



The Corporation of the Town of Tillsonburg

Cultural, Heritage and Special Awards Advisory Committee

February 5, 2019

2:30 p.m.

Annex Board Room, 200 Broadway, 2nd Floor

MINUTES

Present:

Penny Esseltine, Terry Fleming, Vernon Fleming, James Murphy.

Absent with Regrets:

Rosemary Dean, Carrie Lewis, Collette Takacs.

Also Present:

Erin Getty

Amelia Jaggard, Legislative Services Coordinator

Donna Wilson, Town Clerk

1. Call to Order

The meeting was called to order at 2:33 p.m.

2. Adoption of Agenda

Resolution #1

Moved by: Terry Fleming

Seconded by: James Murphy

THAT the Agenda as prepared for the Cultural, Heritage and Special Awards Advisory Committee meeting of February 5, 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

5. Presentations/Deputations

6. General Business & Reports

6.1.Orientation – Donna Wilson, Town Clerk

Amelia Jaggard, Legislative Services Coordinator, provided an overview of the materials available to members of the committee.

Donna Wilson provided an overview of the roles of members and general governance for committees.

6.2.Election of Chair and Vice Chair – Donna Wilson, Town Clerk

The election of the Chair and Vice Chair will be moved to the next meeting of the committee in order to allow all members with the opportunity to take part in the election.

The Town Clerk chaired the remainder of the meeting.

6.3. Meeting location, dates and time

The committee recommended meeting the first Wednesday of each month at 5:30 p.m. at the Corporate Office in Suite 203.

6.4. Terms of Reference

Cultural Grant Process to promote cultural initiatives within the Town to be cited in Terms of Reference.

6.5. Set goals for term

Promote Century Plaque and Special Awards programs.

Plans for Town's 150th Anniversary.

To bring this item forward to the next meeting in order to allow for a more inclusive discussion.

7. Correspondence

8. Other Business

9. Next Meeting

Wednesday, March 6, 2019 at 5:30 at the Corporate Office in Suite 203.

10. Adjournment

Resolution #3

Moved by: Terry Fleming

Seconded by: Penny Esseltine

THAT the February 5, 2019 Cultural, Heritage and Special Awards Advisory Committee meeting be adjourned at 3:29 p.m.

Carried