

**Pelham Beautification Committee**

**Meeting Notes: March 15, 2016**

**Present: Maria El-Zeghayar (Chair), Amber Cuthbertson, Sandra Harding, Greta Hildebrand,**

**Andrea Clemencio, Kim Holland**

**Regrets: Ava Colangelo and Marisa Battista (MYAC reps.), Richard Rybiak**

7:05 pm Approval of Agenda	Approved	Action
Approval of Minutes February 22, 2015	Minutes for February 22 approved with amendment for members present to include Sandra Harding. Motioned: Maria Seconded: Sandra	Greta to amend
Beautification Committee's Strategic Plan	<b><u>Andrea expressed the urgency for the Beautification Committee's goals for 2016 to be presented to Council.</u></b>  ➤ <b><u>The goals are to be finalized by the committee and will be presented in a separate document and forwarded to Andrea before the next meeting</u></b>	Greta to start the document and input will be provided by the committee members (see Strategic Plan section below)
<b>Restarting Pelham Community Garden</b> Past Information Documents:	Documents pertaining to <b>Pelham Community Garden</b> distributed in paper copy. Sandra has contacted people by email who indicated their interest between Oct. 18 and Nov. 8, 2013. Sandra is taking the lead on this project and more information will be presented in the next committee meeting.  How does the Committee wish to be involved in	
<b>Pelham Spring Clean-Up</b>	The Pelham Spring Clean-up event, scheduled for Earth Day, Saturday April 22. The Committee expressed their interest in being present and involved; however, because of the magnitude of the event in terms of organization and scope, we felt it better left to the Lions' Club who has the experience and resources to do a more effective job. Amber expressed her interest in taking a lead in the Spring Clean Up representation by the Beautification Committee only with the town's support. Andrea will check with the recreation department or others to see whether help can be provided.	Andrea to check whether the town will provide support for the spring-cleanup event

<p><b>Garden Tour</b> Garden Club Involvement</p> <p>Artists Involvement</p>	<p>For the upcoming Garden tour two new ideas have been discussed:</p> <ol style="list-style-type: none"> <li>1. Merging with the Garden tour held by the Garden Club</li> <li>2. Involvement of Artists</li> </ol> <p>1. Merging with the Garden Club Amber met with Garden Club executive Barbara Jacques. Amber joined as a member and will be meeting again with the group on March 21 to relay the interests and needs of the Beautification Committee. The Garden Club prefers to retain their own garden tour which is smaller and attended mainly by their own members. Amber requested our Committee relay ideas to her, prior to March 21, pertaining to the Garden Club's involvement in the Garden Tour. Amber also discussed Garden Club members having an interest in the Community Gardens project. There was an initial indication that this might be the case as 3 of their members had attended the early discussions with the former Communities in Bloom Committee. Andrea reiterated the need for the Action Plan to be in place for Council to discuss releasing capital budget for the Community Gardens project. For this year (2016), both of the tours will be held separate, however the possibility of merging them together will be discussed by Amber further for the next year</p> <p>2. Involvement of Artists Greta met with Vanessa Brownbridge and both agreed that for this year involvement should be controlled in numbers, suitability of venues and artwork. The process of choosing artists must be public, and transparent, as is the choice of gardens. The Committee suggested up to 3 artist gardens, which would include their art displayed in the garden setting or on a sheltered porch or verandah. This would be advertised as part of the public call for gardens. There must be strict guidelines to control safety and quality. Maria indicated her interest in taking a lead in the Garden Tour.</p>	<p>Amber to attend Garden Club meeting, and to relay ideas from the Beautification Com. Contact Amber prior.</p> <p>Greta to draw up guidelines for artists</p> <p>Maria to gather all the past information regarding the tour and start preparing a schedule.</p> <p>Andrea to provide information on when the town staff will be available to provide support for the event.</p>
<p><b>Gateways and Urban Design guidelines</b></p>	<p>Andrea spoke on behalf of the Town of Pelham and the Gateway project. She indicated that the process was already well underway and that the only way that the B. Committee could be involved was to present a letter to Council expressing their concerns in this regard. Amber agreed to draft the letter which Andrea would convey to Council.</p> <p>There would however, be opportunity for the Committee to be involved in any future gateway projects from inception.</p>	<p>Amber to draft letter to Council</p>
<p><b>Tree Management Policy</b></p>	<p>Kim Holland had a brief opportunity to receive feedback from the</p>	<p>This issue will be</p>

	Committee. Greta mentioned the absence of “native” species.	discussed further during the next meeting
<b>Strategic Plan/Action Plan for Presentation to Council</b> <ul style="list-style-type: none"> <li>• Spring Clean-up</li> <li>• Development of Gateway projects</li> <li>• Garden Tour</li> <li>• Pelham Community Garden</li> <li>• Trillium Awards</li> <li>• Christmas Lights</li> <li>• Urban Design Guidelines</li> </ul>	<p>The Strategic Plan must now incorporate an Action Plan for presentation to Council. This step will enable monies to be issued (Community Garden Project), allow staff time to be allocated to projects when needed, and enable co-ordination with other committees as required.</p> <p><b>Spring Clean-up:</b> The Beautification Com. wishes to be involved to show leadership and support; however advises that the Lions Club and Town Staff manage co-ordination of volunteers, equipment and food.</p> <p><b>Development of Gateway projects:</b> B. Com. wishes to be involved from the start with each project as it unfolds. A letter will be presented to Council requesting permission to become involved with the present Eastern Fonthill Gateway Project.</p> <p><b>Garden Tour:</b> B. Com. will take a lead in coordinating Garden Club and Artists participation; however requests that Town staff assist with call for entry and other documentation, advertising, tour for participants Friday evening prior to Saturday’s public event, other duties as required and follow up.</p> <p><b>Pelham Community Garden:</b> B. Committee will take a lead in this initiative with collaboration from the Pelham Garden Club and Artists’ representation, with up to 3 artists’ gardens, displaying their work. The B. Committee requests Council to look into the availability of the budget that was accepted by Council in 2013.</p> <p><b>Trillium Awards:</b> B. Committee will take a lead on the Trillium Awards; however requests assistance from Town staff in formatting public call for entry and nominations, advertising, finding contact information in Town database, contacting nominees and organizing presentation event. B. Committee will assist wherever needed.</p> <p><b>Christmas Lights competition:</b> Assistance where needed for documentation, advertising and presentations.</p> <p><b>Urban Design Guidelines:</b> B. Committee requests involvement in planning and execution of projects.</p>	<p>B. Committee to comment on these initiatives.</p> <p>Andrea to add into Strategic Plan as appropriate.</p>
8:35 pm <b>Adjournment</b>	Next meeting set for April 13, 2016	