



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

February 7, 2019

9:00 a.m.

Suite 203, 200 Broadway, 2nd Floor

MINUTES

Present: Paul DeCloet, Marian Smith, Christine Nagy, Ken Butcher, Donna Scanlan & Sue Saelens.

Absent with Regrets: Penny Esseltine, Mike Dean, Paul Wareing & Bob Marsden

Absent without Regrets: Maurice Verhoeve

Also Present: Corey Hill

1. Call to Order

The meeting was called to order at 9:02 a.m.

2. Adoption of Agenda

Added agenda items 5.2 Horticultural Society Update (Christine Nagy) & 6.5 Oxford County Public Consultation Meeting (Corey Hill).

Resolution #1

Moved by: Marian Smith

Seconded by: Christine Nagy

THAT the Agenda as prepared for the Parks, Beautification and Cemetery Advisory Committee meeting of February 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: Ken Butcher

Seconded by: Christine Nagy

THAT the Parks, Beautification and Cemetery Advisory Committee Meeting Minutes of January 31, 2019, be approved.

Carried

5. Presentations/Deputations

5.1 Memorial Park Lions' Tree Grove – Paul DeCloet

On behalf of the Tillsonburg Lions Club, Paul DeCloet provided an overview of the ongoing development of the Lions' Tree Grove that is located in Memorial Park immediately west of the Kinsmen foot bridge.

5.2 Horticultural Society Update – Christine Nagy

On behalf of the Tillsonburg Horticultural Society, Christine Nagy provided background information on the Society's seasonal commercial beautification program. Christine then introduced a new 4 season commercial beautification program being launched in 2019 and passed out an information sheet for Committee members.

6. General Business & Reports

6.1. Keep Tillsonburg Beautiful/Trails Festival Event – Corey Hill

Corey Hill, Committee Staff Liaison, provided a brief summary on the Committee's decision on Jan 31 to host the Keep Tillsonburg Beautiful Event, and expand it to include the Oxford Trails Festival, to be held on the first weekend in June 2019. A sub-committee was established to work on the planning of this event. Sub-committee members to include Penny Esseltine, Sue Saelens, Marian Smith, Paul DeCloet and Corey Hill acting as staff liaison. The first sub-committee meeting will be scheduled for Thursday, February 14, 2019, at 9am in the Corporate Office Annex Suite 203 meeting room. A sub-committee Chair will need to be selected at that meeting. Corey Hill to follow-up with sub-committee members via email regarding the meeting details.

6.2. Review of Terms of Reference

The current terms of reference were discussed and there were no recommended changes.

6.3. Committee Goals

After discussion, the following goals were identified and agreed upon:

Cemetery

- To review the Cemetery By-law and recommend changes as needed.
- To review the Cemetery Master Plan and recommend changes as needed.

Beautification

- To continue to support, promote and recommend enhanced beautification initiatives within the Town of Tillsonburg as achieved through volunteer organizations such as the Horticultural Society, and working in partnership with the Town's Recreation, Culture & Parks Departmental in-house beautification program.

Parks

- To review the Tree By-law and recommend changes as needed.

6.4. Budget Update – Corey Hill

An update was provided on the current status of capital budget projects that are within the scope of the Committee. The budget deliberation process is ongoing and final approvals have yet to be achieved.

6.5. Oxford County Public Consultation Meeting - Corey Hill

Corey Hill, Committee Staff Liaison, provided information on an upcoming Oxford County Public Consultation meeting to be 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 is to hear public feedback on the County's intention to dispose of sections of the abandoned railway corridor that have been deemed as not viable for use as utility and/or trail corridors, as well as, surplus flank lands through wider sections of the former railway corridors. Corey Hill distributed a copy of the meeting notice which included a map identifying the locations of the surplus lands.

7. Correspondence

None

8. Other Business

None

9. Next Meeting

Thursday, March 7, 2019, at 9:00a.m.at the Corporate Office Annex Suite 203 meeting room.

10. Adjournment

Resolution #3

Moved by: Christine Nagy

Seconded by: Marian Smith

THAT the January 31, 2019 Parks, Beautification and Cemetery Advisory Committee meeting be adjourned at 10:03 a.m.

Carried