

The Corporation of the Town of Tillsonburg Parks, Beautification & Cemeteries Committee AGENDA



Tuesday, June 25, 2024

5:00 PM

Boardroom CSC

10 Lisgar Ave.

1. Call to Order

2. Adoption of Agenda

Moved By: _____

Seconded By: _____

THAT the agenda as prepared for June 25th Parks, Beautification & Cemeteries Committee meeting, be adopted

3. Disclosures of Pecuniary Interest and the General Nature Thereof

4. Adoption of Minutes of Previous Meeting

Moved By: _____

Seconded By: _____

THAT the minutes of the May 28th meeting be adopted.

5. Presentations

5.1 Newman Park fencing - Chris Jackson

6. Information Items

6.1 Trans Canada Trail Grant report

7. General Business & Reports

7.1 Election of Vice Chair

Moved By: _____

Seconded By: _____

THAT _____ be nominated as the Vice Chair of the Parks, Beautification & Cemeteries Advisory Committee.

8. Next Meeting

9. Adjournment

Moved By: _____

Seconded By: _____

THAT the June 25 meeting be adjourned at ____ pm



**tion of the Town of Tillsonburg
 ication & Cemeteries Committee
 Meeting
 MINUTES**

Tuesday, May 28, 2024
 5:00 PM
 Boardroom CSC
 10 Lisgar Ave.

ATTENDANCE: Ron Walder
 Mike Dean
 Maurice Verhoeve
 Kristine Vandebussche
 Martha Kirkpatrick
 Isaac Card
 Joan Weston
 Paul DeCloet
 Pete Luciani
 Deb Gilvesy

Regrets: Barbara Wareing

Staff: Margaret Puhr
 Andrea Greenway

Regrets: Matt Johnson

1. **Call to Order**
 The meeting was called to order at 5:00pm
2. **Adoption of Agenda**
 Resolution # 1

Moved By: Ron Walder

Seconded By: Pete Luciani

THAT the agenda as prepared for the Parks, Cemeteries and Beautification Committee, be adopted.

Carried

3. Disclosures of Pecuniary Interest and the General Nature Thereof

4. Adoption of Minutes of Previous Meeting

Resolution # 2

Moved By: Joan Weston

Seconded By: Kristine Vandebussche

THAT the minutes from the April 30, 2024 meeting, be adopted.

Carried

5. Presentations

6. Information Items

6.1 Lake Lisgar weir update

Update provided by Andrea Greenway per memo.

Joan provided a 1943 by-law related to the weir by-law #1129

6.2 Scattering Garden - memo

Update per memo provided by Andrea

6.3 Garbage cans in cemetery - Kristine Vandebussche

Kristine noted that the barrels currently used at the cemetery are not very nice looking, wondering if there are options and funds for nicer looking receptacles.

6.4 Road conditions at the cemetery - Kristine Vandebussche

The pathways have potholes and some are in dire condition and would like to bring up some resurfacing potential to improve the laneways. Wondering if perpetual care would cover the maintenance of roadways.

6.5 Columbarium niche sizes - Kristine Vandebussche

Kris noted that two urns can fit into a 12x12x9 size columbarium. Also that sizes are provided at the time of purchase, therefore the information is available for interested parties.

7. General Business & Reports

7.1 Tree planting

Resolution # 3

Moved By: Paul DeCloet

Seconded By: Maurice Verhoeve

THAT a sub-committee be struck to monitor the tree planting along the east west former rail line; and

THAT the committee investigate the need for soil amendment in the area from the replacement bridge at TCT and 4th to North trail; and

THAT council consider the need for long term financing for trail beautification via donations and trust funding; and

THAT a specific area be chosen to remove all invasive plants and trees to prepare site for native plantings.

Carried

8. Next Meeting – June 25

9. Adjournment

Moved By: Martha Kirkpatrick

Seconded By: Joan Weston

THAT the May 28th meeting of Parks, Beautification & Cemeteries Committee be adjourned at 5:45 pm

Carried

**Subject: Trans Canada Trail – Award of Grant****Report Number:** RCP 24-025

Department: Recreation, Culture and Parks Department

Submitted by: Andrea Greenway, Acting Director of Recreation, Culture & Parks

Meeting Type: Council Meeting

Meeting Date: Wednesday, June 12, 2024

RECOMMENDATION

- A. THAT report RCP 24-025 titled “Trans Canada Trail – Award of Grant” be received as information; and
- B. THAT a By-law to authorize the Mayor and Clerk to execute all agreements and contracts associated with this project be presented to Council for consideration.

BACKGROUND

The purpose of this report is to inform Council that the Town of Tillsonburg was successful in receiving a grant from the Trans Canada Trail under the *Trail Funding Program: Minor Maintenance Stream*.

This project involves resurfacing of the town managed section of Trans Canada Trail to improve the quality of the surface and safety for users; installation of drainage system - culverts - to mitigate rain water pooling, runoff and erosion. Additionally, rental of mulching head-type machinery to trim and reduce encroachment of sumac trees along the trail pathways as well as removal of invasive species including phragmites.

The maximum contribution amounts for planning, design and construction phases are limited to \$7,500 for projects costs between \$10,000 and \$25,000.

DISCUSSION

The Minor Maintenance Stream of funding was designed to support maintenance projects along the Trans Canada Trail to ensure the long-term sustainability and integrity of the network, as well as improve the safety and comfort of users. Further, this stream will support Trail groups as they increase and maintain the engagement of trail volunteers. The Trans Canada Trail provides financial support to successful applicants for their minor maintenance projects through this stream, based on work to be completed and eligible expenses.

The total cost of the project is estimated to be \$19,200.00 and includes:

RCP 24-025 Trans Canada Trail – Award of Grant

- Cost of materials in the amount of \$8,500.00 plus \$1,200.00 for bridges and culverts and
- Equipment rentals in the amount of \$3,500.00.
- Other expenses include regulatory signage and staff labour in the amount of \$6,000.00.

The grant has been awarded in the amount of \$7,500.00 and the remainder will be allocated from Parks operating budget.

The project timeline is from June to November 2024.

CONSULTATION

This report was prepared in consultation with the Supervisor of Cemetery and Parks and the Finance Department.

FINANCIAL IMPACT/FUNDING SOURCE

This project will be funded from Parks operating budget in the amount of \$11,700.00 and Trans Canada Trail in the amount of \$7,500.00.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyle.

Strategic Direction – Provide an expanded, accessible network of parks and trails.

Priority Project – *Short Term* – Trail system upgrades.

RCP 24-025 Trans Canada Trail – Award of Grant

ATTACHMENTS

Appendix A – TCT Contribution Agreement