

**AGENDA**  
**Gardens and Green Spaces Advisory Committee**  
**Tuesday May 3, 2022**  
**Durham Arena, 451 Saddler St W, Durham, ON**

**Accessibility of documents:** Documents are available in alternate formats upon request. Please contact the Clerk's Department at 519-369-2200 or by email at [gscharback@west-grey.com](mailto:gscharback@west-grey.com) to discuss how best we can meet your needs if you require an accessible format or communication support.

- 1. Call to order**
- 2. Declaration of pecuniary interest and general nature thereof**
- 3. Adoption of minutes**

**Recommendation**

That the minutes of April 6 be adopted as circulated.

**4. Business arising from the previous minutes**

- 4.1 Election of vice chair
- 4.2 Confirmation of order for flats of flowers
- 4.3 Examination of proposed Yearly Beautification Plan
- 4.4 Information concerning Volunteer Registry
- 4.5 Proposed inventory of supplies used by Gardens and Green Spaces in West Grey
- 4.6 Proposed Community Gardens in Ayton behind arena
- 4.7 Discrepancy concerning the number of members on this committee as stated in the new members package

**5. New Business**

- 5.1 Proposed plans for flower beds and planters, particularly the Gateway Gardens by the arena, the planters at McGowan Falls and the proposed reclaimed flowers beds (10) in Durham
- 5.2 Number of proposed bridge baskets for this year along the time, date and place to be planted
- 5.3 Launch of Spring Banner program and the additional holders required

**6. Next Meeting**

**7. Adjournment**

**Recommendation**

That we hereby adjourn at \_\_\_\_\_ p.m. To meet again on \_\_\_\_\_ at 7:00 p.m.

**DRAFT Minutes**  
**Garden and Green Spaces Advisory Committee**  
**Wednesday, April 6 2022**  
**Zoom Meeting**

**Members Present** Scott Foerster  
Mary Lou Pfeffer  
Elizabeth MacKenzie  
Julie Wilson  
Lauren Smolen  
Becky Weltz  
Connie MacEwan  
Doug Hutchinson (Councillor)  
Geoffrey Shea (Councillor)

**Regrets** Angela Stanley  
Courtney Hunter

**1. Call to Order**

Chair Scott Foerster called the meeting to order at 7:09 p.m.

**2. Declaration of pecuniary interest and general nature thereof: None**

**3. Adoption of Minutes**

**Resolution:** 06 – 2022

**Moved:** Elizabeth MacKenzie

**Seconded:** Mary Lou Pfeffer

That the minutes of the February 17, 2022 meeting be adopted as circulated.

**Disposition:** Carried

**4. Delegation**

A delegation from the Durham Horticultural Society addressed the committee concerning the “Year of the Garden” as shared with West Grey Council. Anne Hagedorn spoke about the following:

- 2022 is the Year of the Garden to promote participation in gardening
- the Week of the Garden is June 13 – 21
- the Day of the Garden is June 18
- Horticultural Society is making improvements at the Memorial Garden that day and planting some annuals
- Holding a tree draw for residents here for less than 3 years

- Hope to make improvements at the Durham Community Gardens with the purchase of a water cube, necessary garden tools and perhaps a possible expansion there
  - Anne will send information about creating community gardens to Mary Lou
  - Anne suggested that a professional would be best to offer ideas about upgrading flower beds as to best flowers to plant because of light and soil conditions and other considerations such as care and maintenance

## 5. Business Arising from the Minutes

1. The election of a vice chair is deferred to another meeting.
2. A question concerning the cost of lights in the review of the Christmas Decorations outline will be followed up with staff for the next meeting.
3. No confirmation regarding the order of the flats of flowers for planters and bridge baskets was received at this time.
4. The beautification yearly plan has not been examined by all members. This proposed yearly plan will be shared with West Grey's CAO given the potential impact on staff workloads.
5. Scott shared a few of the proposed volunteer registration requirements:
  - wear a reflective vest
  - fill out a registration form for insurance purposes
  - passing a police check will be required. Some members questioned the need for this requirement. Councillor Hutchinson will follow up with the CAO.

The following recommendation was made to allow volunteers to begin preliminary work before council establishes the Volunteer Registry:

That council supports the request from the Gardens and Green Spaces Advisory Committee to enable volunteers assess and prioritize gardens and create improvement plans for discussion with the Chief Administrative Officer.

**Moved:** Elizabeth Mackenzie, **Seconded:** Lauren Smolen, **Disposition:** Carried

## 6. New Business

- 6.1 Inventory was deferred until another meeting as input from the CAO is requested.
- 6.2 The discussion concerning bows (saving yearly) and greenery be deferred to another meeting.

### 6.3 Community Gardens in Ayton

That council requests staff report back on the recommendation from Gardens and Green Spaces Advisory Committee to expand the community gardens program to include several raised beds behind the arena in Ayton.

**Moved:** Mary Lou Pfeffer, **Seconded:** Julie Wilson, **Disposition:** Carried

**6.4** The new member package was received by all. Councillor Hutchinson will check on a discrepancy concerning the numbers of members allowed on this committee.

**6.5** Chair Scott Foerster explained the policy for attendance and that he will contact any member who has missed three meetings in a row for clarification of any special circumstances or a wish to resign.

## **7. Next Meeting**

The next meeting is scheduled for April 27 at 7:00 p.m. in the Vicker's Park gazebo in Durham. Future meetings will be scheduled for the third Wednesday of the month.

## **8. Adjournment**

That we hereby adjourn at 8:50 p.m. to meet again on April 27 at 7:00 p.m. or at the call of the chair.

**Moved:** Julie Wilson, **Seconded:** Lauren Smolen, **Disposition:** Carried