



The Corporation of the City of Stratford  
Community Services Sub-committee  
Open Session  
AGENDA

**Date:** Thursday, July 11, 2024  
**Time:** 4:30 P.M.  
**Location:** Council Chamber, City Hall  
**Sub-committee Present:** Councillor Beatty - Chair Presiding, Councillor Henderson - Vice Chair, Councillor Briscoe, Councillor Sebben, Councillor Wordofa  
**Staff Present:** Tim Wolfe - Director of Community Services, Danielle Clayton - Recording Secretary, Miranda Franken - Council Clerk Secretary

To watch the Sub-committee meeting live, please click the following link:

<https://video.isilive.ca/stratford/live.html>

A video recording of the meeting will also be available through a link on the City's website

<https://calendar.stratford.ca/meetings> following the meeting.

Pages

**1. Call to Order**

The Chair to call the Meeting to Order.

Land Acknowledgment

Moment of Silent Reflection

Respectful Workplace Policy Statement

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by

the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

**3. Delegations**

**3.1 Request for Delegation by the Friends of the Shakespearean Gardens**

Reg White, Chair of the Friends of the Shakespearean Gardens will be speaking to Sub-committee to provide information about the group and their activities.

**Motion by**

**THAT Reg White, Chair of the Friends of the Shakespearean Gardens, be heard.**

**4. Department Update**

3 - 8

The Director/Manager to provide an update on department activities and ongoing projects.

**5. Advisory Committee/Outside Board Minutes**

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The following Advisory Committee Minutes are provided for the information of Sub-committee:

- Communities in Bloom Advisory Committee of March 7, 2024
- Communities in Bloom Advisory Committee of April 4, 2024
- Communities in Bloom Advisory Committee of May 9, 2024

**6. Next Sub-committee Meeting**

The next Community Services Sub-committee meeting is September 12, 2024 at 4:30 p.m. in the Council Chamber, City Hall.

**7. Adjournment**

Meeting Start Time:

Meeting End Time:

**Motion by**

**Sub-committee Decision: THAT the Community Services Sub-committee meeting adjourn.**

Community Services Department Update  
**APRIL 2024**

## PARKS

- Swans released on March 31
- Continue street tree pruning
- Seasonal staff to start end of April

## PARKS CAPITAL

- Nothing to report at this time

## CEMETERY

- Staff continue with:
  - Customer sales and service
  - Casket and cremation interments

## CEMETERY CAPITAL

- Nothing to report at this time

## TRANSIT

Weekly Ridership:

2024 Monday-Friday	Ridership	Saturday ODT	2023 Monday-Friday	Ridership	Saturday ODT
March 17-22	10,174	253	March 19-24	12,299	205
March 24-29	8,856	258	March 26-31	12,343	229
March 31-April 5	10,179	269	April 2-7	10,268	235
April 7-12	10,329	241	April 9-14	11,371	234
April 14-19	11,068	257	April 16-21	12,174	217
PC Connect					
March 2024	1829		March 2023	1470	

## TRANSIT CAPITAL

- Accessible shelters (Completed)
- Magnuscards Mobile App (Completed)

## PARALLEL TRANSIT

### Weekly Ridership:

Weekly 2024	Ridership	Weekly 2023	Ridership
March 17-23	422	March 19-25	366

March 24-30	331	March 26-April 1	381
March 31-April 6	397	April 2-8	374
April 7-13	377	April 9-15	363
April 14-20	391	April 16-22	366

Table 1 Parallel Transit Ridership Numbers

## RECREATION PROGRAMMING

- Indoor Events – Staff are currently working with roughly 20 groups/organizations on logistics for upcoming indoor events
- Outdoor Events – Staff are currently working through 31 Outdoor Special Event Applications for the upcoming spring/summer season
- Canada Day parade float registration will open the beginning of May
- Market Square Music concert series will occur on Friday evenings at 630pm with the rain date being Saturdays at 1030am. The series will begin May 24 and continue through until June 28. Two highlights with the concert series are Dayna Manning will be doing a sing-along on June 15 and an Indigenous Artist, Christin Dennis, will be performing on National Indigenous Peoples Day, June 21.
- Registration continues for summer programming for day camps and swim lessons
- Sport leagues and tournaments at the Agriplex are coming to a completion for the 2023-24 indoor season
- Senior Lakeside Active Adults Association continues to expand with over 700 members. The association is currently shifting their focus to their summer programming schedule

## FACILITIES

- The ice surface at the Dufferin Lions Arena was removed on April 6<sup>th</sup> following the completion of the ice season. Recreation Facility Operator staff are now performing the end of season maintenance at the Dufferin Lions Arena. On April 18<sup>th</sup> staff will transition to the Packham Sports Complex for the spring and summer months.
- The Packham Sports Complex baseball diamonds are scheduled to open for the season on May 6<sup>th</sup>.
- The Rink B ice surface at the Rotary Complex was removed on March 28<sup>th</sup> in advance of the Canadian Dairy XPO event. The Rink B ice surface will be re-installed in late September following the Stratford Fall Fair event. The Rink A ice surface will remain in for the spring and summer months.
- The ice surface at the William Allman Memorial Arena will be removed starting on May 9<sup>th</sup> following the completion of the ice season at the facility.
- The SERC Basketball Court was opened for the season on April 5<sup>th</sup>.
- The SERC Tennis/Pickleball Courts, and Shakespeare Park Tennis/Pickleball Courts were opened for the season on April 9<sup>th</sup>. The construction project at the Milton Park Tennis/Pickleball Courts is scheduled to be completed in mid-May. Those courts will be re-opened following the completion of the project.

- The seasonal washrooms at Upper Queens Park, William Allman Memorial Arena (exterior), North Shore, and SERC are scheduled to open for the season on April 26<sup>th</sup>. The washrooms will be open daily from 9 am to 9 pm, with the exception of the SERC washroom. The SERC washroom will be closed during the daytime on Monday to Friday until the school year is finished to avoid damage and vandalism to the facility.

## FACILITIES CAPITAL

- The replacement of the Cooling Tower at the Dufferin Lions Arena was awarded to Cimco Refrigeration in the amount of \$124,422.25

Community Services Department Update  
**MAY & JUNE 2024**

## PARKS

- Annual planting of flowers is underway
- Street tree planting has begun
- Stump removals have begun
- Hogweed control in TJ Dolan Natural Area is complete

## PARKS CAPITAL

- Henderson Play Equipment was chosen as the successful bidder to supply the playground equipment for Milton St. Park. Installation to take place in September.

## CEMETERY

- Monument restoration took place June 10 - 21
- Staff continue with:
  - Customer sales and service
  - Casket and cremation interments

## CEMETERY CAPITAL

- Nothing to report at this time

## TRANSIT

### Weekly Ridership:

2024 Mon - Friday	Ridership	Saturday ODT	2023 Mon - Fri	Ridership	Saturday ODT
May 26-31	9,888	228	May 28-June 2	11,694	208
June 2-7	10,021	208	June 4-9	11,194	242
June 9-14	10,096	180	June 11-16	11,273	218
<b>PC Connect</b>					
May 2024	2134		May 2023	1464	

*Table Transit Ridership Numbers*

### Weekly Ridership:

2024 Monday-Friday	Ridership	Saturday ODT	2023 Monday-Friday	Ridership	Saturday ODT
April 21-26	10,431	194	April 23-28	12,433	244
April 28-May 3	11,111	260	April 30-May 5	12,132	231
May 5-10	9,964	237	May 7-12	12,375	216
May 12-17	10,371	238	May 14-19	11,476	208
May 19-24**	8,306	217	May 21-26**	9,728	215
**Holiday Monday					
<b>PC Connect</b>					
April 2024	1914		April 2023	1291	

*Table Transit Ridership Numbers*

## TRANSIT CAPITAL

- Approved Projects for 2024 (ICIP) Include:
- Bus wash replacement (RFP scheduled for Spring 2024)
- Bus Storage/Facility Upgrades (Project started)
- 40 ft. Hybrid Electric/Diesel Conventional Buses (2) (Production start date of Spring 2024)

## PARALLEL TRANSIT

### Weekly Ridership:

<b>Weekly 2024</b>	<b>Ridership</b>	<b>Weekly 2023</b>	<b>Ridership</b>
April 21-26	399	April 23-28	366
April 28-May 3	380	April 30-May 5	362
May 5-10	398	May 7-12	370
May 12-17	412	May 14-19	355
May 19-24** Holiday Monday	325	May 21-26**	295
Pre-Pandemic ridership was typically 400 per week.			

*Table Parallel Transit Ridership Numbers*

### Weekly Ridership:

<b>Weekly 2024</b>	<b>Ridership</b>	<b>Weekly 2023</b>	<b>Ridership</b>
May 26-31	386	May 28-June 2	362
June 2-7	371	June 4-9	344
June 9-14	401	June 11-16	372

*Table Parallel Transit Ridership Numbers*

Pre-Pandemic ridership was typically 400 per week.

## PROGRAMMING

- Indoor Events – Staff are currently working with roughly 20 groups/organizations on logistics for upcoming indoor events
- Outdoor Events – Staff are currently working through 31 Outdoor Special Event Applications for the upcoming spring/summer season
- Canada Day parade float registration opened beginning of May
- Registration continues for summer programming for day camps and swim lessons
- Sport leagues and tournaments at the Agriplex are complete for the 2023-24 indoor season
- Senior Lakeside Active Adults Association continues to expand with over 700 members. The association is currently shifting their focus to their summer programming schedule

## FACILITIES

- The Splash Pad at Anne Hathaway Park was opened on May 18<sup>th</sup>. The hours of operation for the Splash Pad and adjacent public washrooms are daily from 9:00 am to 9:00 pm.
- The Stratford and Area Lions Club has donated towards the full cost of a storage shed for Lions Pool. The storage shed will be utilized to store pool equipment and materials, so that these items are not stored in the pool filtration and mechanical areas.
- The Lions Pool was opened on Friday, June 7<sup>th</sup>.
- The City of Stratford's Market Square Music hosted at City Hall Market Square is returning, started on May 24<sup>th</sup>. This event will run on Fridays from May 24<sup>th</sup> to June 28<sup>th</sup> from 6:30 to 7:30 pm.
- The Ontario Pork Congress event was held at the Rotary Complex and Agriplex facilities on June 19<sup>th</sup> & 20<sup>th</sup>.
- An increase in ice rental usage has been apparent in Q1 of 2024. The implementation of the new Last Minute Ice program is a large factor in the increase. With the Last Minute Ice program, users are able to reserve available ice rentals outside of regular office hours.

## FACILITIES CAPITAL

- The replacement of the flat roofing system at the William Allman Memorial Arena was awarded to Grand Valley Roofing & Coatings Inc., in the amount of \$397,041.32. The replacement of the barrel roofing system at the William Allman Memorial Arena was awarded to John Kenyon Limited in the amount of \$1,251,371.04.
- The replacement of the roofing system at National Stadium project has been completed.
- The replacement of the windows at the Municipal Golf Course Clubhouse capital project has been completed.
- The replacement of the Rooftop HVAC Unit at City Hall Annex capital project has been completed.
- The replacement of the roofing system at the Administration of Justice Building was awarded to Proteck Roofing & Sheet Metal Inc., in the amount of \$531,350.86.
- The supply of new LED lighting fixtures to retrofit corporate facilities (City Hall, Public Library, 47 Downie, Dufferin Lions Arena – ice surface lighting) was awarded to City Electric Supply, in the amount of \$84,148.19.
- The installation of the new LED lighting fixtures was awarded to BKS Electric Technical Services, in the amount of \$78,535.



Communities in Bloom Advisory Committee  
March 7, 2024 – Minutes



## Communities in Bloom Advisory Committee

### MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on Thursday, March 7, 2024 at 12:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

**Committee Members:** Councillor Brad Beatty – Chair Presiding, Mary-Anne Krutila, Carys Wyn Hughes, Cindy Carlson, Councilor Bonnie Henderson, Barb Hacking

**Staff:** Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

**Also Present:** Lucy Chung, Lucas Tingle

**Absent:** Kimberly Richardson

#### 1. Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 12:02 p.m.

Land Acknowledgment

Moment of Silent Reflection

#### 2. Declaration of Pecuniary Interest

None declared.

#### 3. Delegation: Stratford District Secondary School Eco Club Urban Farming Project – Presentation by Lucy Chung

Lucy Chung, from the SDSS Eco Club presented an outline and plan for the new urban farming project that the students are working on. The location is near the end of Smith Street at O'Loane Avenue. They presented a letter of intent to the City and the residents in the area and followed up with a petition for them to sign in support of the

Communities in Bloom Advisory Committee  
March 7, 2024 – Minutes

garden. In August 2023, students tarped the area to kill off the grass to start preparing the garden. They have received \$1,000.00 from a Youth in Action grant to help fund the garden and have also received a donation of all the seeds they will need to start the project. They will be starting seeds in the greenhouse in March and April and then begin planting in the garden in May and June.

Some of the planting practices they are using are sustainable and regenerative farming, two different planting times with two harvest cycles, netting in lieu of pesticides and they plan to purchase a large water tote to water the garden and the City's Community Services Department has agreed to fill the tote with water as needed.

Some plants that they hope to plant and harvest are spinach, carrots, beets, lettuce, kale, tomatoes, peppers, zucchini, swiss chard and onions. They plan to donate a large portion of the fresh produce to the SDSS student run kitchen, the Screaming Avocado, to use for classes and community meal events that they organize.

They will be planting trees that have been donated along O'Loane Avenue and also some pollinators to protect the garden from debris and dust from the road.

The Eco Club would like to put up an educational sign at the garden explaining what it is they are doing and how they can contact them if they are interested in getting involved. They are looking into one of the trades classes at SDSS to possibly make the sign for them.

Councillor Beatty inquired if the students were available this summer to share their presentation with the CIB National judges that will be visiting Stratford in July. Lucy Chung stated that they look forward to doing a presentation for them.

Councillor Beatty stated that CIB has a relationship with an organization called Nutrition for Life and they currently have a grant application available for community groups. Cindy Carlson will forward the information to Christine Ritsma. Barb Hacking suggested the TD Friends of the Environment grants might be a good option also.

Mary-Anne Krutila suggested that the students could partner with CIB for their annual plant sale at the Stratford market in the spring. The students also have a spring plant sale and Lucy Chung suggested that they could bring any plants that are left from their sale.

Communities in Bloom Advisory Committee  
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Cindy Carlson reported that there is a great interest in the garden with local residents and there should be no problem getting volunteers to help with the garden over the summer.

**4. Adoption of the Previous Minutes – January 25, 2024**

**Motion by** Barb Hacking

**Seconded by** Mary-Anne Krutila

**THAT the minutes from the Communities in Bloom Advisory Committee meeting dated January 25, 2024 be adopted as printed. Carried**

**5. Business Arising from Previous Minutes**

**5.1 Update on Ted Blowes Garden – Barb Hacking**

Barb hacking provided the following update on the Ted Blowes Garden:

- There is a lot of dog waste bags being thrown into the garden. She will contact the Parks & Forestry Manager to inquire if extra garbage cans can be placed there.
- Cleanup has not started in the garden yet as they are waiting until the weather gets consistently warmer for the pollinators.
- The lights on the bridge and the lights on the waterfall are now coordinated. There has not been any vandalism lately, however one bench will require repainting in the spring.

**5.2 2024 CIB National Update/CIB Initiatives/Judging Plans – Councillor Beatty**

Councillor Beatty has received the registration form for Stratford to register for the International Challenge Category for 2024. On the application, Stratford has requested dates in early July for the judges to visit.

Staff will forward a copy of the 2022 profile book to CIB members for their reference working on this year's book.

**Motion by** Carys Wyn Hughes

**Seconded by** Mary-Anne Krutila

**THAT the Communities in Bloom Advisory Committee spends \$1,975.00 from their 2024 Budget to register for the 2024 CIB National Judging in the International Challenge Category. Carried**

- 5.3 Hosting the 2025 National Symposium – Carys Wyn Hughes/Kimberly Richardson/Mary-Anne Krutila

Councillor Beatty reported that the request to host the 2025 CIB Symposium here in Stratford has gone to Council and they have supported the request.

Currently, staff is preparing a management report for this request.

Subsequently, CIB National has stated that Stratford does not need to secure a loan, create an Ad-Hoc Committee as originally discussed. CIB National only requires \$5,000.00 in order to be in Charlottetown for the Saturday dinner this year. Stratford will be required to supply support for CIB National when they are here. The Stratford CIB Committee will need to arrange for volunteers to assist during the event.

Councillor Beatty reported that the staff management report will be going to the March 25, 2024 Council meeting. Once the report has gone to Council and they have approved the event, CIB can begin moving forward with plans.

- 5.4 Landscape Design Plan Update – Councillor Beatty/Barb Hacking

Barb Hacking, Councillor Beatty and Quin Malott, Parks & Forestry Manager, will arrange a meeting with Scott Wentworth to discuss continuing plans.

- 5.5 City Gateways Project Update – Carys Wyn Hughes/Kimberly Richardson

Vicky Trotter, Council Committee Coordinator, explained the current wayfinding plan is to complete signage in the downtown area and work their way out.

Without the funding to support moving ahead with the wayfinding plan, staff is unable to progress through the list. Without securing a grant or alternate funding, this huge multi-million dollar plan is moving at a slow pace. The gateway signs are part of the City's wayfinding plan.

## **6. New Business**

- 6.1 2024 CIB Planter Day – Councillor Beatty

The committee discussed the upcoming CIB planter day at the Stratford Market. As in the past, they will hold the event the first Saturday after the Victory Day long weekend in May. The date for this year will be Saturday, May 25, 2024.

Communities in Bloom Advisory Committee  
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Councillor Beatty will make the arrangements for a booth at the market that day. He also noted that the CIB colour for plantings in 2024 is orange. Carys Wyn Hughes will contact the Corporate Communications Specialist and let him know the date of this year's event and to post some information. Barb Hacking will arrange for flowers to be purchased. Cindy Carlson will contact SDSS to inquire if they would like to participate.

**Motion by** Carys Wyn Hughes

**Seconded by** Mary-Anne Krutila

**THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$300.00 to purchase flowers to give away at the CIB Planter Day on May 25, 2024. Carried**

6.2 Stratford District Secondary School/St. Michael's Secondary School Perimeter

The Eco Club from SDSS has been working at cleaning up around their school. CIB member would like to discuss with the Parks & Forestry Manager the possibility to place additional garbage cans in that area. Further discussion at upcoming meetings to facilitate a change.

**7. Upcoming Events**

- Planter Day - Saturday, May 25, 2024

**8. Date of Next Meeting**

The next meeting of the CIB Advisory Committee will be held on Thursday, April 4, 2024, at 12:00 p.m., City Hall – Council Chamber, 1 Wellington Street, Stratford.

**9. Adjournment**

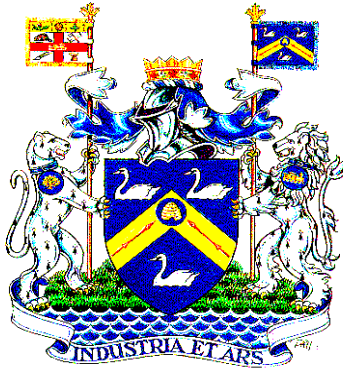
**Motion by** Mary-Anne Krutila

**Seconded by** Carys Wyn Hughes

**THAT the March 7, 2024 Communities in Bloom Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 12:02 P.M.

Meeting End Time: 1:03 P.M.



## Communities in Bloom Advisory Committee

### MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on Thursday, April 4, 2024 at 12:00 p.m., Stratford City Hall – Council Chamber, 1 Wellington Street, Stratford

**Committee Members:** Councillor Brad Beatty – Chair Presiding, Mary-Anne Krutila, Cindy Carlson, Councilor Bonnie Henderson

**Staff:** Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

**Absent:** Kimberly Richardson, Carys Wyn Hughes, Barb Hacking

#### 1. Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 12:00 p.m.

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

#### 2. Declaration of Pecuniary Interest

None declared.

#### 3. Adoption of the Previous Minutes

The minutes from the March 7, 2024 meeting will be listed on the May 9, 2024, agenda for consideration.

#### 4. Business Arising from Previous Minutes

Communities in Bloom Advisory Committee  
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#### **4.1 Update on Ted Blowes Garden**

Barb Hacking confirmed there are no updates at this time.

#### **4.2 2024 CIB National Update/CIB Initiatives/Judging Plans**

Councillor Beatty reported that he has not yet received the dates that the judges will be visiting Stratford. He has shared with CIB members the link to access the CIB National Website so members can keep up to date with events and projects.

On April 6, 2024 Councillor Beatty will be participating in a CIB Ontario course to be re-certified with his CIB judging credentials.

#### **4.3 2025 National Symposium**

Councillor Beatty reported that Stratford City Council has voted in support of Stratford hosting the 2025 CIB National Symposium. On June 5, 2024, the representatives from the CIB National office will be visiting Stratford to begin discussing plans.

Vicky Trotter, Council Committee Coordinator, sent a memo to all Advisory Committees regarding the composition of working groups within Advisory Committees. Ms. Trotter will inquire further with the Clerk on parameters that CIB should be following, specifically people volunteering with garden upkeep and volunteers assisting with the symposium.

Councillor Beatty suggested that CIB could possibly submit a request to Council to increase the citizen positions on the Committee for 2025 to assist during the symposium.

#### **4.4 Landscape Design Plan Update**

Councillor Beatty reported that Barb Hacking has contacted Scott Wentworth and he will be providing a more detailed landscape design plan in May.

### **5. New Business**

#### **5.1 Advisory Committee Budget Memo**

Vicky Trotter, Council Committee Coordinator reminded Advisory Committee members that plans should be in place by the end of the June CIB meeting to

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ensure that projects get completed and invoices are paid before year-end.  
Unspent budget funds cannot be carried over to the next year.

## **5.2 Sponsorship Requests**

Councillor Beatty inquired with Vicky Trotter regarding how CIB and CIB National can reach out to the community for sponsorship funds for the National Symposium they will be hosting in 2025. Ms. Trotter will inquire with the Director of Corporate Services on the City's policies surrounding grant applications and sponsorships and how CIB can move forward if grants and sponsorships become available in the future.

## **6. Upcoming Events**

- CIB Garden Fling (Stratford Farmer's Market) - Saturday, May 25, 2024

## **7. Date of Next Meeting**

The next meeting of the CIB Advisory Committee will be held on Thursday, May 9, 2024, at 12:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford.

## **8. Adjournment**

**Motion by** Cindy Carlson

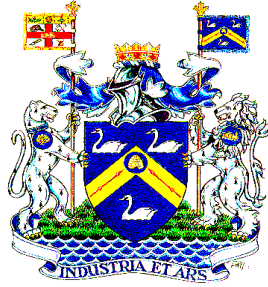
**Seconded by** Mary-Anne Krutila

**THAT the April 4, 2024 Communities in Bloom Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 12:00 P.M.

Meeting End Time: 12:33 P.M.





## Communities in Bloom Advisory Committee

### MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on Thursday, May 9, 2024 at 12:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

**Committee Members:** Councillor Brad Beatty – Chair Presiding, Mary-Anne Krutila, Cindy Carlson, Councilor Bonnie Henderson, Kimberly Richardson, Carys Wyn Hughes, Barb Hacking

**Staff:** Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

#### 1. Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 12:02 p.m.

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

#### 2. Declaration of Pecuniary Interest

None declared.

#### 3. Adoption of the Previous Minutes

**Motion by** Carys Wyn Hughes

**Seconded by** Mary-Anne Krutila

**THAT the minutes from the Communities in Bloom Advisory Committee meetings dated March 7, 2024 and April 4, 2024 be adopted as printed.**

**Carried**

#### 4. Business Arising from Previous Minutes

##### 4.1 Update on Ted Blowes Garden

Barb Hacking and Bernie Van Herk have cleaned up the garden and cleared it of debris.

The bridge was lit up with red, green and white to welcome the Welsh Festival visitors to Stratford as the Ted Blowes Garden was included in their bus tour.

Ms. Hacking will purchase flowers for the garden soon and they also have sunflowers left over from a couple of years ago that can be planted on either side of the bridge. The canna lilies will also be replanted and some will be used for the Garden Fling at the Stratford Market.

**Motion by** Councillor Henderson

**Seconded by** Carys Wyn Hughes

**THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$1,000.00 from their 2024 budget to purchase supplies and flowers for the Ted Blowes Memorial Garden. Carried**

##### 4.2 2024 CIB National Update/Judging Plans

Councillor Beatty reported that the dates for the National Judges visiting Stratford has been confirmed and they will be visiting from July 21-23, 2024. Susan Ellis and Bob Ivison will be the judges this year. Mr. Ivison has previously visited Stratford as a judge so members will have to adjust the tours to be mindful that Mr. Ivison has previously toured Stratford.

CIB members will each take a section of the profile book to update and highlight new events or efforts since the last book:

- Itinerary – Councillor Beatty;
- Tidiness – Kimberly Richardson;
- Environment – Councillor Henderson;
- Heritage – Mary-Anne Krutila;
- Landscaping/Urban Forestry – Quin Malott;
- Floral Displays – Barb Hacking;
- Community Involvement – Cindy Carlson/Carys Wyn Hughes.

Councillor Beatty will send the 2022 profile book to Vicky Trotter to download as a working document. Kimberly Richardson suggested having one working

Communities in Bloom Advisory Committee  
May 9, 2024

document on Microsoft Teams that members can add to and update. Ms. Trotter will work on setting up the Teams document. Alternatively, members can update their section and send it to Ms. Trotter to upload.

Some items that members suggested adding to this year's itinerary are:

- talk about Winterfest;
- tour of Stratford Hospice and new serenity garden;
- visit the Screaming Avocado at SDSS;
- activity at the Stratford Chef School;
- Music in the Park (Sunday evening);
- judges as delegates at Council meeting (Monday evening);
- ghost walk (Monday evening);
- Indigenous talk/event (Falstaff Centre);
- new peony garden;
- visit the Stratford-Perth Archives;
- SDSS eco-garden tour with students or meet for a social or meal.

Kimberly Richardson will also set up a Teams document to collect new pictures. Members can e-mail the pictures to Ms. Richardson and she will upload them.

Members are requested to have their updated section to Brad Beatty no later than June 17, 2024.

Staff will send the 2022 evaluation report that was received from the judges for everyone's information.

### **4.3 2025 National Symposium**

Councillor Beatty reported that Sonia Parrino will be in Stratford on June 5, 2024 to tour venues, discuss tour options, view gardens, tour accommodations and discuss plans and sponsorship opportunities for the symposium. A block of time has been booked from 10:00 a.m. to 3:00 p.m. to take her on a tour. Kimberly Richardson, Carys Wyn Hughes and Vicky Trotter will create an itinerary for the day. Councillor Beatty will contact Mike Mousley, Transit Manager to arrange for transportation, Tim Wolfe, Director of Community Services, to discuss the Rotary Complex, and Quin Malott, Cemetery Manager, Parks & Forestry Manager for tours of the City parks and gardens.

Communities in Bloom Advisory Committee  
May 9, 2024

Kimberly Richardson suggested stopping at Destination Stratford to meet with their Director to discuss options.

Councillor Beatty has contacted all local hotels and booked all available rooms for the symposium. Currently, there are 184 rooms reserved, however this is not an adequate number of rooms that will be required to accommodate all the visitors.

#### **4.4 Landscape Design Plan Update**

Barb Hacking spoke with Scott Wentworth regarding the design plan and they will meet to discuss an updated plan. Ms. Hacking will provide an update for the June CIB meeting.

#### **4.5 SDSS Eco-Club Community Garden**

Vicky Trotter discussed with CIB members the process required if they wish to make a donation to the SDSS Eco Club for their community garden. As an Advisory Committee, they are not permitted to make donations with their budget funds, nor purchase items as a donation. If CIB members would like to proceed with a donation, they would be required to make a motion requesting that Council consider re-allocating the funds specifically for a donation to the Eco Club. When setting their budget request in the future, the committee can outline the purchase of materials for community projects.

Members discussed purchasing signage for the garden in lieu of a donation. This could be CIB's 30<sup>th</sup> Anniversary project in partnership with SDSS. Cindy Carlson will contact Christine Ritsma at SDSS and request a budget breakdown of specific items that the students require for the garden. Ms. Carlson will also inquire if a partnership is something that SDSS would be interested in and if the partnership would be a one-time financial obligation with signage or would it be ongoing financial support.

Kimberly Richardson is no longer present at the meeting (1:04 p.m.)

### **5. New Business**

None noted.

### **6. Upcoming Events**

- CIB Garden Fling (Stratford Farmer's Market) - Saturday, May 25, 2024

Communities in Bloom Advisory Committee  
May 9, 2024

- Meeting with CIB National - Wednesday, June 5, 2024 (10-3 p.m.)
- National Judges Visiting Stratford – July 21-23, 2024

**7. Date of Next Meeting**

The next meeting of the CIB Advisory Committee will be held on Wednesday, June 5, 2024, at 3:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford.

**8. Adjournment**

**Motion by** Councillor Henderson

**Seconded by** Carys Wyn Hughes

**THAT the May 9, 2024 Communities in Bloom Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 12:02 P.M.

Meeting End Time: 1:12 P.M.