



## COUNCIL MEETING

Thursday, March 02, 2017

6:00 PM

Council Chambers

200 Broadway, 2<sup>nd</sup> Floor

# MINUTES

### ATTENDANCE

Mayor Stephen Molnar  
Deputy Mayor Dave Beres  
Councillor Penny Esseltine  
Councillor Chris Rosehart  
Councillor Brian Stephenson

#### Staff:

David Calder, CAO  
Donna Wilson, Town Clerk  
Dave Rushton, Director of Finance/Treasurer  
Rick Cox, Director of Recreation, Culture & Parks  
Jeff Smith, Fire Chief  
Vance Czerwinski, Manager of Public Works

#### Regrets:

Councillor Maxwell Adam  
Councillor Jim Hayes  
Kevin DeLeebeeck, Director of Operations  
Tricia Smith, Deputy Clerk

### 1. Call to Order

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

### 2. Adoption of Agenda

#### Resolution #1

Moved By: Councillor Rosehart

Seconded By: Deputy Mayor Beres

THAT the Agenda as prepared for the Council meeting of Thursday, March 02, 2017 , be adopted.

Carried

**3. Moment of Silence**

**4. Disclosures of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest declared.

**5. Adoption of Council Minutes of Previous Meeting**

5.1. Minutes of the Meeting of

[170213 Council MIN](#)

Resolution # 2

Moved By: Councillor Rosehart

Seconded By: Deputy Mayor Beres

THAT the Minutes of the Council Meeting of February 13, 2017, be approved.

Carried

**6. Delegations and Presentations**

**6.1. Volunteer Achievement Award Presentation - John Morling**

Presented By: Councillor Stephenson

Mayor Stephen Molnar and Councillor Stephenson presented John Morling with the volunteer achievement award for February 2017.

**7. Committee Reports & Presentations**

**7.1. Dog Park Subcommittee**

Presented By: Peter Luciani

[Appendix B - 2017 Dog Park](#)

Mr. Peter Luciani and Tyler Coghill representing the Dog Park Resident group, appeared before Council and provided a presentation to Council regarding a preferred location for a dog park.

Council was given the opportunity to ask questions.

Rules and maintenance of a dog park would have to be developed once a decision has been made.

Resolution # 3

Moved By: Councillor Stephenson

Seconded By: Councillor Esseltine

THAT Council receive the presentation from the Dog Park Subcommittee;

AND THAT the matter be referred to staff to review and bring back a report and recommendations at the April 10, 2017 council meeting or before.

Carried

## 8. Public Meetings

### 8.1. Applications for Red-Line Revision to Draft Approved Plan of Subdivision and Zone Change- 32T-06005 & ZN 7-17-01 - Performance Communities Realty Inc.

[CASPO Report 2017-28](#)

[Report Attachments](#)

Eric Gilbert, Development Planner, County of Oxford, appeared before Council and presented CASPO 2017-28.

Opportunity was given for Council to ask questions.

The applicant appeared before Council and provided comments on the application.

Opportunity was given for members of the public to provide comments in favour of or in opposition to the application.

Don Showers appeared before council and requested the applicant clarify if soil mounds currently on the site would be removed prior to the start of the new construction. He also asked for assurance that cleanup would occur regularly through the construction phases.

Mike Vaboom appeared before council and requested information regarding rear yard setbacks. The planner responded accordingly.

Harry Leach appeared before council and made comment regarding property lines and clarity of those boundaries. The applicant responded.

Adam Navickas requested information regarding road reconstruction along Lowrie Crescent and if that work would occur during construction of this development.

Eric Flora, Town Engineer – responded to the question regarding timing of the development and the reconstruction of roadways.

No other members of the public appeared to provide comments on the application.

The following resolution was brought forward.

Resolution # 4

Moved By: Councillor Stephenson

Seconded By: Councillor Esseltine

THAT Council approve in principle the zone change application, File No. ZN 7-17-01, as submitted by Performance Communities Realty Inc., for lands described as Part of Lot 7, Concession 12 (Dereham), Parts 1-4 of 41R-9418, in the Town of Tillsonburg, to rezone the subject lands to (R1A-H), (R1A- 18H), (R1A-19H), (R2-13H), (R2-14H), (R2-15H), & (R3-13H) to facilitate the development of a residential draft plan of subdivision;

AND FURTHER THAT Council advise Oxford County that the Town supports the red-line revisions to draft approved plan of subdivision, File No. 32T 06005, as submitted by Performance Communities Realty Inc., prepared by Cyril J. Demeyere Consulting Engineers, for lands described as Part of Lot 7, Concession 12 (Dereham), Parts 1-4 of 41R-9418, Town of Tillsonburg, showing 155 lots for single detached dwellings, and 7 lots for street-fronting townhouse dwellings.

Carried

**9. Planning Applications****9.1. Request for Extension of Draft Plan Approval- 32T-09004- Town of Tillsonburg**

Industrial Subdivision

[CASPO Report 2017-37](#)[Report Attachments](#)Resolution # 5

Moved By: Councillor Esseltine

Seconded By: Councillor Stephenson

That Tillsonburg Council advise Oxford County that the Town supports a 3 year extension to the draft approval of the Town Industrial Plan of Subdivision, (32T 09004), for lands described as Part Lots 1 & 2, Concession 5 (Middleton), Town of Tillsonburg, to March 9, 2020.

Carried

**10. Information Items****11. Mayor****12. Quarterly Reports**

### 13. Reports from Departments

#### 13.1. Chief Administrative Officer

13.1.1. Extension - Community Transportation Pilot Program - Request for Funding

[Extension - Community Transportation Pilot Program - Request for Funding](#)

[Extension - Community Transportation Pilot Program - Request for Funding](#)

[Extension - Community Transportation Pilot Program - Request for Funding](#)

#### Resolution # 6

Moved By: Councillor Esseltine

Seconded By: Councillor Stephenson

THAT Council receive report CAO 17-01 Extension Community Transportation Pilot Program;

AND THAT the Town of Tillsonburg Council authorizes the submission to the Ministry of Transportation of an application form in the amount of \$50,000 for the extension of the Community Transportation Pilot Program in the Town of Tillsonburg.

AND THAT Council authorizes the CAO to sign the completed application form.

Carried

#### 13.2. Clerk's Office

13.2.1. CL 17-05 Council Composition

[CL 17-05 - Council Composition](#)

[CL 16-29 Deputy Mayor Position](#)

[By-Law 4080 to Establish the Composition of Council](#)

#### Resolution # 7

Moved By: Deputy Mayor Beres

Seconded By: Councillor Esseltine

THAT Council receives Report CL 17-05 Council Composition;

AND THAT By-law 4080, To Establish the Composition of the Municipal Council for the Town of Tillsonburg be brought forward for Council's consideration.

Carried

#### 13.3. Development and Communication Services

13.3.1. DCS 17-06 Lease with Chesterman Farm Equipment Inc.

[Report DCS 17-06](#)

[Lease Agreement](#)

The access and egress of the property was questioned regarding whose responsible for that upkeep.

The lease includes the roadway as part of the lease.

Resolution # 8

Moved By: Deputy Mayor Beres

Seconded By: Councillor Esseltine

THAT Council receive Report DCS 17-06 Lease with Chesterman Farm Equipment Inc;  
AND THAT the Mayor and Clerk be authorized to enter into a lease agreement for the lands described as:

- (i) Unnamed Road adjacent to Lots 1612, 1613 and 1614, Part 2, Plan 41R-6496;
- (ii) Unnamed Road adjacent to Lots 1612, 1613 and 1614;
- (iii) Approximately five (5) acres of land located on the east side of Highway 19 (Vienna Road), legally described as Part Lot 1613, Plan 500, designated as part of Part 2 on OXR39 and part of Part 3 on R-13; with Chesterman Farm Equipment Inc. for a three year term expiring on December 31, 2019 subject to the terms and conditions contained within the lease agreement;

AND THAT a bylaw be brought forward in that regard for Council consideration.

Carried

**13.4. Finance**

**13.4.1. FIN17-07 Contributions to Reserves**

[FIN 17-07 Contributions to Reserves](#)

Resolution # 9

Moved By: Councillor Stephenson

Seconded By: Councillor Esseltine

THAT Council receives report FIN 17-07 Contributions to Reserves;

AND THAT \$434,285 is contributed to reserves in 2016.

Carried

**13.5. Fire and Emergency Services**

**13.6. Operations**

**13.6.1.** OPS 17-06 Results for Tender RFT 2017-001 Riverview Subdivision  
Reconstruction - Stage 2 of 2

[OPS 17-06 Results for Tender RFT 2017-001 Riverview Subdivision Reconstruction - Stage 2 of 2](#)

Resolution # 10

Moved By: Councillor Stephenson                      Seconded By: Councillor Esseltine

THAT Council receive Report OPS 17-06, Results for Tender RFT2017-001 Riverview Subdivision Reconstruction – Stage 2 of 2;

AND THAT Council award Tender RFT2017-001 to Euro-Ex Construction of Woodstock, ON at a cost of \$718,139.25 (net HST included), the lowest bid received satisfying all Tender requirements.

Carried

**13.7. Recreation, Culture & Park Services**

**13.7.1.** RCP 17-19 – Canada 150 CIP Contribution Agreement

[RCP 17-19 - Canada 150 CIP Contribution Agreement](#)

[Canada 150 CIP Contribution Agreement](#)

Resolution # 11

Moved By: Councillor Rosehart                      Seconded By: Councillor Esseltine

THAT Report RCP 17-19 – Canada 150 CIP Contribution Agreement be received;

AND THAT the Mayor and Clerk be authorized to sign the Contribution Agreement with the Government of Canada for \$128,300 under the Canada 150 Community Infrastructure Program for the “Improvement of Memorial Park and Tillsonburg Fairgrounds Project.

Carried

**14. Unfinished Business**

**15. Staff Information Reports**

**15.1.** RCP 17-16 - Oct-Dec 2016 RCP Departmental Activity Reports

[RCP 17-16 - Oct-Dec 2016 RCP Departmental Activity Reports](#)

[Oct-Dec 2016 Activity - Recreation Programs & Services](#)

[Oct-Dec 2016 Activity - Culture & Heritage](#)

[Oct-Dec 2016 Activity - Parks & Facilities](#)

Resolution # 12

Moved By: Councillor Rosehart

Seconded By: Councillor Esseltine

THAT Council receive Report RCP 17-16 – Oct-Dec 2016 RCP Departmental Activity Reports for information.

Carried

**16. Committee Minutes & Reports**

**16.1. Minutes, Accessibility Advisory Committee**

[170208 Accessibility Advisory Committee MIN](#)

Minutes, Development Committee

[161213 Development Committee MIN](#)

[170117 Development MIN](#)

Minutes Special Awards Feb 7, 2017

[Special Awards 2017-02-07 Minutes](#)

Minutes Memorial Park Revitalization Committee - Jan 30, 2017

[Memorial Park Minutes 2017-01-30](#)

Minutes - PRC Feb 7, 2017

[PRC 02 February 7 2017 - Minutes](#)

Council noted that recommendations from committees should be recognized and those items be brought to council for consideration.

Resolution # 13

Moved By: Councillor Stephenson

Seconded By: Councillor Esseltine

THAT Council receive the Minutes of the Accessibility Advisory Committee for February 8, 2017, the Development Committee for December 18, 2016 and January 17, 2017, and the Special Awards Committee for February 7, 2017, and the Memorial Park Revitalization Committee for January 30, 2017, and the Parks & Recreation Advisory Committee for February 7, 2017, as information.

Carried



**16.2.** BIA Minutes of January 10, 2017

[BIAMeetingJanuary2017 \(5\)](#)

Resolution # 14

Moved By: Councillor Stephenson

Seconded By: Councillor Esseltine

THAT Council receive the Minutes of the BIA as information.

Carried

**17. Notice of Motions**

**18. Resolutions**

**19. Resolutions Resulting from Closed Session**

**20. By-Laws**

**By-Laws from the Meeting of Thursday, March 02, 2017**

**20.1 By-Law 4080, to Establish the Composition of Council**

Resolution # 15

Moved By: Councillor Esseltine

Seconded By: Stephenson

THAT [By-Law 4080](#), to Establish the Composition of Council, be read for a first and second reading and this constitutes the first and second reading thereof.

Carried

**20.2 By-Law 4082, to enter into a Land Lease Agreement with Chesterman Farm Equipment Inc.**

Resolution # 16

Moved By: Councillor Esseltine

Seconded By: Councillor Stephenson

THAT [By-Law 4082](#), To Enter into a Land Lease Agreement with Chesterman Farm Equipment Inc., [Chesterman Lease](#), 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

**20.1. By-Law 4085, To Adopt a Schedule of Fees for certain Municipal Applications, Service and Permits.**

Resolution # 17

Moved By: Deputy Mayor Beres

Seconded By: Councillor Esseltine

THAT [By-Law 4085 - 2017](#), to Adopt a Schedule of Fees for certain Municipal Applications, Service and Permits, be read for a 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

**20.2 By-Law 4087, To Confirm the Proceedings of the Council Meeting of March 2, 2017.**

Resolution # 18

Moved By: Deputy Mayor Beres

Seconded By: Councillor Esseltine

THAT [By-law 4087](#) To confirm the proceedings of Council at its meeting held on the 2<sup>nd</sup> day of March, 2017, 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

**21. Items of Public Interest**

**22. Adjournment**

Resolution # 19

Moved By: Councillor Esseltine

Seconded By: Councillor Stephenson

THAT the Council Meeting of Thursday, March 02, 2017 be adjourned at 8:30 p.m.

Carried