



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

May 2, 2019
9:00 a.m.

Suite 203, 200 Broadway, 2nd Floor

MINUTES

Present: Paul DeCloet, Bob Marsden, Marian Smith, Christine Nagy, Donna Scanlan, Maurice Verhoeve, Penny Esseltine, Sue Saelens & Mike Dean

Absent with Regrets: Ken Butcher & Paul Wareing

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: Marian Smith

Seconded by: Christine Nagy

THAT the Agenda as prepared for the Parks, Beautification and Cemetery Advisory Committee meeting of May 2, 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: Sue Saelens

Seconded by: Bob Marsden

THAT the Parks, Beautification and Cemetery Advisory Committee Meeting Minutes of April 4, 2019, be approved.

Carried

5. Presentations/Deputations

5.1. BIA Beautification Plan – Mark Renaud, BIA Executive Director

Mark Renaud outlined the BIA's 2019 Downtown Beautification Plan for the Committee's information.

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 update as to the planning progress for the event. The next sub-committee meeting is scheduled for May 9, 2019. The Sub-

Committee members also encouraged as many Committee members as possible to attend on June 2 to show support for the event and pitch in to help wherever needed.

6.2. Scattering Gardens Sub-Committee Report – Ken Butcher;

In Ken's absence, Corey Hill, Committee Staff Liaison, outlined that the sub-committee met on April 18th and that Ken Butcher was selected as the sub-committee Chair. It was also explained that the sub-committee is going to create a standardized questionnaire for other municipalities and similar sized cemeteries regarding their scattering gardens. The next sub-committee meeting is scheduled for May 16, 2019.

6.3. Cemetery By-law #3640

The Committee briefly discussed issues and/or items pertaining to the Cemetery By-law that they would like to review and discuss in more detail. Those items are as follows:

- Signage;
- Overlap & compliance with the Funeral, Burial and Cremation Services Act;
- Compliance with current by-law provisions;
- Staffing & hours of the Cemetery Office;
- By-law communication strategies;
- Service delivery model.

The Cemetery By-law will be added as a standing agenda item to permit further Committee discussion & recommendations.

6.4. New Committee Initiatives

Committee members were asked for any new items or initiatives that they felt the Committee should be working on that would be over and above those initiatives previously identified. There were 3 topics mentioned as follows:

- More to do with trees;
- Parks master plan;
- Trails master plan.

7. Correspondence

None

8. Other Business

None

9. Next Meeting

Thursday, June 6, 2019, at 9:00a.m.at the Corporate Office Annex Suite 203 meeting room.

10. Adjournment

Resolution #5

Moved by: Bob Marsden

Seconded by: Penny Esseltine

THAT the May 2, 2019 Parks, Beautification and Cemetery Advisory Committee meeting be adjourned at 10:04 a.m.

Carried