement Plan Application - 102 Tillson Avenue, Unit I - EDM-25-006

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.2 and answered questions from members of Council.

Resolution # 2025-074

Moved By: Councillor Spencer

Seconded By: Councillor Rosehart

- A. THAT Council receives report titled EDM 25-006 Community Improvement Plan Application – 102 Tillson Avenue, Unit I; and,
- B. THAT the 102 Tillson Avenue, Unit I, property tenant, Skill Shot Pinball, be approved for funding through the Town’s Community Improvement Plan, related to interior renovations and accessibility improvement renovation costs as follows:
 - a. Commercial Building Interior Renovation Program – Matching funds up to a maximum of \$5,000;
 - b. Accessibility Renovation Grant – Matching funds up to a maximum of \$3,000.

Carried

13.3.3 Community Improvement Plan Application - 356 Tillson Avenue - EDM-25-007

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.3 and answered questions from members of Council.

Resolution # 2025-075

Moved By: Councillor Luciani

Seconded By: Councillor Parsons

- A. THAT Council receives report titled EDM 25-007 Community Improvement Plan Application – 356 Tillson Avenue; and,
- B. THAT the 356 Tillson Avenue property tenant, Paws & Claws, be approved for funding through the Town’s Community Improvement Plan, related to interior

renovations and accessibility improvement renovation costs as follows:

a. Accessibility Renovation Grant – Matching funds up to a maximum of \$3,000; and,

C. THAT the 356 Tillson Avenue property be approved for the Tax Increment Grant Back Program of the Community Improvement Plan, related to enhancements of the property, at the General Level, which offers the following growth-related rebates:

a. Years 1 - 100% rebate of the Town's portion of the incremental tax increase;

b. Year 2 - 80% rebate;

c. Year 3 - 60% rebate;

d. Year 4 - 40% rebate;

e. Year 5 - 20% rebate; and,

with full property taxes being payable in year 6.

Carried

13.3.4 Offer to Purchase - Venison Street East Parcel (Verhoeve) - EDM-25-008

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.4 and answered questions from members of Council. Staff recommend authorizing the sale.

Resolution # 2025-076

Moved By: Deputy Mayor Beres

Seconded By: Councillor Rosehart

A. THAT report EDM 25-008 titled "Offer to Purchase – Venison Street East Parcel (Verhoeve)" be received; and,

B. THAT a by-law be brought forward authorizing the Mayor and Clerk to enter into an Agreement of Purchase and Sale with Maurice J. Verhoeve Funeral Homes Burial and Cremation Services Inc for lands located on the south side of Venison Street East described as part of Lot 994, Plan

500, and more particularly described as Part 2, Plan 41R-7347 and to execute any documents required to effect the transfer of these lands.

Carried

13.4 Finance

13.5 Fire and Emergency Services

13.6 Operations and Development

13.6.1 T GO Inter-Community Transit Project - Status Update - OPD-25-005

Chris Baird, Director of Operations and Development, provided an overview of item 13.6.1 and answered questions from members of Council.

Resolution # 2025-077

Moved By: Councillor Spencer

Seconded By: Councillor Luciani

- A. THAT report OPD 25-005 titled "T:GO Inter-Community Transit – Status Report" be received as information; and
- B. THAT Council direct staff to develop a communication strategy to advise residents of the pending cessation of the program effective April 1, 2025; and
- C. THAT Council authorize the CAO and Director of Operations and Development to renew the In-Town service agreement with Voyago effective April 1, 2025 to March 31, 2026.

Carried

13.7 Recreation, Culture and Parks

13.7.1 Memorial Bench Program Update - RCP-25-011

Andrea Greenway, Director of Recreation, Culture and Parks, provided an overview of item 13.7.1 and answered questions from members of Council. There was discussion regarding offering the 2022 memorial bench price, plus installation cost. Staff indicated

that if approved the deficit could be accounted for in the 2025 RCP operating budget.

Resolution # 2025-078

Moved By: Deputy Mayor Beres

Seconded By: Councillor Spencer

A. THAT report RCP 25-011 titled “Memorial Bench Program Update” be received as information; and

B. THAT staff be directed to offer the 2022 memorial bench price plus installation to Mr. Paul Woods.

Carried

13.7.2 CBC Notice of Intent - RCP-25-012

Resolution # 2025-079

Moved By: Councillor Luciani

Seconded By: Councillor Parker

A. THAT report RCP 25-012 titled “CBC Notice of Intent” be received as information; and

B. THAT Council approve the second extension agreement between the Town of Tillsonburg and the Canadian Broadcasting Corporation; and

C. THAT a by-law to authorize the Mayor and Clerk to execute the extension agreement with the Canadian Broadcasting Corporation be presented to Council for consideration.

Carried

14. New Business

15. Consideration of Minutes

15.1 Advisory Committee Minutes

Resolution # 2025-080

Moved By: Councillor Rosehart

Seconded By: Councillor Parsons

THAT Council receive the Economic Development Advisory Committee minutes of February 11, 2025, as information.

Carried

15.2 Long Point Region Conservation Authority Board of Director Minutes

Resolution # 2025-081

Moved By: Deputy Mayor Beres

Seconded By: Councillor Spencer

THAT Council receive the Long Point Region Conservation Authority Board of Director Minutes of January 8, 2025, as information.

Carried

16. Motions/Notice of Motions

17. Resolutions/Resolutions Resulting from Closed Session

18. By-Laws

18.1 2025-017, to authorize the Mobile Crisis Response Team (MCRT) Enhancement Grant Transfer Payment Agreement

18.2 2025-022, to authorize an agreement of purchase and sale with Performance Communities Realty Inc.

18.3 2025-023, to authorize an encroachment agreement with the Canadian Broadcasting Corporation

18.4 2025-024, to authorize an agreement of purchase and sale with Maurice J. Verhoeve Funeral Homes Burial and Cremation Services Inc

18.5 2025-025, to amend Zoning By-Law 3295 (ZN 7-24-08)

18.6 2025-026, to amend Zoning By-Law 3295 (ZN 7-24-09)

Resolution # 2025-082

Moved By: Councillor Luciani

Seconded By: Councillor Spencer

THAT the following By-Laws be read for a first, second, third and final reading and that the Mayor and Clerk be and are hereby authorized to sign the same, and place the corporate seal thereunto:

2025-017, to authorize the Mobile Crisis Response Team (MCRT) Enhancement Grant Transfer Payment Agreement;

2025-022, to authorize an agreement of purchase and sale with Performance Communities Realty Inc.;

2025-023, to authorize an encroachment agreement with the Canadian Broadcasting Corporation;

2025-024, to authorize an agreement of purchase and sale with Maurice J. Verhoeve Funeral Homes Burial;

2025-025, to amend Zoning By-Law 3295 (ZN 7-24-08);

2025-026, to amend Zoning By-Law 3295 (ZN 7-24-09).

Carried

19. Confirm Proceedings By-law

Resolution # 2025-083

Moved By: Councillor Rosehart

Seconded By: Councillor Parker

THAT By-Law 2025-021, to confirm the proceedings of the Council Meeting held on February 24, 2025, be read for a first, second and 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 # 2025-084

Moved By: Councillor Parker

Seconded By: Deputy Mayor Beres

THAT the Council meeting of February 24, 2025, be adjourned at 7:03 p.m.

Carried