

**The Corporation of the Town of Tillsonburg**  
**Council Meeting**  
**MINUTES**



Monday, March 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  
Carlos Reyes, Director of Operations and Development  
Andrea Greenway, Director of Recreation, Culture and Parks  
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 # 2025-096****Moved By:** Councillor Parker**Seconded By:** Councillor Luciani

THAT the agenda for the Council meeting of March 24, 2025, be approved with the following amendment:

- Add as Item 10.1, Deputation Request – Hanna Domagala, BMI Group, and Lesley Hutton-Rora, GD Vally Planners Re: Item 9.1 Station View Developments Inc. and that the deputation be considered in advance of Item 9.1.

**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 # 2025-097****Moved By:** Councillor Rosehart**Seconded By:** Councillor Spencer

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

**Carried****7. Presentations****8. Public Meetings****8.1 Application for Zone Change ZN 7-05-01 – Comprehensive Zoning By-law Amendment**

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

Opportunity was provided for questions from Council.

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

**Resolution # 2025-098**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Parsons

1. That Council approve in principle the zone change application (ZN 7-25-01), submitted by the Town of Tillsonburg, to introduce general housekeeping amendments to the Town Zoning By-law No. 3295 as described in Report CP 2025-95;
2. And further, that the Council of the Town of Tillsonburg direct staff to include Option 1 in the amending by-law;
3. And further, that Council direct staff to prepare and bring forward the applicable amending by-law for Council's consideration for adoption at a future Council meeting.

**Carried**

Agenda item 10.1. (Deputation) dealt with next.

## 9. Planning Reports

### 9.1 Applications for Official Plan Amendment and Zone Change OP 24-06-7 and ZN 7-24-06 – Station View Developments Inc.

Marc Davidson, Senior Development Planner, provided an overview of the application. Staff recommend support of the application. Cash in lieu of parking payment would be re-evaluated during site plan approval.

Opportunity was provided for questions from Council.

#### **Resolution # 2025-100**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

1. That Council advise County Council that the Town supports the application to amend the Official Plan (File No. OP24-06-7), submitted by Station View Development Inc., for lands legally described as Lots 797-801, 849-854, Part Lot 797A and 855, Part of Racoon Alley and Part 1 of 41R-54113, Parts 1 and 2 of 41R-7407, Part 1 of 41R-8786, Town of Tillsonburg to re-designate the subject lands from Entrepreneurial District and Community Facility to Entrepreneurial District with special provisions to permit retail commercial uses and high-density residential land uses with a density of up to 215 units per hectare;

2. And further, that Council approve in principle the zone change application (File No. ZN 7-24-06) submitted by Station View Developments Inc., for lands legally described as Lots 797-801, 849-854, Part Lot 797A and 855, Part of Racoon Alley and Part 1 of 41R-54113, Parts 1 and 2 of 41R-7407, Part 1 of 41R-8786, Town of Tillsonburg, to rezone the lands 'EC-12, with appropriate Holding Zones, to facilitate the proposed mixed-use development;
3. And further, that Council direct staff to collect a cash in lieu of parking payment, based on the valuation of the cost to construct additional surface parking at the time of Site Plan Approval, as outlined in Report CP 2025-100.

**Carried**

## 10. Delegations

### 10.1 Deputation Request – Hanna Domagala, BMI Group, and Lesley Hutton-Rora, GD Vally Planners Re: Item 9.1 Station View Developments Inc.

There were no questions from members of Council.

#### **Resolution # 2025-099**

**Moved By:** Councillor Parsons

**Seconded By:** Councillor Rosehart

THAT Council receive the deputation from Hanna Domagala and Lesley Hutton-Rora, as information.

**Carried**

Agenda item 9.1 (Planning Report) dealt with next.

## 11. Deputation(s) on Committee Reports

### 11.1 Tillsonburg Airport Advisory Committee Recommendation - CS-25-007

#### **Resolution # 2025-101**

**Moved By:** Councillor Spencer

**Seconded By:** Deputy Mayor Beres

- A. THAT report titled “Tillsonburg Airport Advisory Committee Recommendation” be received as information; and

B. THAT Council approve the recommendation of the Tillsonburg Airport Advisory Committee as follows:

That annual crack sealing maintenance at the Tillsonburg Regional Airport be included in the annual budget and the 10-year forecast.

**Carried**

## **12. Information Items**

**12.1 Long Point Region Conservation Authority (LRPCA) - 2024 Financial Statements and Annual Report**

**12.2 Oxford County Reports PW (CS) 2025-08 and PW (CS) 2025-12, Waste Management Programs**

**Resolution # 2025-102**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Parker

THAT Council receive the following items as information:

12.1 Long Point Region Conservation Authority (LRPCA) - 2024 Financial Statements and Annual Report;

12.2 Oxford County Reports PW (CS) 2025-08 and PW (CS) 2025-12, Waste Management Programs.

**Carried**

## **13. Staff Reports**

**13.1 Chief Administrative Officer**

**13.2 Corporate Services**

**13.3 Economic Development**

**13.3.1 Community Improvement Plan Application - 102 Tillson Avenue, Unit F - EDM-25-011**

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.1.

**Resolution # 2025-103**

**Moved By:** Councillor Parsons

**Seconded By:** Councillor Spencer

- A. THAT Council receives report titled EDM 25-011 Community Improvement Plan Application – 102 Tillson Avenue, Unit F; and,
- B. THAT the 102 Tillson Avenue, Unit F, property tenant, Loads of Laundry, be approved for funding through the Town’s Community Improvement Plan, related to interior renovations and improvement costs as follows:
  - a. Commercial Building Interior Renovation Program – Matching funds up to a maximum of \$10,000;

**Carried**

### **13.3.2 Industrial Land Lease for Agricultural Purposes - EDM-25-012**

Cephas Panschow, Development Commissioner, provided an overview of item 13.3.2.

#### **Resolution # 2025-104**

**Moved By:** Councillor Luciani

**Seconded By:** Councillor Rosehart

- A. THAT report EDM 25-012 Industrial Land Lease for Agricultural Purposes be received; and,
- B. THAT Council approve a one year extension in the lease with VanQuaethem Farms Ltd for various parcels of industrial land to enable flexibility with respect to the development of Phase 2 of the Van Norman Innovation Park including the ability to adjust the lands being farmed, either before or after planting, and with an overall price increase in the land lease rate from \$340 per acre to \$370 per acre; and,
- C. THAT a bylaw be brought forward to authorize the Mayor and Clerk to enter into a lease agreement with VanQuaethem Farms Ltd for the lands described as:
  - a. Part of Lots 3, 4, and 5, Concession 5 NTR Middleton, and more particularly described as Part 2, Plan 37R-283

and Parts 10 and 11, Plan 41R-10104, comprising approximately 66 acres of farmable land;

- b. Part of Lots 2 and 3, Concession 5 NTR Middleton, and more particularly described as part of Part 1, Plan 37R352, comprising approximately 48 acres of farmable land, and expressly excluding the southernmost 18 acres of farmable land and all lands south of Otter Creek;
- c. Lands located on the east side of Highway 19 (Vienna Road), legally described as part of Lots 8 and 9, Concession 4, NTR, and more particularly described as Lots 1613 and 1638A, Plan 500, comprising of approximately 17 acres of farmable lands
  - i. With access through Unnamed Road adjacent to Lots 1612, 1613 and 1614; and,
- d. Part of Lot 12-13, Concession 4, NTR Middleton as in NR442642 N of NR368925, Norfolk County, comprising approximately 34 acres of farmable lands.

D. That the net additional revenue resulting from this lease agreement be allocated towards marketing initiatives to support the sale of lands in Phase 2 of the Van Norman Innovation Park.

**Carried**

## **13.4 Finance**

### **13.4.1 2024 Statement of Remuneration and Expenses for Elected and Appointed Officials - FIN-25-006**

Renato Pullia, Director of Finance/Treasurer, answered questions from members of Council.

Councillor Parsons left the meeting at 7:14 p.m.

#### **Resolution # 2025-105**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Parker

THAT report FIN 25-006 titled “2024 Statement of Remuneration and Expenses for Elected and Appointed Officials” be received as information.

**Carried**

Councillor Parsons returned to the meeting at 7:17 p.m.

**13.5 Fire and Emergency Services**

**13.6 Operations and Development**

**13.6.1 Tender Results - RFT2025-002 - Devonshire Avenue Culvert Replacement - OPD-25-011**

**Resolution # 2025-106**

**Moved By:** Councillor Parker

**Seconded By:** Councillor Luciani

- A. THAT report OPD 25-011 titled “Tender Results – RFT2025-002 – Devonshire Avenue Culvert Replacement” be received as information; and
- B. THAT the contract for RFT2025-002 – Devonshire Avenue Culvert Replacement be awarded to Cassidy Construction London Ltd. of Dorchester, Ontario at a total project cost of \$413,346 (net of refundable HST).

**Carried**

**13.6.2 Tender Results - RFT2025-003 - John Pound Sanitary Sewer Replacement - OPD-25-012**

**Resolution # 2025-107**

**Moved By:** Councillor Parsons

**Seconded By:** Deputy Mayor Beres

- A. THAT report OPD 25-012 titled “Tender Results – RFT2025-003 – John Pound Sanitary Sewer Replacement” be received as information; and
- B. THAT the contract for RFT2025-003 – John Pound Sanitary Sewer Replacement be awarded to Birnam Excavating Ltd. of Arkona, Ontario at a total project cost of \$682,337.60 (net of refundable HST).



**Carried**

### **13.6.3 Lake Lisgar - Low Flow Weir Repair - OPD-25-013**

Staff noted that public notice would be given prior to the work commencing.

#### **Resolution # 2025-108**

**Moved By:** Deputy Mayor Beres

**Seconded By:** Councillor Luciani

- A. THAT report OPD 25-013 titled “Lake Lisgar – Low Flow Weir Repair” be received as information;
- B. THAT per Sec. 6(b) of Purchasing Policy 5-006, Council permit the Lake Lisgar – Low Flow Weir Repair project to be “sole sourced” to Watech Services Inc.; and
- C. That the Director of Operations and Development be authorized to award the Lake Lisgar - Low Flow Weir Repair project to Watech Services Inc., as the received quote falls within the approved budget limits.

**Carried**

### **13.7 Recreation, Culture and Parks**

#### **14. New Business**

#### **15. Consideration of Minutes**

##### **15.1 Advisory Committee Minutes**

#### **Resolution # 2025-109**

**Moved By:** Councillor Spencer

**Seconded By:** Councillor Parsons

THAT Council receive the following advisory committee minutes as information:

- Youth Advisory Council, March 5, 2025
- Economic Development Advisory Committee, March 18, 2025

- Parks, Beautification and Cemeteries Advisory Committee,  
February 25, 2025

**Carried**

## **15.2 Long Point Region Conservation Authority Board of Director Minutes**

### **Resolution # 2025-110**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Luciani

THAT Council receive the Long Point Region Conservation Authority Board of Director Minutes dated February 5, 2025, as information.

**Carried**

## **16. Motions/Notice of Motions**

### **16.1 Councillor Spencer - Tariffs**

Renato Pullia, Director of Finance/Treasurer answered questions from members of Council.

### **Resolution # 2025-111**

**Moved By:** Councillor Spencer

**Seconded By:** Deputy Mayor Beres

WHEREAS the United States has imposed unjustified tariffs on Canada;  
and

WHEREAS tariffs would lead to massive job losses and economic instability in both countries; and

WHEREAS municipalities will be on the front lines of the economic fallout;  
and

WHEREAS municipalities have significant purchasing power through capital and infrastructure programs; and

WHEREAS Federal and Provincial leaders are encouraging Canadians to Buy Canadian; and

WHEREAS municipalities have traditionally been prevented by trade agreements from giving preference to Buy Canadian; and

WHEREAS municipalities can assist in the Team Canada effort to combat tariffs and support businesses in procurement for capital and infrastructure programs.

NOW THEREFORE BE IT RESOLVED THAT the Town of Tillsonburg Council:

Stand with Team Canada to persuade decision-makers that tariffs are not in the best interests of Canadian or American consumers and businesses; and

Endorse the federal and provincial Team Canada response and call for Buy Canadian; and

Call on the federal and provincial governments to work with municipalities on measures to protect Canadian consumers and businesses; and

Direct Town of Tillsonburg staff to ensure appropriate bidding and contract language is utilized to rely on Canadian companies, where possible, within the purchasing thresholds of trade agreements municipalities are subject to.

Be it further resolved that the Town Clerk forward this resolution to the following organizations along with the request to endorse the same or similar:

- Association of Municipalities of Ontario (AMO)
- Federation of Canadian Municipalities (FCM)
- Rural Ontario Municipal Association (ROMA)
- Oxford County MP & MPP

Councillor Spencer called for a recorded vote:

Councillor Spencer – Yes

Deputy Mayor Beres – Yes

Councillor Luciani – Yes

Councillor Parker – No

Councillor Parsons – Yes

Councillor Rosehart – No

Mayor Gilvesy – Yes

**Carried (5 to 2)**

**17. Resolutions/Resolutions Resulting from Closed Session**

**18. By-Laws**

- 18.1 2025-029, to authorize a franchise agreement between the Corporation of the Town of Tillsonburg and Enbridge Gas Inc.**
- 18.2 2025-030, to authorize an industrial land lease agreement between the Town of Tillsonburg and VanQuaethem Farms Ltd. for agricultural purposes**

**Resolution # 2025-112**

**Moved By:** Councillor Parker

**Seconded By:** Deputy Mayor Beres

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:

2025-029, to authorize a franchise agreement between the Corporation of the Town of Tillsonburg and Enbridge Gas Inc.;

2025-030, to authorize an industrial land lease agreement between the Town of Tillsonburg and VanQuaethem Farms Ltd. for agricultural purposes.

**Carried**

**19. Confirm Proceedings By-law**

**Resolution # 2025-113**

**Moved By:** Councillor Rosehart

**Seconded By:** Councillor Spencer

THAT By-Law 2025-028, to confirm the proceedings of the Council Meeting held on March 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**

The next Council meeting scheduled for April 14 will be held virtually (no in-person attendance).

**21. Adjournment**

**Resolution # 2025-114**

**Moved By:** Councillor Spencer

**Seconded By:** Councillor Parker

THAT the Council meeting of March 24, 2025, be adjourned at 7:44 p.m.

**Carried**