

The Corporation of the Town of Essex

Regular Communities in Bloom Committee Meeting Minutes

March 27, 2018

A regular meeting of the Communities in Bloom Committee was held on Tuesday, March 27, 2018 at 6:00 PM in the large Meeting Room of the Essex Town Hall, 33 Talbot Street South, Essex, Ontario.

The Chair, Ron Rogers called the meeting to order and welcomed the committee members and administration.

1. Roll Call

Present: Ron Rogers, Chair

 Mary Meloche

 Nicole Hall

 Mary-Ellen Morton

 Brenda Dunn

 Anne Marontate

 Tim O'Hagan

 Deb Scholey

Also Present: Doug Sweet, Director of Community Services

 Janice Aloisio, Recording Secretary

Regrets none

2. Delegation – John Balga and Paul Hamel

- Ontario Purple Martins President Paul Hamel together with society members John Balga and Dennis Shady attended the meeting to speak to the committee regarding the first annual Ontario Martinfest scheduled for Saturday July 7, 2018 from 10:00 AM to 3:00 PM at Colchester Park and beach area;

- Festival is booked and promotional information will be going out shortly;
- Committee was presented with the draft flyer and provided with a description of the proposed event;
- Member John Balga advised of the installation of an additional fourteen unit Martin Condo in the next week or so that he has donated and will be installed down at the Colchester site near the other house installed by the town;
- The President indicated that they would like to have the Communities in Bloom Committee come on board and support this first time event;
- Committee members asked to contact the President with any additional vendor contacts or interested parties any member has;
- Doug Sweet will follow-up with an onsite site meeting closer to the event date;
- Martin President will forward Doug an electronic version of the flyer for circulation to our media and communications department for further promotional and multimedia networking;
- Members of the Ontario Martin Society were thanked for their presentation and left the meeting at 6:25 PM; and
- Committee discussion ensued pertaining to commitment to participation.

Moved by Anne Marontate

Seconded by Mary Meloche

(CIB-2018-03-004) That the committee receive the Ontario Martin Society's report as presented and that the committee support the first annual Ontario Martinfest. "Carried"

3. Declarations of Conflict of Interest

- No declarations received.

4. Adoption of Published Agenda

- a) Tuesday, March 27, 2018 Regular Communities in Bloom Meeting Agenda

Moved by Mary Ellen Morton

Seconded by Tim O'Hagan

(CIB-2018-03-005) That, the March 27, 2018 agenda of the regular Communities in Bloom meeting be adopted as presented. "Carried"

5. Adoption of Minutes

- a) Tuesday, January 23, 2018 Regular Communities in Bloom Committee Meeting minutes.

Moved by Brenda Dunn

Seconded by Nicole Hall

(CIB-2018-03-006) That, the January 23, 2018 minutes of the regular Communities in Bloom meeting be adopted as presented. "Carried"

6. Old Business

- a) Gateway Sign CIB Promotional Signage Design and Mock-up

- Doug advised he has talked with the departments involved and we should have a design by the next agenda for review and recommendations.

- b) Colchester Barrel Replacement Update

- Doug advised that Nathan had attended at Wolfhead and provided pricing for their half barrels;
- Anne advised that approximately twenty-four half barrels need replacement in the Colchester area;
- Doug advised that adequate funds are available in the CIB budget for the replacement of the Colchester barrel request and will provide instructions to the Facilities Manager to proceed in purchasing the half barrels; and

- Recommendations from the committee regarding barrel reinforcements measures, additional holes drilled for drainage and potentially purchasing 'tree pot liners' to increase their life expectancy ensued.

c) May Regular Meeting Date

- Due to the regular council meeting in May being moved to the Tuesday following the Victoria Day holiday which would fall on the committee's regular monthly meeting in May, the committee was asked to consider an alternative date as both the Director and Chair would not be able to attend,
- Discussion ensued; and
- May 29 will be the May regular meeting date.

d) Participation in Harrow Fair Sponsorship for Photo Contest

- Discussion was had by the committee regarding sponsoring the photography category in the annual Harrow Fair;
- Support of the category has increased each year since the committee submitted in 2014 according to the information received from the Harrow Fair event coordinator; and
- Sponsorship in the full amount of ninety dollars (\$90) to be submitted with the category feature selection of "Your Favourite Garden".

Moved by Tim O'Hagan

Seconded by Mary Ellen Morton

(CIB-2018-03-007) That Town staff make necessary arrangements for the committee to participate in sponsoring a photography category in the annual Harrow Fair. "Carried"

e) Scott's Miracle Gro – Best Yard Contest

- Doug has received confirmation that the Committee was chosen for six (6) recipients awards in their Best Yard Contest prize category and we should receive the recipient kits in the coming months;

- Committee members discussed potentially awarding the winners at the annual event in September; and
- Item carried forward to next month's agenda for further discussion;

7. New Business

a) Legacy Tree Planting Day Friday April 20, 2018

- Doug advised that confirmation has been received from the participating schools, that all trees and applicable tags have been purchased, that the Communications Department is currently working on updating the 'speech' to be made by the CIB representative on site at each school, the town ambassadors have been scheduled and that due to the timelines, notification and further details will be transmitted to committee members via email prior to the event with respect to times etcetera.

b) Explore the Shore 2018

- Anne reported that her and Deb as well as the Director of Community Service were in attendance at the recent Explore the Shore 2018 meeting;
- Anne advised that the committee brought forward their hope to see the 'South Pole' initiative as presented to the ACT Committee in 2017 move forward.
- Anne advised that the committee inquired on the participation of the CIB Committee in the July event wherein Doug confirmed the participation for this year with future details to be finalized once the summer student starts.

c) Proclamation –Communities in Bloom Week

- Committee discussion was had regarding the week of May 7, 2018 being designated as Communities in Bloom Week and the CIB proclamation as brought forward.

d) Planters on Parkside in McGregor

- Mary Ellen Morton brought forward that the four (4) planters on Parkside in McGregor will need replacement in 2019; and
- Doug advised he will have parks staff access the requirement further.

8. Next Meeting

- The next regular meeting of the committee is scheduled for April 24, 2018.

9. Adjournment

Moved by Mary Meloche

That the meeting be adjourned at 7:04 PM.

Ron Rogers, Chair

Janice Aloisio, Recording Secretary