



The Corporation of the Town of Tillsonburg
**Parks, Beautification and
Cemetery Advisory Committee**

March 7, 2019

9:00 a.m.

Suite 203, 200 Broadway, 2nd Floor

MINUTES

Present: Paul Wareing, Bob Marsden, Marian Smith, Christine Nagy, Ken Butcher, Donna Scanlan, Maurice Verhoeve, Penny Esseltine & Sue Saelens.

Absent with Regrets: Mike Dean

Also Present: Corey Hill

1. Call to Order

The meeting was called to order at 9:00 a.m.

2. Adoption of Agenda

Resolution #1

Moved by: Bob Marsden

Seconded by: Sue Saelens

THAT the Agenda as prepared for the Parks, Beautification and Cemetery Advisory Committee meeting of March 7, 2019, be adopted.

Carried

3. Disclosures of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest declared.

4. Adoption of Minutes of Previous Meeting

Proposed Resolution #2

Moved by: Christine Nagy

Seconded by: Marian Smith

THAT the Parks, Beautification and Cemetery Advisory Committee Meeting Minutes of February 7, 2019, be approved.

Carried

5. Presentations/Deputations

5.1 Cemetery Master Plan – Rick Cox, Director of Recreation, Culture & Parks.

Rick Cox, Director of Recreation, Culture & Parks with the Town of Tillsonburg, presented as information an overview of the 2014 Cemetery Master Plan including updates that were completed in 2018 to the Columbaria & Scattering Garden areas.

6. General Business & Reports

6.1. Keep Tillsonburg Beautiful/Trails Festival Event – Sue Saelens

Sue Saelens, Chair of the Keep Tillsonburg Beautiful/Oxford Trails Festival Event Sub-Committee, provided the Committee with an overview of the plan for the event. The event is recommended as taking place on June 2, 2019, from 1230-1600hrs at the Trail Entrance on north Broadway Street (south of North St) & the north Tillson Ave Trail Entrance (south of North St). The Sub-Committee is pursuing multiple activities to occur that day including an equestrian information session, a birds of prey presentation, yoga/exercise, guided trail walks, trail clean-up, tree planting & the official unveiling of a memorial bench for the late Town Councillor Brian Stephenson.

Proposed Resolution #3

Moved by: Bob Marsden

Seconded by: Maurice Verhoeve

THAT the date, time, location and planned activities for the Keep Tillsonburg Beautiful/Oxford Trails Festival Event be approved AND that the Sub-Committee continue working on the event planning.

Carried

6.2. Horticultural Society – Christine Nagy

On behalf of the Tillsonburg Horticultural Society, Christine Nagy presented an update on the Society's Commercial Beautification Program. The program currently has 28 participating businesses with 43 planters being ordered. There is still a chance to submit additional orders. Christine also advised that the Society has secured multiple donors to offset the material costs for the Town of Tillsonburg's Downtown Flower Urns which is apart of the Town's Parks Department's in-house Beautification Program.

6.3. Oxford County Surplus Lands Public Consultation Meeting Update - Corey Hill

Corey Hill, Committee Staff Liaison, provided information on the Oxford County Public Consultation meeting that was held on February 27 at 7pm in County Council Chambers located at the Oxford County Administration Building at 21 Reeve Street in Woodstock. The meeting was well attended and multiple speakers addressed County Council both in support of and in opposition to the surplus lands designation. Following the public consultation portion of the meeting, County Council approved the surplus lands designation.

6.4. Budget Update – Corey Hill

Corey Hill, Committee Staff Liaison, provided an update on the current status of Town's capital and operational budgets. Budgets were approved on February 28, 2019. Corey then reviewed Parks & Cemetery specific budget items that were approved and not approved. Part of the discussion focused on the Cemetery Scattering Gardens that was not approved to proceed as a capital

budget item in 2019. Penny Esseltine shared that Council wanted more information on the Scattering Gardens before approving that kind of expenditure.

Proposed Resolution #4

Moved by: Bob Marsden

Seconded by: Sue Saelens

THAT the committee strike a sub-committee to gather more information on the operations of a scattering garden AND that this information be shared with Council for future consideration.

Carried

6.5. Bylaws (#4001 & #3640) – Corey Hill;

Corey Hill, Committee Staff Liaison, distributed copies of the Cemetery Bylaw (#3640) and the Tree Bylaw (#4001) for the committee to review and discuss potential amendments at a future meeting.

7. Correspondence

None

8. Other Business

None

9. Next Meeting

Thursday, April 4, 2019, at 9:00a.m. at the Corporate Office Annex Suite 203 meeting room.

10. Adjournment

Resolution #5

Moved by: Christine Nagy

Seconded by: Marian Smith

THAT the March 7, 2019 Parks, Beautification and Cemetery Advisory Committee meeting be adjourned at 9:58 a.m.

Carried