MINUTES

Present: Paul DeCloet, Marian Smith, Christine Nagy, Donna Scanlan, Sue Saelens, Mike Dean, Ken Butcher, Barb Wareing & Penny Esseltine

Absent with Regrets: Bob Marsden

Also Present: Corey Hill & Allison Jakobi

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

2. Adoption of Agenda
   Resolution #1
   Moved by: Christine Nagy
   Seconded by: Marian Smith
   THAT the Agenda as prepared for the Parks, Beautification and Cemetery Advisory Committee meeting of November 14, 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
   Resolution #2
   Moved by: Penny Esseltine
   Seconded by: Christine Nagy
   THAT the Parks, Beautification and Cemetery Advisory Committee Meeting Minutes of October 3, 2019 & Friday October 29, 2019 be approved. There was a question about the accuracy of the resolution carried in the Oct 29/19 meeting. The question was that there was no specific reference to size or scope in the resolution as reflected in the minutes. The Oct 29/19 resolution wording was reviewed as follows:
   Moved by: Penny Esseltine
   Seconded by: Christine Nagy
   THAT the Parks, Beautification & Cemetery Advisory Committee ask staff to bring forward a report outlining development of a naturalized scattering garden at the Tillsonburg Cemetery, from beginning through to completion, growing as use grows including an opportunity for name recognition on a plaque from the beginning.
   After a brief discussion there was consensus that the resolution was accurate to what was tabled and unanimously carried by the Committee. Item 8.1 was added to the agenda to discuss the matter of size and scope further.
   Minutes of Oct 29/19 Carried
5. **Presentations/Deputations**
   None

6. **General Business & Reports**
   6.1. **Cemetery Bylaw (#3640) Revisions;**
   The Committee reviewed Section “D” of the current Cemetery Bylaw #3640. Suggested changes were recorded and will be tracked. The Committee is to come to the next meeting prepared to discuss section “E”.

   6.2. **Scattering Gardens;**
   Deferred to Section 8.1

   6.3. **Keep Tillsonburg Beautiful 2020;**
   The Committee discussed options for an event for 2020. A decision should be made by January 2020. The Committee will discuss further at next meeting.

   6.4. **Trans Canada Trail – Tillsonburg to Norwich;**
   The Committee discussed the Norwich to Tillsonburg Trans Canada Trail that was recently discussed at Oxford County Council. It was noted that the Town of Tillsonburg will not be expected to be involved in the installation, maintenance and/or repair for this new section of trail.

7. **Correspondence**
   None

8. **Other Business**
   8.1. **Scattering Gardens;**
   There was discussion about adding initiating an additional resolution to Council specific to size and scope of the proposed Scattering Gardens. Corey Hill, Staff Liaison, explained that the resolution carried in the Oct 29/19 meeting was direction to staff to come up with a plan for a reduced scope scattering gardens. As such, this was already initiated and preliminary staff planning was underway. Some of the initial staff ideas were shared with the Committee. The finalized plans would be dependent on budget, if any, that Council allocated to the project. It was shared that the revised budget that was included in the proposed 2020 capital budget for the scattering gardens was $20,000. As such, pending Council approval of budget, staff would develop a more detailed plan and come back to the Committee with that plan. The Committee was satisfied with this update and no resolutions were tabled. This item is listed as pending until Council approves the 2020 capital budget.

9. **Next Meeting**
   Thursday, December 5, 2019, at 9:00a.m.at the Corporate Office Annex Suite 203 meeting room.

10. **Adjournment**
    Resolution #3
    Moved by: Marian Smith
    Seconded by: Christine Nagy
    THAT the November 14, 2019 Parks, Beautification and Cemetery Advisory Committee meeting be adjourned at 10:00 a.m.
    Carried