

The Corporation of the Town of Tillsonburg

Economic Development Advisory Committee Meeting

AGENDA



Tuesday, March 18, 2025

12:00 PM

Thompson Goossens Accountants Boardroom

21 Oxford Street, Tillsonburg

1. Call to Order

2. Adoption of Agenda

Proposed Resolution #1

Moved By: _____

Seconded By: _____

THAT the Agenda as prepared for the Economic Development Advisory Committee meeting of Tuesday, March 18, 2025, be adopted.

3. Disclosures of Pecuniary Interest and the General Nature Thereof

4. Adoption of Minutes of Previous Meeting

Proposed Resolution #2

Moved By: _____

Seconded By: _____

THAT the minutes of the Economic Development Advisory Committee of February 11, 2025, be approved.

5. General Business and Reports

5.1 Monthly Activity Update

5.2 2024 Year-End Report

6. Planning Items Circulation

7. Information Items

7.1 Notice of Passing DC By-Law Amendment Oxford County

7.2 Council Decision Letter February 24, 2025 - Economic Development Advisory Committee Recommendation - Development Charges - EDM-25-009

8. Community Strategic Plan

9. Boundary Adjustment

10. Community Organization Updates

10.1 Downtown Business Improvement Association

10.1.1 Report from BIA Chair

10.2 Tillsonburg District Chamber of Commerce

10.3 Woodstock, Ingersoll, Tillsonburg and Area Association of Realtors

11. Round Table

12. Next Meeting

13. Adjournment

Proposed Resolution #3

Moved By: _____

Seconded By: _____

THAT the Economic Development Advisory Committee meeting of Tuesday, March 18, 2025 be adjourned at _____ p.m.

The Corporation of the Town of Tillsonburg

Economic Development Advisory Committee Meeting

MINUTES

Tuesday, February 11, 2025

12:00 PM

Thompson Goossens Accountants Boardroom

21 Oxford Street, Tillsonburg

ATTENDANCE: Dane Willson
Councillor Bob Parsons
Deb Gilvesy, Mayor
Lisa Gilvesy
Randy Thornton
Gurvir Hans
Randi-Lee Durham
Jesse Goossens
Kirby Heckford
Ashley Edwards, CEO, Tillsonburg District Chamber of
Commerce

Regrets: Andrew Burns
Steve Spanjers
Mark Renaud, Executive Director, Tillsonburg BIA

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 12:10 p.m.

2. Adoption of Agenda

Resolution # 1

Moved By: Gurvir Hans

Seconded By: Randy Thornton

THAT the Agenda as prepared for the Economic Development Advisory Committee meeting of Tuesday, February 11, 2025, 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: Lisa Gilvesy

Seconded By: Gurvir Hans

THAT the minutes of the Economic Development Advisory Committee of January 14, 2025, be approved.

Carried

5. General Business and Reports

5.1 Monthly Activity Update

C. Panschow provided an overview of the report.

Opportunity was provided for members to ask questions.

5.2 Delegation to Oxford County Council

C. Panschow provided a summary of agenda items 5.2.1, 5.2.2 and 5.2.3.

Resolution # 3

Moved By: Dane Willson

Seconded By: Kirby Heckford

THAT the Economic Development Advisory Committee seeks Council's support to address Oxford County Council at a future meeting 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

5.2.1 Oxford County Development Charges By-Law Amendment - Public Meeting Presentation

5.2.2 Impacts on the Calculated D.C. Charts

5.2.3 Municipal Comparison Chart - Industrial

5.3 Site Plan Approval Process Overview

C. Panschow provided an overview of the site plan approval process.

General suggestions included: certain organizations tend to delay the process repeatedly, advocacy to expedite and streamline the process with the Ministry of Housing and Municipal Affairs and presentations to commenting agencies, implementation of firm response timelines, intake process needs to be more specific and detailed (better list to be provided on what is required right from the start), investigate what other municipalities are doing with conditional permitting.

6. Planning Items Circulation

7. Community Strategic Plan

7.1 Affordable and Attainable Housing Committee

K. Pratt provided an update on the latest direction from the January meeting regarding the RFP for ownership options being prepared.

7.2 Health Care Committee

K. Pratt provided an update on the approved funding for a temporary unattached patient clinic and hiring of a health care recruiter in the 2025 budget.

8. Boundary Adjustment

The final study being prepared through the County by Watson and Associates is nearing completion.

9. Information Items

10. Community Organization Updates

10.1 Downtown Business Improvement Association**10.1.1 Report from BIA Chair**

The representative was not in attendance.

There were no questions regarding the report.

10.2 Tillsonburg District Chamber of Commerce**10.2.1 Report from CEO**

A. Edwards provided a summary of the report.

10.3 Woodstock, Ingersoll, Tillsonburg and Area Association of Realtors

There was no report provided this month.

11. Round Table

Tillsonburg Developments Inc. will be hosting a grand opening in April for their new subdivision.

The Multi-Service Centre is hosting a health care job fair in March, an upcoming and a grow mark mini job fair. Stacked pancakes is looking to hire as they are opening soon.

12. Next Meeting

March 18, 2025 12:00 p.m.

13. Adjournment**Resolution # 4**

Moved By: Ashley Edwards

Seconded By: Gurvir Hans

THAT the Economic Development Advisory Committee meeting of Tuesday, February 11, 2025 be adjourned at 1:28 p.m.

Carried


Monthly Activity Update – (March 2025)

Prepared for the Economic Development Advisory Committee

Project Name/Reference	Status
Bridge Street Re-Imagining Task Force	<p>April 8 - Update to Council Feb 4, 25 - Town has limited Asset Mgmt information but has been provided to consultant, who are finalizing the plan Next steps include:</p> <ul style="list-style-type: none"> • 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 • Committee received presentation on Comprehensive Population, Household and Employment Forecast study at Dec 10 meeting • Awaiting Growth Study, which is anticipated in the near future
Future Industrial Growth/Phase 2 VIP	<p>EIS, survey, topographical, geotechnical, traffic, etc, information has been consolidated into draft plan for review. Archeological still underway. EDAC Motion approved by Council at the January 13 (2025) meeting. Listing agreements being reviewed by Town. Town's marketing of lands has started with reach out to local manufacturing and construction sector contacts</p>
Town Hall Project	<p>Council resolution to proceed with surplusing and sale of lands to generate 50% of the funds required prior to starting and a target budget of \$11 M approved at the Dec 9 Council meeting. Council approved two options for consideration at their Jan 13, 2025 meeting: renovation of the Customer Service Centre at 10 Lisgar Avenue and further investigations on the Greyfield Site. Conceptual review of options underway.</p>
Job Market Pulse	<p>Summary of the jobs available in Tillsonburg and Oxford for February 2025:</p>

	<ul style="list-style-type: none"> Corporate visits to Zafiato Coffee Roasters, with outreach calls to Fleetwood, Marwood, THK, Wellmaster
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	Issue	Distribution	Release Date
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	008 - Winter 2024	<ul style="list-style-type: none"> Emailed to 900 contacts as part of Christmas Greeting Hard copy mailed (150 business - manufacturers, partners & strategic accounts) Digital version posted to Town's social media 	20-Dec-24
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Email	Facebook	LinkedIn	Website Direct	Total Views	Comments
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166	103	41	-	310	<ul style="list-style-type: none"> Actual views may be much higher as "Talk Tillsonburg" page on Facebook shared the newsletter as an image (so no click thrus were counted). "Talk Tillsonburg" image share resulted in 110 likes & 83 comments Note: Email distribution was for a Christmas mailing that was lower (900) than the average (4000)
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Notice of the passing of Development Charge By-Law

TAKE NOTICE that the Council of the County of Oxford passed by-law No. 6709-2025, which amends certain sections of development charge by-law No. 6639-2024, on the 26th day of February, 2025, under section 2 (1) of the Development Charges Act, 1997, S.O., 1997 c. 27, as amended;

AND TAKE NOTICE that any person or organization may appeal to the Local Planning Tribunal under section 14 of the Act, in respect of the development charge by-law amendment, by filing with the Clerk on or before the 7th of April, 2025, a notice of appeal setting out the objection to the by-law and the reasons supporting the objection.

The charges in the aforementioned by-law will apply to all new residential and non-residential development, subject to certain terms, conditions and limited exemptions as identified therein.

County-wide development charges are levied against new development to pay for the increased capital costs related to the provision of such municipal services as library, ambulance services, growth-related studies, waste diversion and services related to a highway. Schedule 1 sets out the development charge rates applicable throughout the County.

Area-specific development charges related to the provision of water and wastewater servicing apply to the specified areas of Woodstock, Tillsonburg, Ingersoll, Plattsville, Drumbo, Tavistock, Innerkip, Norwich, Thamesford, Embro and Mt. Elgin. All area-specific charges are in Schedule 2.

Key maps are not set out in this notice as the details and scale of such maps would be difficult to reproduce in an accurate and legible form. Map schedules for each applicable service area are attached to the by-law on the County’s website.

The development charges imposed under the by-law, which came into effect on February 26, 2025, are calculated and payable on the date of building permit issuance.

Copies of the complete development charge by-laws are available for examination during regular business hours (weekdays from 8:00 a.m. to 4:30 p.m.) in the offices of the County located at 21 Reeve Street, Woodstock, and on the website at www.oxfordcounty.ca.

For further information, please contact the Clerk’s Office at 519-539-0015, ext. 3017.

Lindsey Mansbridge, Clerk, Oxford County
clerksoffice@oxfordcounty.ca
 21 Reeve Street, PO Box 1614
 Woodstock, ON N4S 7Y3



Schedule 1 – County-wide Development Charge Rates

Service Component	RESIDENTIAL DWELLINGS ¹				NON-RESIDENTIAL		
	Single Detached & Semi Detached	APARTMENTS		Other Multiples	\$/sq m of Gross Floor Area	Per bed for Farm Bunk Houses	Per Wind Turbine
		2-Bedroom & Larger	Bachelor & 1-Bedroom				
Services related to a highway	4,528	2,579	1,637	3,206	16.39	1,451	4,528
Waste diversion	139	79	50	98	-	-	-
Ambulance services	160	91	58	113	0.58	51	160
Growth-related services	137	78	50	97	0.42	44	137
Library Service ¹	1,556	886	563	1,102	0.86	499	-
Total	\$6,520	\$3,713	\$2,358	\$4,616	\$18.25	\$2,045	\$4,825

¹ The charge for library is not applicable in Woodstock

Schedule 2 – Area-Specific Development Charge Rates

Area	Service	RESIDENTIAL DWELLINGS ¹				NON-RESIDENTIAL	
		Single Detached & Semi Detached	APARTMENTS		Other Multiples	\$/sq m of Floor Area	Per bed for Farm Bunk Houses
			2-Bedroom & Larger	Bachelor & 1-Bedroom			
Woodstock	Water	\$3,348	\$1,737	\$1,103	\$2,200	\$17.96	\$1,073
	Wastewater	\$5,522	\$2,866	\$1,820	\$3,628	\$30.05	\$1,770
Tillsonburg	Water	\$5,028	\$3,210	\$2,039	\$4,008	\$33.35	\$1,612
	Wastewater	\$1,199	\$766	\$486	\$956	\$6.81	\$384
Ingersoll	Water	\$5,531	\$3,319	\$2,107	\$4,143	\$12.90	\$1,773
	Wastewater	\$10,259	\$6,155	\$3,909	\$7,684	\$36.43	\$3,288
Plattsville	Water	\$5,139	\$2,843	\$1,806	\$3,549	\$24.63	\$1,647
	Wastewater	\$6,771	\$3,746	\$2,379	\$4,677	\$10.82	\$2,170
Drumbo	Water	\$2,390	\$1,323	\$840	\$1,651	\$4.94	\$766
	Wastewater	\$31,003	\$17,153	\$10,893	\$21,414	\$97.87	\$9,937
Tavistock	Water	\$7,325	\$4,181	\$2,655	\$5,219	\$26.27	\$2,348
	Wastewater	\$33,029	\$18,851	\$11,971	\$23,534	\$95.40	\$10,586
Innerkip	Water	\$156	\$89	\$56	\$111	\$0.98	\$50
	Wastewater	\$16,198	\$9,245	\$5,871	\$11,542	\$63.41	\$5,192
Norwich	Water	\$3,926	\$2,165	\$1,375	\$2,703	\$11.82	\$1,258
	Wastewater	\$6,060	\$3,343	\$2,123	\$4,173	\$37.98	\$1,942
Thamesford	Water	\$1,507	\$889	\$564	\$1,110	\$9.65	\$483
	Wastewater	\$9,156	\$5,399	\$3,429	\$6,740	\$26.64	\$2,935
Embro	Water	\$2,706	\$1,596	\$1,013	\$1,992	\$6.70	\$867
	Wastewater	\$7,860	\$4,634	\$2,943	\$5,786	\$8.84	\$2,519
Mount Elgin	Water	\$3,398	\$1,619	\$1,028	\$2,021	\$6.98	\$1,089
	Wastewater	\$11,736	\$5,592	\$3,551	\$6,982	\$26.78	\$3,762

¹ For exemptions that may apply, check applicable by-laws

Hello,

At the February 24, 2025, meeting of Tillsonburg Town Council, the following resolution was passed:

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

Regards,

Amelia Jaggard

Deputy Clerk

Town of Tillsonburg

10 Lisgar Ave

Tillsonburg, ON N4G 5A5

Phone: 519-688-3009 Ext. 4041

Ranked one of “Canada’s Top 25 Communities to Live and Work Remotely” (*Maclean’s 2021 Best Communities*)

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DTBIA ECDEV/TDCC REPORT - EXECUTIVE SUMMARY

March 2025

- 1) International Women's Day: The BIA provided a fully visual display to celebrate IWD. A-frame signs with prominent local leaders featured in the center court of the Tillsonburg Town Centre.
- 2) TurtleFest: Strong support to date. The town review of the special event application is scheduled for 03/24/25. There will be a record number of participants for this year's event. All necessary forms have been submitted, stakeholders have been informed including police, fire, EMS and public health. Event cancellation insurance has been obtained with a significant cost increase vs. prior year. A \$5 million, stand-alone general liability insurance policy has been contracted at a similar cost to prior year. There will be several new event features which are expected to generate further increases in attendance.
- 3) Marketing update: Strong participation reported with all BIA-led activities, activations and marketing campaigns including the 2nd annual Pub Shammy event, which was held on Saturday, March 15th.
- 4) Operations update: Spring clean-up is underway with significant completion of the main Broadway area from Venison to Bloomer Streets. The rear area of the mall along Lisgar Avenue from Bridge St. southerly to Brock St. W. requires heavy duty cleaning. Dumped garbage continues to be a challenge including many instances of household waste being placed into the public bins downtown. YTD # of bags collected is up 19%.
- 5) Human Resources: External funding applications are ongoing. One current MSC placement on boarded with additional placements expected in the balance of year.
- 6) The team is currently assessing additional non-levy revenue opportunities including development of an additional site for additional coworking space as the current location is at capacity. There is also a waiting list for new co-working tenants as well as current tenants looking to expand their existing footprint.
- 7) Finances: Continue to be strong year to date with both expenses and revenues tracking as expected. The team continues to respond to conditions as necessitated by cost fluctuations and availability of product. There is little downside risk to expenses given that 100% of procurement is from Canadian sources. The team continues to assess all purchases for efficiencies and to pursue cost savings which is ongoing.
- 8) BIA boundary adjustment: No recent update from the Clerk's office.
- 9) Canada Summer Job Service grant: the ED reached out to MP Khanna's office to review the filed application - with a request to support our submission.
- 10) Façade Improvement Program: works are in progress and at various stages of completion. The rear/side alley façade for 21-27 Brock Street East was approved for payment at the February Board of Management meeting. There are 3 additional projects in the pipeline, subject to ongoing review and subsequent payment. The Board of Management has directed staff to have all outstanding issues resolved + payments issued, as approved, by end of Q3-2025.
- 11) 2025 beautifications: The team is working with all stakeholders on the colour scheme and plant selections for the upcoming season. The Harvey Street project as well as the carryover tree canopy project from FY2024 are forecasted to be completed by end of Q2-2025.