



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

Date: November 10, 2021
Time: 3:30 P.M.
Location: Electronic Meeting
Sub-committee Present: Councillor Beatty - Chair Presiding, Councillor Sebben - Vice Chair, Councillor Burbach, Councillor Clifford, Councillor Henderson
Staff Present: David St. Louis - Director of Community Services, Danielle Clayton - Recording Secretary

To watch the Sub-committee meeting live, please click the following link: <https://stratford-ca.zoom.us/j/86312768779?pwd=VXdzWjF5VHhpTndOUmdJNEN5M29yUT09>
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.

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

None scheduled.

4. Report of the Director of Community Services

4.1. Licence of Land Use Renewal Agreement – Hydro One Corridor (COM21-014)

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Motion by _____

Staff Recommendation: THAT the agreement with The Minister of Government and Consumer Services, as represented by Ontario Infrastructure and Lands Corporation, for a Licence of Land for Public Recreation Purposes at the Festival Hydro Community Park be renewed for a further five years, commencing January 1, 2022;

AND THAT the Mayor and Clerk or their respective delegates, be authorized to sign the Licence Agreement on behalf of the municipal corporation.

5. Department Update

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The Director of Community Services to provide an update on the department's activities.

6. Advisory Committee/Outside Board Minutes

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The following Advisory Committee/Outside Board minutes are provided for the information of Sub-committee:

- Communities in Bloom Advisory Committee minutes of August 5 and September 9, 2021

7. Next Sub-committee Meeting

All Sub-committee meetings for the month of December have been cancelled. Meetings will resume in January 2022.

8. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by _____

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



MANAGEMENT REPORT

Date: October 25, 2021
To: Community Services Sub-committee
From: David St. Louis, Director of Community Services
Report#: COM21-014
Attachments: Drawing

Title: Licence of Land Use Renewal Agreement – Hydro One Corridor

Objective: To renew the agreement with The Minister of Government and Consumer Services, as represented by Ontario Infrastructure and Lands Corporation for a Licence of Land for Public Recreation Purposes at the Festival Hydro Community Park.

Background: In 1992 the City entered into an Easement Agreement with Hydro One (now Ontario Infrastructure and Lands Corporation) for the bicycle path on Erie St. that crosses a Hydro One corridor.

This same Hydro One corridor exists where the Packham Road Soccer Complex is located, specifically the artificial turf field and parking area (4.16 acres), and therefore a Licence of Land for Public Recreation Purposes agreement was required and entered into in 2017.

This agreement expires December 31, 2021.

Analysis: Hydro One contacted staff advising that they wish to renew the Licence of Land Agreement for a further five-year term commencing January 1, 2022 (expiring December 31, 2026).

The Grant of Easement Agreement that was also entered into does not have an expiration date.

Financial Impact: Cost to City is fifty percent (50%) of the annual realty taxes or grants and/or payments in lieu thereof. In 2019 and 2020 the amount that was paid each year was \$127.70.

The amount will increase as the amount of annual realty taxes increases.

Alignment with Strategic Priorities:

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Staff Recommendation: THAT the agreement with The Minister of Government and Consumer Services, as represented by Ontario Infrastructure and Lands Corporation, for a Licence of Land for Public Recreation Purposes at the Festival Hydro Community Park be renewed for a further five years, commencing January 1, 2022;

AND THAT the Mayor and Clerk or their respective delegates, be authorized to sign the Licence Agreement on behalf of the municipal corporation.



David St. Louis, Director of Community Services



Joan Thomson, Chief Administrative Officer

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Schedule "A"

HONI File: Stratford C 632.1-503

Tenant: THE CORPORATION OF THE CITY OF STRATFORD

Legal Description: Part of Lot 1, Concession 4, Township of Downie

City of Stratford, County of Perth

Licence Area: 4.16 acres



Lands Owned by Her Majesty the Queen in the Right of Ontario



Licence Lands

HONI File #: STRATFORD C 632.1-503

Community Services Sub-committee
Department Update
OCTOBER 2021

PARKS

- Staff continue:
 - Garbage collection
 - Tree maintenance
- Boulevard along Lakeside Drive aerated, seeded, and fertilized
- Staff have begun transferring swans to their winter quarters
- Picnic tables are being removed and placed into storage
- Hanging baskets and annuals have been removed
- Fall tree planting underway

PARKS CAPITAL

- Nothing new to report

CEMETERY

- Office is open by appointment with walk-up service using intercom system in place, staff continue:
 - Burials
 - Cemetery sales
 - Cemetery maintenance
- Fall leveling and seeding of grave sections is complete

CEMETERY CAPITAL

- Nothing new to report

TRANSIT

- Seat behind driver made unavailable to recognize social distancing
- All fleet disinfected nightly
- Hand sanitizer placed at front doors for customers to use when entering bus
- Signage remains regarding face masks while using transit
- Gloves/surgical masks/disinfectant made available to staff
- **Weekly Ridership Average:**
- Ridership last year at this time started to increase slowly as the Province gradually opened up.

Sept 26-Oct 2:	9358	last year - 9044
Oct 3-9:	6986	last year – 6796 (Thanksgiving)
Oct 10-16:	7004 (Thanksgiving)	last year - 5689
Oct 17-23:	9346	last year - 8135

***** Ridership for October 2021 at or above normal ridership levels “pre-Covid”, 35% increase in Student ridership.**

TRANSIT CAPITAL

- Bus replacement 2021 – 2 additional 40-foot buses confirmed and ordered. Tentative delivery date early February 2022.
- 2021 Accessible bus stops with shelters have been awarded and project has been completed.

PARALLEL TRANSIT

- All fleet disinfected nightly
- Gloves/surgical masks/disinfectant made available to staff
- Signage remains regarding face masks while on Transit
- **Weekly Ridership Average**

Sept 26-Oct 2:	256
Oct 3-Oct 9:	266
Oct 10-Oct 16:	234
Oct 17-Oct 23:	274
- Ridership at approximately 60% of normal (gradually rides are increasing)

PARALLEL TRANSIT CAPITAL

- Bus replacement 2021- ordered with expected delivery early 2022

RECREATION PROGRAMMING

- Active Adults (55+) programs have resumed at the Agriplex and over 15 weekly activities are being offered including pickleball, shuffleboard, woodcraft, lapidary, billiards, cards, crafts, fitness, dancing, and yoga. Musical entertainment and cooking demonstrations continued to be presented online
- Program planning for school PA Day programs and winter break programs is underway
- Collaboration and coordination with sport groups using the Agriplex Fieldhouse to safely resume fall and winter athletic leagues
- Continued work with local individuals and organizations on the coordination of community events in public spaces

RECREATION FACILITIES

- Effective on October 31st, all patrons over the age of 12 will be required to be fully vaccinated to be permitted entry into the indoor recreation facilities. Patrons require proof of vaccination (QR code or vaccination receipt) and proof of identification. These facilities include the Rotary Complex, Agriplex, Allman Arena, and Dufferin Arena. A third-party company is being used to verify the required proof before patrons enter the facilities. Essential services such as the Farmers Market, Dr. Van Boekel office, Mass Vaccination Clinics, and the COVID-19 Assessment Centre are exempt from the proof of vaccination.
- Facility staff are performing active screening of all ice rental users entering the facilities. Failed screening results in the patron not being permitted to enter the facility.
- The Rotary Complex continues to host the COVID-19 Assessment Centre and the Mass Vaccination Clinics.
- The seasonal washrooms at the Allman Arena (exterior) have remained open for the month of October from 9:00 a.m. to 4:00 p.m. Monday to Friday. On the weekends and during the weekday evenings the washrooms are closed with the indoor washrooms being available to patrons. The Allman Arena staff regularly clean and disinfect the exterior washrooms during the operational hours.
- Capacity limits in the spectator areas of the indoor recreation facilities have been lifted. Capacity limits remain in place for the sporting areas (ice surfaces, fieldhouse, etc.) and the dressing rooms and changerooms.
- The meeting rooms at the Rotary Complex (Tim Taylor Lounge, Mansbridge Room, Games Room) will be permitted to be rented beginning on November 1st.
- The new electric Zamboni ice resurfacer for the Rotary Complex has been in use since October 4th. The electric model will represent energy and maintenance savings as well as reduce the emissions in the facility.

RECREATION FACILITIES CAPITAL

- Nothing new to report



Communities in Bloom Advisory Committee

MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on August 5, 2021 at 12:00 p.m., electronically.

Committee Members Present: Councillor Brad Beatty – Chair Presiding, Linda Hawken, Councillor Bonnie Henderson, Barb Hacking, Cindy Carlson, Carys Wyn Hughes

Staff Present: Casey Riehl – Recording Secretary

Absent: Kimberly Richardson, Quin Malott – Manager of Parks, Forestry & Cemetery

1.0 Call to Order

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

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes

Motion by Cindy Carlson, seconded by Linda Hawken

THAT the minutes from the Communities in Bloom Advisory Committee meeting dated July 8, 2021 be adopted as printed. Carried

4.0 Business Arising from Previous Minutes

a) Update from CIB National – Councillor Beatty

Councillor Beatty updated the CIB Committee that Linda Hawken, Barb Hacking and himself completed the virtual consultation with the two CIB National judges. As part of the consultation, Barb Hacking shared with the judges a slide show presentation. She will send the link to the committee for them to watch. The judges had glowing comments for what the City of Stratford has done during the pandemic. CIB National has requested if they can share the presentation from Stratford to showcase the work done to the rest of CIB. The judges indicated that the hope is to resume all in-person community judging activities in 2022.

Communities in Bloom
August 5, 2021

Councillor Beatty inquired with the judges if there could be new challenges for veteran communities such as Stratford, who have participated so successfully in the past. They stated they would take this suggestion back to CIB National.

b) Garden of Hope Update – Barb Hacking

Barb Hacking reported that there is a brown coloured bench at the Ted Blowes Garden that was peeling. She has recently sanded and primed it and each time she has returned to paint it, someone has always been sitting on it. One of the CIB National judges suggested making a “chatter” bench. Which indicates on the bench that if you are sitting on it, you would welcome someone to join you to chat. The Ted Blowes Garden has transformed very quickly over the last week and a half with the painted butterfly wall and the Bridge to Nowhere. There is a \$25,000.00 landscaping award available this year that could go a long way to enhance the area around the garden if Stratford is successful. Barb Hacking will put together the application and forward it to CIB members to review and assist with editing it down to 700 words.

Councillor Beatty shared some initial drone footage of the wall and bridge. Members will help film additional footage, including releasing butterflies from the Bridge to Nowhere.

c) 2021 Miracle Grow Garden Contest – Barb Hacking

Barb Hacking reported that nominations must be in by tomorrow. The entries will be judged, and prizes will be awarded.

d) CIB Website Update – Councillor Beatty/Kimberly Richardson

No new updates.

5.0 New Business

a) Sign for Bridge to Nowhere – Barb Hacking

Barb Hacking inquired if the CIB Committee would support purchasing a slate sign to place under the Bridge to Nowhere to explain the history of the bridge. Many people visiting do not know the background that it was a pedestrian bridge over the railroad tracks. Ms. Hacking has spoken to Community Services and they are in support of placing a sign there.

Motion by Barb Hacking, seconded by Carys Wyn Hughes

THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$150.00 to purchase an educational sign to place under the Bridge to Nowhere in Confederation Park. Carried

Communities in Bloom
August 5, 2021

b) Appreciation Award – Barb Hacking

Barb Hacking proposed an appreciation award for citizens who volunteer their time and put so much work into helping the CIB Committee.

Motion by Barb Hacking, seconded by Linda Hawken

THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$200.00 to purchase and award to a volunteer a tree of appreciation to be planted by the Community Services Department.
Carried

6.0 Upcoming Events

No new events.

7.0 NEXT MEETING DATE – Thursday, September 2, 2021 at 12:00 p.m., electronically.

8.0 ADJOURNMENT

Motion by Carys Wyn Hughes, seconded by Linda Hawken

THAT the August 5, 2021 Communities in Bloom Advisory Committee meeting adjourn. Carried

Meeting Start Time: 12:12 P.M.

Meeting End Time: 12:47 P.M.



Communities in Bloom Advisory Committee

MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on September 9, 2021 at 12:00 p.m., electronically.

Committee Members Present: Councillor Brad Beatty – Chair Presiding, Linda Hawken, Councillor Bonnie Henderson, Barb Hacking, Cindy Carlson, Carys Wyn Hughes, *Kimberly Richardson

Staff Present: Casey Riehl – Recording Secretary

Absent: Quin Malott – Manager of Parks, Forestry & Cemetery

1.0 Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 12:03 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes

Motion by Carys Wyn Hughes

Seconded by Cindy Carlson

THAT the minutes from the Communities in Bloom Advisory Committee meeting dated August 5, 2021 be adopted as printed. Carried

4.0 Business Arising from Previous Minutes

a) 2021 Miracle Grow Garden Contest – Barb Hacking

Barb Hacking reported that all prizes have been awarded and delivered. Ms.

Hacking has had all recipients sign consent forms to have their names published on social media. She will contact Mike Beitz to post on the City's website and Facebook page. Pictures of the gardens have been sent to CIB National.

*Kimberly Richardson is now present at the meeting at 12:06 p.m.

b) CIB Website Update – Kimberly Richardson

Kimberly Richardson met with Mike Beitz to discuss the layout of the CIB page on the City's website. They have discussed having the page accordion-style with a drop-down box for each topic. Ms. Richardson has compiled numerous photos and has asked members to please forward her any they may have. There will be links for CIB National and the Ted Blowes Memorial Garden. If members would please forward feedback to Ms. Richardson for any other topics to include, she will send all the information at once.

Councillor Beatty inquired if having an "Archives" section would be helpful, to put older events and topics into, but still have them available to look at. Ms. Richardson's goal will be to have the updates complete for the October CIB meeting. Some events/topics suggested to include:

- Winter Lights
- Ted Blowes Memorial Garden
- Pumpkin Parade
- Pollinator Pathway
- CIB Spring Event (Formerly Home Hardware Day)
- CIB National link
- CBEAC link (Garbage can decorating, Swan parade)
- Archives/History section

c) Garden of Hope Update – Barb Hacking

Barb Hacking reported that 35 new sunflowers have been planted in the garden. Volunteers have been handing out sunflower seeds all summer to visitors to the garden which provides an opportunity to explain about the garden.

d) Volunteer Appreciation Award – Councillor Beatty/Barb Hacking

Barb Hacking and Councillor Beatty reported that the tree has been awarded to the recipient and as per their wishes, has been planted in the cemetery.

e) Update from CIB National – Councillor Beatty

Councillor Beatty reported that this year's CIB National symposium is being held virtually starting September 22, 2021. The awards ceremony is on October 7, 2021 beginning at 1:00 p.m. He will forward the all-access information for members to participate. Barb Hacking submitted an application for the Hope is Growing garden.

5.0 New Business

a) Member Terms Ending November 30, 2021 – Carys Wyn Hughes, Kimberly Richardson

Staff reminded members if they wish to re-apply that applications are available on the City's website. The deadline for applications is October 22, 2021.

Communities in Bloom
September 9, 2021

b) 2022 Budget Request

Motion by Barb Hacking
Seconded by Kimberly Richardson

THAT the Communities in Bloom Advisory Committee requests a 2022 budgetary figure of \$12,000.00 from the City of Stratford. Carried

Project Materials/Registrations/Judging expenses/ Meeting costs/Advertising	\$7,000.00
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Special Projects	<u>5,000.00</u>
	\$12,000.00

c) 2021 Budget Allocation Request

CIB members discussed the outstanding projects that the committee would like to finish this year and what funds could be used to help with the Bridge of Hope, the pollinator pathway, winter lights and porous paving under park benches.

Motion by Kimberly Richardson, seconded by Linda Hawken

THAT the Communities in Bloom Advisory Committee requests permission from Stratford City Council to re-allocate the remaining funds in the 2021 CIB Budget to complete outstanding 2021 CIB projects. Carried

Members requested that staff inquire with the Acting Director of Corporate Services if CIB is permitted to fundraise for various projects and if so, what are the parameters for doing so.

d) 2021 Pumpkin Parade

CIB members discussed the Pumpkin Parade for this year and determined not to proceed with the event in 2021. It was noted it would be difficult to control the amount of people attending the event in Market Square.

e) Yellow Tulips for Ted Blowes Memorial Garden – Barb Hacking

Barb Hacking reported that there is not a lot of bloom in the garden in the spring and suggested that planting yellow tulips this fall would help fill in the garden next spring.

Motion by Barb Hacking, seconded by Linda Hawken

THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$250.00 to purchase yellow tulip bulbs to plant in the Ted Blowes Memorial Garden. Carried

Communities in Bloom
September 9, 2021

6.0 Upcoming Events

- CIB National Symposium begins September 22, 2021
- CIB National Awards Ceremony - October 7, 2021 at 1:00 p.m.

7.0 NEXT MEETING DATE – Thursday, October 7, 2021 at 11:30 a.m., electronically.

8.0 ADJOURNMENT

Motion by Linda Hawken

Seconded by Cindy Carlson

THAT the September 9, 2021 Communities in Bloom Advisory Committee meeting adjourn. Carried

Meeting Start Time: 12:03 P.M.

Meeting End Time: 1:36 P.M.