



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

Thursday, January 5th, 2017
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:13am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Mark Ridout,

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Councillor Pat Dunn, Bruce Kitching, Ryan Smith

Absent: Jim Garbutt

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2017-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Mark Ridout

Resolved: That the minutes of the December 1st, 2016 meeting be approved. **Carried BC2017-02**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 #1 KENT PARKETTE – SNOW REMOVAL

A complaint was received from a downtown visitor, via a store owner about the absence of snow removal from the #1 Kent Parkette area. Pedestrians who cut the corner are finding it difficult to navigate through. The committee agreed that they will follow the City's policy of not clearing parks of snow in the winter.

5.3 ENTRANCE SIGNS & WELCOME SIGN GRANT

The sign project was approved for Legacy C.H.E.S.T. funding. Plans for refurbishing the four entrance signs will be made, and the #1 Kent Parkette welcome sign will be discussed at February's meeting.

5.4 ASHTRAYS

Will be ordered for testing, 1 per block, for a total of 11.

5.5 CHRISTMAS TREE

The Christmas tree will be removed as soon as feasible for Parks and Public Works, the lights will be off in the meantime. Decorations for next Christmas were discussed, and some may be purchased early with after-holiday sales.

5.6 WEEDING

Will be discussed further at the February meeting.

5.7 FLOWER RFP

In progress. Wording will be adjusted to indicate that proposals may quote on all or a portion of the RFP, and then sent out upon completion.

5.8 SNOW REMOVAL

Snow bank removal will be monitored. Concerns with timeliness of the removal of the back lots was mentioned, and will be placed on the next Parking Committee agenda, as it is a by-law enforcement responsibility.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, February 2nd, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the January 5th, meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2017-03



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

Thursday, January 5th, 2017
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:02am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Councillor Pat Dunn, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Ryan Smith, Mark Ridout, Jim Garbutt

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2017-04

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn **Seconded By:** Charlie McDonald

Resolved: That the minutes of the December 1st, 2016 meeting be approved. **Carried BC2017-05**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 ENTRANCE SIGNS & WELCOME SIGN

Legacy C.H.E.S.T. funding in the amount of \$9898.80 was received for the refurbishment of the 4 entrance signs and the design and construction of the #1 Kent Parkette Welcome Sign was successfully awarded.

Barb Trent at Klerevue Signs will be contacted to schedule work on the entrance signs, weather permitting, with some of the work to be completed in her workshop.

Discussion of the Welcome Sign was conducted with the committee recommending neutral colours, such as black and gold, to mimic the entrance signs. Steve Podolsky and Melissa McFarland will meet with Darcy Ball at AutoTrim to discuss options.

5.2 ASHTRAYS

Ashtrays are being purchased for testing on each block and will be installed on lamp standards in the spring.

5.4 WEEDING

No update.

5.5 FLOWER RFP

RFP has been sent out for tender with a deadline of February 17th, and applications will be reviewed at the next meeting.

5.6 OTHER ITEMS

Steve Podolsky researched Canada Flags. Hardware on the flagpoles will be assessed, and the banners will be installed from June – September.

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That approximately 75 Canada flags will be purchased at a cost of \$15.57 apiece.

Carried BC2017-06

Concerns were submitted about the snow removal in the #1 Kent Parkette. Following the guidelines by City of Kawartha Lakes Parks, snow will not be removed in winter, but the sidewalks both on Kent Street and Lindsay Street south will be maintained.

Discussion was held regarding the garbage bin liners, which are in need of replacement. The cost of hard plastic liners will be investigated.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, March 2nd, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the February 2nd, 2017 meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2017-07



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, March 2nd, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:03am

In Attendance: Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: Ryan Smith (8:29am)

Early Departures: None

Guests: None

Regrets: Councillor Pat Dunn, Charlie McDonald

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2017-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the minutes of the February 2nd meeting be approved.

Carried BC2017-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 ENTRANCE SIGNS

The Legacy C.H.E.S.T. Fund grant for the refurbishment of the entrance signs, as well as the creation and installation of a new Welcome Sign was received. Barb Trent at Klerevue Signs & Design has been contacted about the refurbishments, which will be completed in her workshop. She plans to wait until slightly warmer weather to prevent the wood from expanding and contracting from temperature changes. Discussion was held regarding the best options for visibility.

Steve Podolsky and Melissa McFarland had a meeting with Darcy Ball at AutoTrim regarding the design of the entrance sign. A mock-up was presented and discussed. Changes will be taken back to him for a second rendering.

5.2 FLAGS

Steve Podolsky sourced 27" x 54" flags from Home Hardware and was given a price of \$15.57 per flag versus \$25.99 from Flags Unlimited. Flags will be placed 1 per post, facing east in one direction and west in the other, and doubled up at intersections. The committee agreed that the flags should be up by May 22nd for the Victoria Day weekend. Steve Podolsky will do inventory of brackets and existing flags which can be used as backup.

5.3 SNOW REMOVAL

Bruce Kitching confirmed that Public Works is responsible for street clearing and by-law handles the clearing of the lots. Challenges affecting this year were discussed, including available places for the contractors to take the snow when it is cleared away, and different options are being considered for next year.

5.4 WEEDING

No update.

5.5 GARBAGE BIN LINERS

Better liners are being sourced, that will be sturdier for removal, and will prevent garbage from falling outside of the liners. Steve Podolsky along with Scott Wood will source options from Home Hardware which may be more cost efficient than street furniture companies. Ryan Smith suggested heavy duty Rubbermaid containers with one handle shaved off for a better fit, and to elevate them if not quite tall enough. Steve will discuss logistics with Warren Beaton at Miller Waste.

5.6 OTHER ITEMS

The RFP for 2017 flowers have been awarded to Hill's Florist for hanging baskets and summer urns, and to The Kent Florist for winter urns. Discussion about best options for future containers was held. Steve Podolsky will discuss options for replacement trees with Roger Hill. Ginkgos and Honey Locusts were recommended by Ryan Smith.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, April 6th, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the March 2nd, 2017 meeting of the Beautification Committee adjourn at 9:12am.

Carried BC2017-10



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, April 6th, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-04

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt, Mark Ridout, Councillor Pat Dunn, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Pat Dunn

Guests: None

Regrets: None

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2017-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout **Seconded By:** Charlie McDonald

Resolved: That the minutes of the March 2nd meeting be approved.

Carried BC2017-12

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 COMMUNITY PARTNERSHIP & DEVELOPMENT FUND (BEAUTIFICATION MATCHING FUNDS)

Letter received from the City of Kawartha Lakes Parks, Recreation and Culture Division, confirming receipt of funds for 2017 in the amount of \$35,000.

5.0 OTHER OR NEW BUSINESS

5.1 FLAGS

The intended size of 27" x 54" were too small for the existing flag poles, however the 36" x 72" are actually less expensive. 90 flags were ordered and taken to the shoe repair shop to add the extra grommet. The intention is to have the flags installed by Public Works in early June.

5.2 PET WASTE BAG DISPENSERS

Suggestion for pet waste bag dispensers was brought forward by the Advocacy Committee. Steve will look into pricing and the Committee agreed that 3 test locations will be identified. As this has the potential to be a positive news item, a press release will be issued at the time of installation.

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That 3 pet waste dispensers and bags be purchased and installed.

Carried BC2017-13

5.3 WEEDING

No update.

5.4 GARBAGE BIN LINERS

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That 32 gallon heavy duty bins be purchased at a cost of \$32 apiece for each garbage receptacle in the BIA.

Carried BC2017-14

5.5 ASHTRAYS

12 ashtrays have been purchased and will be installed on the lamp standards by Public Works, using a banding bracket. Mark Ridout suggested decals for more visibility and branding. A press release was suggested and may be done in conjunction with the pet waste bag dispensers.

5.6 HANGING BASKET BRACKETS

Steve Podolsky and Charlie McDonald visited Steve Walsh regarding the reinforcement of the brackets. Updates will be given after his inspection.

5.7 REPLACEMENT TREES

Some of the trees are under warranty with Hill's Florist. Roger Hill recommended Richardson's Farms, and will cover the cost of warrantied trees, the BIA will cover the balance. Water sleeves for the new trees will be investigated.

5.8 OTHER ITEMS

Garbage in the former Irish House lot is building up. Steve will ask Scott Wood to do a sweep on the next nice morning.

Urns should be available for purchase in Brampton next week. An inventory of needed urns will be done.

The eavestrough located on John Forsythe's building adjacent to #1 Kent Parkette will be relocated this spring.

5.0 REPORTS

None

6.0 NEXT MEETING

Thursday, May 4th, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the April 6th, 2017 meeting of the Beautification Committee adjourn at 8:55am.

Carried BC2017-15



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, May 4, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-05

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt,
Councillor Pat Dunn, Bruce Kitching

Recording Secretary: Melissa McFarland and Tana Torch

Late Arrivals: Ryan Smith – 8:06 a.m.

Early Departures: None

Guests: None

Regrets: None

Absent: Mark Ridout

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Councillor Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2017-16

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Councillor Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the minutes of the April 6th, 2017 meeting be approved.

Carried BC2017-17

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 FLAGS

The flags have now been ordered, received and sent to the shoe repair shop to add the extra grommet, which has now been completed. The flags will be installed on flag poles by Public Works after June 1st, 2017.

5.2 PET WASTE BAG DISPENSERS

No Update

5.3 WEEDING

Preventative weeding around lamp standards and curbs using pesticides cannot be complete, due to the cosmetic pesticide ban. High contrast vinegar can only be sprayed on weeds on hot sunny days, which in turn will only wilt the weeds and not effectively kill the root. Propane torch weed burners can also remove surface level weeds and can be purchased from Rittenhouse. However, the most effective long lasting solution is manually pulling weeds around lamp standards and curbs, while the soil is moist.

5.4 GARBAGE BIN LINERS

Two (2) 32 gallon garbage bins have been ordered from U-line, to see if they properly fit into the garbage receptacle in the Parkette.

5.5 ASHTRAYS

12 ashtrays have been purchased and delivered to Joe Cayley from Public Works. The 12 sites have been selected and will be placed shortly. If the selected spots for the ashtrays prove to be inadequate, they will be moved on a need be basis.

A press release has been suggested to inform all members.

5.6 HANGING BASKET BRACKETS

Charlie McDonald and Steve Podolsky spoke with Steve Walsh about the hanging basket brackets. Steve Walsh will inspect all of the brackets and/or fix or weld them where needed.

Suggestion for standardized hardware.

5.7 REPLACEMENT TREES

Some of the trees are under warranty with Hill's Florist. Paul Richardson of Pine Needle Farms met with Steve Podolsky to go around and suggest other species of trees where needed.

Gator bags have been suggested to put on the new trees for self-watering, as well as on the honey locust on #1 Kent.

5.8 WATERING CANS

Sandra Falconer suggested a watering can (milk jug) with BIA labeled carabiners attached to each can, for an easy use watering solution for summer months.

Moved By: Councillor Pat Dunn

Seconded By: Sandra Falconer

Resolved: 150 milk jugs at \$1.00 will be ordered from Friendly Dollar and Discount and waterproof stickers will be ordered and placed on milk jugs.

Carried BC2017-18

5.9 OTHER ITEMS

Lindsay entrance signs are being refurbished.

New welcome sign is in progress.

Charlie McDonald met with John Forsyth and had him sign a letter regarding the change in position of the downspout on his building. A contractor will be completing the work.

Discussion was held on Scott's duties and schedule, and garbage and recycle pick up in the parkette.

6.0 NEXT MEETING

Thursday, June 1st, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Councillor Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the May 4, 2017 meeting of the Beautification Committee adjourn at 8:43am.

Carried BC2017-19



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

Thursday, June 1st, 2017
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:05am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt,
Councillor Pat Dunn, Ryan Smith

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Mark Ridout and Bruce Kitching

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried BC2017-20

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the minutes of the May 4th, 2017 meeting be approved.

Carried BC2017-21

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 PET WASTE BAG DISPENSERS

Discussion was held and Ryan Smith commented that the city purchases pet waste bags from Practica Ltd, however they are expensive and require multiple purchases a year.

5.2 WEEDING

Tana Torch donated a weed torch to the BIA. Scott Wood purchased the propane tank to use with the weed torch and will be testing the torch around curbs and lamp standards.

Discussion was held about using chemical pesticides to remove weeds. Ryan Smith mentioned that there is a cosmetic pesticide ban which will not allow us to spray chemical pesticides. A recommendation to have Scott Wood's team remove weeds by hand, and then have Bob Howe mulch the tree beds once the weeds have been removed.

5.3 ASHTRAYS

All twelve (12) ashtray canisters are up and being used. A BIA logo has been placed on one of the ashtray canisters which draws more attention to the ashtray. Tana Torch will place a BIA logo on the remainder of the ashtray canisters.

A press release will be drafted and placed in the upcoming BIA Newsletter, newspaper and on social media outlets addressing the new ashtrays that have been placed from Lindsay Street to Victoria Avenue, with an additional ashtray on William Street in front of the bus stop.

If the ashtrays are being used effectively, it will be recommended that more are purchased for the downtown.

5.4 HANGING BASKET BRACKETS

Steve Walsh has fixed and/or replaced the brackets for the hanging baskets. The hanging baskets should be placed next week.

5.5 REPLACEMENT TREES

Steve Podolsky had a meeting with Paul Richardson from Pine Needle Farms.

There are currently eight (8) dead trees and four (4) deteriorating trees that will need to be replaced. Paul suggested to replace the dead trees with Ginkgo Trees and to also remove and replace the soil before planting the new trees.

Each tree is \$800.00 +HST with a one (1) year warranty. Currently there are two (2) trees that are under warranty through Roger Hill.

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: Eight (8) Ginkgo Trees will be purchased at \$800.00+HST, two (2) of the trees will be warrantied through Roger Hill at his cost.

Carried BC2017-22

5.6 WATERING CANS

Watering cans are in and now labeled with the BIA Logo. They will go out next week with the BIA Newsletter.

5.7 FLOWERS

Flowers have been planted in all urns.

5.8 BENCHES

Steve Podolsky met with Bruce Kitching and they completed a walk through for bench placement. They will be going out shortly.

Discussion was held about the timing of bench placement. It has been recommend that a placement date of May 1 would be favourable.

5.9 FLAGS

All flags will be going up June 12. They will be placed in parks, on the bridge and doubled up on intersections, in preparation for Canada's 150th.

5.10 OTHER ITEMS

Twenty Six (26) new garbage liners have been purchased from U-Line. Scott Wood replaced all broken garbage bins with the new larger bins. Since the bins have been replaced, there has been less garbage and spillage around the bins.

Discussion was held about hiring someone to power wash the sidewalks.

6.0 NEXT MEETING

Thursday, July 6st, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the May 4, 2017 meeting of the Beautification Committee adjourn at 8:36am.

Carried BC2017-23



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

Thursday, July 20th, 2017
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Bruce Kitching and Mark Ridout

Recording Secretary: Tana Torch

Late Arrivals: Ryan Smith (8:02am)

Early Departures: None

Guests: None

Regrets: Jim Garbutt and Councillor Pat Dunn

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2017-24

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Mark Ridout

Resolved: That the minutes of the June 1st, 2017 meeting be approved.

Carried BC2017-25

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 WEEDING & REPLACEMENT TREES

Weeding has been taking place throughout the Downtown. Vinegar spray, regular weed whacking and pulling weeds have started to make a difference.

Paul Richardson of Pine Needle Farms will plant our replacement trees mid-August/September, once the weather is cooler. Pine Needle Farms will also be mulching the tree beds

5.3 ASHTRAYS

Steve Podolsky will get an update in August about the total usage of the cigarette disposal units. If the units are being utilized, it would be recommended that we order more.

5.4 BENCHES

All of the benches have gone out, except for the benches that would be located in front of Ziggy's Fish and Chips and the Buy and Sell Shop. The benches for those locations have broken legs, and will need to be replaced.

5.6 OTHER ITEMS

Discussion held regarding request for a garbage can to be placed at #1 Kent Street. Scott Wood will be asked to deliver a single garbage canister to be placed at #1 Kent Street.

Sign for #1 Kent Street is ready for installation. Auto Trim to install sign once permit is complete and Roger Hill will be contacted for landscaping and placement of low maintenance plants. I.e: Hostas, Flowers, Black Eyed Susan's.

Downtown Revitalization (CKL) would like to add additional signage to the historical sign. Rendering of sign is to be sent to Debra Soule for ideas.

Barb Trent has been restoring three (3) of the four (4) Lindsay signs.

There has been a lot of positive feedback about how well the Downtown Core is looking.

Flower basket brackets should be checked every two (2) years for safety.

There has been many requests from businesses without flower urns, requesting for them. Tana Torch is to source out various suppliers of Urns for next meeting.

6.0 NEXT MEETING

Thursday, August 3rd, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the July 20th, 2017 meeting of the Beautification Committee adjourn at 8:20am

Carried BC2017-26



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, August 3rd, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:03am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Bruce Kitching and Mark Ridout, Jim Garbutt

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: Bob Minhas (8:15)

Regrets: Councillor Pat Dunn

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2017-27

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the minutes of the July 20th, 2017 meeting be approved.

Carried BC2017-28

3.0 DEPUTATIONS

Façade Design Guidelines

Bob Minhas from City of Kawartha Lakes, Economic Development Department presented the Façade Design Guidelines. There will be a marketing piece designed by Economic Development to simplify the Façade Design Guidelines that will be sent out to the Downtown membership.

The Façade Design Guidelines is not yet approved by City of Kawartha Lakes,

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 WEEDING

Weeding has started on the Downtown side streets. More weeding will take place in conjunction with the tree replacement that will be taking place late August/early September.

5.2 ASHTRAYS

There was an advertisement put out in Kawartha Lakes this Week explaining the Cigarette Disposal units that were put up in the Downtown core.

Charlie McDonald has recommended to purchase twelve (12) more units to further the cleanliness of the Downtown.

5.3 REPLACEMENT TREES

Tree replacement will take place late August/early September. Paul Richardson will also be replacing the soil and mulching around the new trees.

5.4 BENCHES

Replacement legs need to be purchased for two (2) benches.

5.5 SIGNAGE

The sign for #1 Kent Street is complete. The sign application is not complete and a variance may need to be completed before the sign is able to be installed.

The City of Kawartha Lakes –Economic Development Department would like to add a Heritage Conservation District sign underneath the sign.

5.6 URNS

No update.

5.7 OTHER ITEMS

The flowers in the planters are starting to turn brown.

Set up meeting with Roger Hill to attend next Beautification meeting to go over the flowers that are planted in the urns and questions that anyone may have.

There is a lead on a Christmas tree on Angeline/Mary Street. Charlie McDonald to follow up.

Discussion on unsafe hydro pole located in the Rexall parking lot.

6.0 NEXT MEETING

Thursday, September 7th, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the August 3rd, 2017 meeting of the Beautification Committee adjourn at 8:42am

Carried BC2017-29



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, September 3rd, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Pat Dunn, Bruce Kitching and Mark Ridout.

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Ryan Smith

Absent: Sandra Falconer and Jim Garbutt

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2017-29

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout **Seconded By:** Pat Dunn

Resolved: That the minutes of the August 3rd, 2017 meeting be approved.

Carried BC2017-30

3.0 DEPUTATIONS

Roger Hill – Hills Florist

Roger Hill was unable to attend meeting.

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 FLOWER URNS & HANGERS

Flowers urns have too much dirt in them which is causing water spillage and affecting the amount of water the flowers are receiving. A note will be made to inform Hills Florist about using less soil in the future.

5.2 WEEDING

An independent landscape company will be outsourced for the 2018 year. A tender will be made available.

5.3 ASHTRAYS

Twelve (12) more ashtrays have been ordered. There are currently eleven (11) ashtrays up in the Downtown Core. The Ashtray in front of Pizza Pizza was removed and severely damaged. An email to the membership will go out asking if anyone is interested in having an ashtray in front of their store. It will be on a first come first serve basis. There will be three (3) ashtrays that will remain at the BIA office as spares.

5.4 REPLACEMENT TREES

Paul Richardson will be replacing the dead trees in the middle to end of September. There are four (4) more trees that are starting to deteriorate. All of the new trees have a one (1) year warranty. Additional Gator Bags will need to be purchased.

Moved By: Charlie McDonald

Seconded by: Mark Ridout

Resolved: Four (4) additional Ginkgo Trees will be purchased at \$800.00+HST, and will be planted by Pine Needle Farms.

Carried BC2017-31

5.5 SIGNAGE

Discussion was held in regards to the new sign that needs to be put up on #1 Kent Street. A variance was requested and denied. A suggestion to go in front of the Minor Variance Committee has been suggested.

5.6 OTHER ITEMS

Discussion was held in reference to the bus terminal that is moving. There are a few planters that will need to be moved to make room for the accessible busses.

6.0 NEXT MEETING

Thursday, October 5th, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the September 7th, 2017 meeting of the Beautification Committee adjourn at 8:28am

Carried BC2017-32



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, October 5th, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Pat Dunn, and Mark Ridout.

Recording Secretary: Tana Torch

Late Arrivals: Jim Garbutt (8:08am) and Sandra Falconer (8:09am)

Early Departures: Councillor Pat Dunn (8:09)

Guests: Roger Hill

Regrets: Ryan Smith and Bruce Kitching

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2017-32

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the minutes of the September 7, 2017 meeting be approved.

Carried BC2017-33

3.0 DEPUTATIONS

3.01 Roger Hill – Hill's Florist & Greenhouses

Discussion held regarding the planters for the 2017 summer season. Powdery mildew of the summer flowers and overgrowth of the Dracaena in the middle of the urns along with cold/raining weather conditions caused for one of the poorest growing seasons.

Bright coloured flowers do much better than white flowers.

A greater contingency plan will be established for the urns and Roger Hill is to be contacted if the urns are not growing properly.

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

When the RFP for next year's flowers get sent out, it will include plants to replace early summer flowers with late summer/fall flowers for continued growth.

5.1 WINTER GREENERY

Winter greenery will be put in urns by Kent Florist after November 11, 2017.

5.2 ASHTRAYS

Joe Kaley will be contacted to install the remainder of Ashtray Canisters. Tana Torch will send out an email asking membership if they wish to have one located in front of their business on a first come basis.

5.3 REPLACEMENT TREES

Paul Richardson has postponed replacing trees until late October. Steve Podolsky will speak with Paul Richardson to see if it is better to wait until spring to plant replacement trees.

5.4 SIGNAGE

#1 Kent Street Sign permit has now been approved. The top of the sign (colourful logo) needed to be removed to conform to the requirements of square footage allowable. A minor variance was then approved. The sign is now able to be installed.

Shrubs and ground cover will be added in the spring.

5.5 REFURBISHMENT OF PANELS

Steve Podolsky will have Barb refurbish our "statement" signs to go with our newly refurbished Lindsay Welcome Signs.

5.6 CHRISTMAS TREE

Potash Creek Farms as well as two (2) local individuals have offered to donate Christmas Trees. Steve Podolsky and Charlie McDonald will go and look at the trees.

5.7 OTHER ITEMS

There was a tree on William Street South that was removed and bricked over (near Wally's Haircutting for Men). Steve Podolsky to contact Parks and Rec to uncover bricked over area to replace tree.

Discussion held regarding trees on William Street North.

6.0 NEXT MEETING

Thursday, November 2, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the September 7th, 2017 meeting of the Beautification Committee adjourn at 9:00am

Carried BC2017-34



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, November 2nd, 2017
8:00am**

**Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2017-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:02am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Pat Dunn, Ryan Smith and Sandra Falconer

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Bruce Kitching and Mark Ridout

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2017-35

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By:

Seconded By:

Resolved: That the minutes of the October 5th, 2017 meeting be approved.

Carried BC2017-36

3.0 DEPUTATIONS

NONE

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 WINTER GREENERY

Ann Scarlett owner of Kent Florist will be filling the urns with winter greenery on Sunday, October 12, 2017.

5.2 REPLACEMENT TREES

Paul Richardson of Pine Needle Farms has run into a few health issues which is causing a delay on the replacement trees. The replacement trees will be planted as soon as possible.

5.3 SIGNAGE

The sign for #1 Kent has been installed by Auto Trim. Come spring underneath the sign will be landscaped.

Three (3) of the four (4) Lindsay signs have been completed and reinstalled. The remaining sign on Queen and HWY 36 will be completed shortly.

5.4 REFURBISHMENT OF PANELS

Steve Podolsky and Tana Torch met with Barb Trent to discuss refurbishment of sign panels. Many of the sign panels are scratched, bent or have incorrect dates.

5.5 CHRISTMAS TREE

Potash Creek Farms has donated a Christmas Tree. Steve Podolsky will be picking up the tree on November 14th.

Tana Torch to follow up with Potash Creek Farms to confirm details.

5.6 OTHER ITEMS

I.E. Weldon will be building boxes to look like presents to cover the cement planters, that hold down the Christmas Tree stand. I.E Weldon will be donating their time to this project.

Steve Podolsky has submitted the CFDC application for funding to match the 2018 Budget for Beautification.

Scott and Stacey Wood are in the process of checking all of the lights for the wreaths that will put up following the conclusion of Remembrance Day.

6.0 NEXT MEETING

Thursday, December 7th, 2017

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the November 2nd, 2017 meeting of the Beautification Committee adjourn at 8:13am

Carried BC2017-37