



The Corporation of the Town of Tillsonburg

## PARKS, BEAUTIFICATION AND CEMETERIES ADVISORY COMMITTEE

February 28, 2023

4:15 p.m.

Tillsonburg Cemetery

# MINUTES

### **Present:**

Susan Saelens, Barb Waering Christine Vandenbussche, Isaac Card, Ron Walder, Martha Kirkpatrick, Wayne Beard, Karen Clipson, Joan Weston, Councillor Pete Luciani, Mayor Deb Gilvesy.

### **Absent with Regrets:**

Maurice Verhoeve, Mike Dean.

### **Also Present:**

Julie Columbus, Director of Recreation, Culture and Parks  
Matt Johnson, Manager of Parks and Facilities  
Margaret Puhr, Administrative Assistant, Recreation, Culture and Parks

### **1. Call to Order**

The meeting was called to order at 4:15pm.

### **2. Adoption of Agenda**

#### Resolution #1

Moved by: Sue Saelens

Seconded by: Karen Clipson

THAT the Agenda for the Parks, Beautification and Cemeteries Advisory Committee meeting of February 28, 2023, be adopted.

**Carried**

### **3. Minutes of the Previous Meeting**

#### **4. Orientation**

Amelia Jaggard, Deputy Clerk, was present to provide an orientation session.

#### **5. Election of Chair and Vice-Chair**

##### Resolution #3

Moved by: Pete Luciani

Seconded by: Karen Clipson

THAT Wayne Beard be nominated as Chair of the Parks, Beautification and Cemeteries Advisory Committee.

##### **Carried**

##### Resolution #4

Moved by: Pete Luciani

Seconded by: Joan Weston

THAT Sue Saelens be nominated as Vice-Chair of the Parks, Beautification and Cemeteries Advisory Committee.

##### **Carried**

#### **6. Disclosures of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest declared.

#### **7. Meeting Schedule**

##### Resolution #5

Moved by: Wayne Beard

Seconded by: Isaac Card

THAT the Parks, Beautification and Cemeteries Advisory Committee meet the last Tuesday of the month except July, August and December, at 4:30 p.m.

##### **Carried**

Meetings will be held at the Council Chambers, 200 Broadway, second floor.

#### **8. General Business and Reports**

**8.1.** Horticultural Society Presentation – to be included on the next meeting agenda.

**8.2.** Tillsonburg FC presentation

Michael Papaioannou appeared before the committee at the direction of Council.

Mr. Papaioannou provided an overview of the Tillsonburg Football Club's

request to the Town for improvements to Gyulveszi Park.

Opportunity was provided for comments and questions.

Mr. Papaioannou noted the Football Club is asking for financial assistance from the Town to fix the parking lot at Gyulveszi Park. The presentation was received by committee as information.

**8.3. Parks By-law**

The Town is currently drafting a Parks By-law. A draft will be brought forward to the committee for review and comment later this year.

**8.4. Park signage update**

Staff provided an overview of wayfinding signage completed at Parks to date. The committee was supportive of the design as presented.

**8.5. Update to Cemetery By-Law**

Staff presented the updated Cemetery By-Law to include hours of operations and genealogy requests which are by appointment only. Staff shared a proposal to repurpose the town kiosks to provide self initiated genealogy research. The Town is also investigating other methods to be available on line via the website and mobile app to administer genealogy requests.

**8.6. Staff update**

Staff shared an update on the recent meeting with the Chair of the Horticultural Society and plans to host an appreciation BBQ and invited the PB&C Committee members. Staff are looking forward to working with the new committee members during the new term of Council.

**9. Next Meeting**

March 28, at 4:30 p.m., Council Chambers, 200 Broadway, second floor.

**10. Adjournment**

The meeting be adjourned at 5:41 p.m.