



The Corporation of the City of Stratford
Community Services Committee
Open Session
AGENDA

Date: January 24, 2022

Time: 7:10 P.M.

Location: Electronic Meeting

Committee Present: Councillor Beatty - Chair Presiding, Councillor Sebben - Vice Chair, Mayor Mathieson, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Vassilakos

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, David St. Louis - Director of Community Services, Kim McElroy - Director of Social Services, Karmen Krueger - Acting Director of Corporate Services, John Paradis - Fire Chief, Anne Kircos - Acting Director of Human Resources, Taylor Crinklaw - Director of Infrastructure and Development Services, Chris Bantock - Deputy Clerk

To watch this Committee meeting live, please click the following link: <https://stratford-ca.zoom.us/j/83703112769?pwd=M0VzaFA4Sm5HcGNwdWVmdloxVVpvQT09>

A video recording of the meeting will be available on the [City's website](#) 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. Sub-committee Minutes** 1 - 3
- Sub-committee minutes are attached for background regarding the discussion held at the January 13, 2022 Sub-committee meeting.
- 4. Delegations**
- None scheduled.
- 5. Report of the Director of Community Services**
- 5.1. Golf Course 2022 Budget and Fee Schedule (COM22-001)** 4 - 8
- Staff Recommendation:** THAT the 2022 Municipal Golf Course Budget and Fee Schedule be approved as presented.
- Motion by _____
- Sub-committee Recommendation:** THAT the 2022 Municipal Golf Course Budget and Fee Schedule be approved as presented.
- 6. For the Information of Committee**
- 6.1. Department Update** 9 - 11
- Sub-committee Discussion:** The Director of Community Services reviewed the December 2021 departmental update and provided the following highlights:
- The school special transit routes will begin on Monday, January 17, 2022, as schools are set to reopen for in person learning.
 - The Rotary Complex, Agriplex, Allman Arena and the Dufferin Arena are closed for a minimum of three weeks due to current restrictions. The washrooms are available to the public at the Allman Arena.
 - The Farmer's Market is permitted to operate on Saturdays at the Agriplex as it is deemed an essential service.
 - The Rotary Complex is open for essential services including Dr. Van Boekel's office, the mass vaccination clinic and the COVID-19 assessment centre.
- 6.2. Advisory Committee/Outside Board Minutes** 12 - 19
- The following Advisory Committee/Outside Board minutes were provided

for the information of Sub-committee:

- Board of Park Management minutes of October 4, 2021
- Communities in Bloom Advisory Committee minutes of October 7, 2021

7. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by _____

Committee Decision: THAT the Community Services Committee meeting adjourn.



The Corporation of the City of Stratford Community Services Sub-committee MINUTES

Date: January 13, 2022
 Time: 4:30 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, Tatiana Dafoe – City Clerk

Also present: Terry Adair, President of the Stratford Municipal Golf Course

1. Call to Order

The Chair called 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

No disclosures of pecuniary interest were made by a member at the January 13, 2022, Community Services Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Director of Community Services

4.1 Golf Course 2022 Budget and Fee Schedule (COM22-001)

Staff Recommendation: THAT the 2022 Municipal Golf Course Budget and Fee Schedule be approved as presented.

Sub-committee Discussion: Terry Adair, President of the Stratford Municipal Golf Course, reviewed the 2022 budget and fee schedule. He stated the pandemic has impacted the golf course in 2021. For 2022, there is an increase of 4% on memberships, green fees and to alcohol sales. The expenses for the lawn bowling club have stayed relatively the same through 2021 and into 2022.

In response to Sub-committee questioning, Mr. Adair stated that the golf course was able to open during the third week of March 2021 and continued to operate as restrictions changed. Family and junior membership sales increased as many other sports were not able to operate. He noted that they do not expect the same number of memberships to be sold as other sports have been able to operate this year.

Mr. Adair advised that improvements are being made this year including planting of trees and extending the driving range net. The driving range had to be moved forward as the lawn bowling area was installed behind it. The irrigation system is also being improved. There have been a few setbacks as copper and irrigation heads have been stolen and needed to be replaced.

A request was made for environmentally friendly products to be used. Mr. Adair stated that staff have met with a pesticide company at the beginning of December to discuss the storage and use of new products that are environmentally friendly.

Motion by Councillor Clifford

Sub-committee Recommendation: THAT the 2022 Municipal Golf Course Budget and Fee Schedule be approved as presented.

Carried

5. Department Update

The Director of Community Services reviewed the December 2021 departmental update and provided the following highlights:

- The school special transit routes will begin on Monday, January 17, 2022, as schools are set to reopen for in person learning.
- The Rotary Complex, Agriplex, Allman Arena and the Dufferin Arena are closed for a minimum of three weeks due to current restrictions. The washrooms are available to the public at the Allman Arena.
- The Farmer's Market is permitted to operate on Saturdays at the Agriplex as it is deemed an essential service.
- The Rotary Complex is open for essential services including Dr. Van Boekel's office, the mass vaccination clinic and the COVID-19 assessment centre.

6. Advisory Committee/Outside Board Minutes

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

- Board of Park Management minutes of October 4, 2021
- Communities in Bloom Advisory Committee minutes of October 7, 2021

7. Next Sub-committee Meeting

The next Community Services Sub-committee meeting is Thursday, February 17, 2022 at 4:30 p.m.

8. Adjournment

Motion by Councillor Burbach

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

Carried

Meeting Start Time: 4:28 P.M.

Meeting End Time: 4:37 P.M.



MANAGEMENT REPORT

Date: December 13, 2021
To: Community Services Sub-committee
From: David St. Louis, Director
Report#: COM22-001
Attachments: Budget and Fee Schedule

Title: Golf Course 2022 Budget and Fee Schedule

Objective: To review and approve the proposed 2022 budget and fee schedule for the Municipal Golf Course.

Background: Attached is a proposed budget and fee schedule for 2022. A representative from the Golf Course Board of Directors will be available to answer any questions.

Analysis: As per the agreement, the budget and fee schedule require Council approval.

Financial Impact: The budget was developed based on inflation and an average of the past seven years. As well, additional funds were allotted for the continued improvements of the irrigation system around the golf course and added expenses due to COVID-19. Membership prices were increased by approximately 4%.

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 2022 Municipal Golf Course Budget and Fee Schedule be approved as presented.

David St. Louis, Director of Community Services

A handwritten signature in black ink that reads "Joan Thomson". The script is cursive and fluid.

Joan Thomson, Chief Administrative Officer

REVENUE	Year 2022
<i>Description</i>	Budget
Membership Fees	\$ 200,000.00
Green Fees	\$ 105,000.00
Beer, Liquor, Wine	\$ 90,000.00
Booth (pop, chips, etc.)	\$ 7,500.00
Golf ball, Gloves, hats, push carts	\$ 35,000.00
Interest Earned	\$ 1,250.00
Miscellaneous (BBQ rental, etc)	\$ 2,500.00
Lawn Bowling	\$ 10,000.00
Trail Fees - Compound (\$160x30carts)	\$ 2,000.00
Non-taxable Food	\$ 500.00
Driving Range	\$ 30,000.00
Cash Over	\$ 100.00
Transfer from reserve	\$ 60,000.00
Rental Carts	\$ 39,000.00
Hole Sponsorships	\$ 5,000.00
TOTAL REVENUE	\$ 587,850.00

EXPENDITURES*General Expenses*

Driving Range	\$ 5,000.00
Lawn Bowling	\$ 10,000.00
Building Maintenance	\$ 9,000.00
Utilities	
telephone	\$ 1,250.00
hydro, water, water heater rental	\$ 16,000.00
gas (heating)	\$ 3,600.00
TV/Cable	\$ 2,400.00
Internet - Web	\$ 1,100.00
Liquor License	\$ -
Advertising	\$ 1,900.00
Printing of Forms (scorecards/bagtags)	\$ 1,500.00
Office Supplies & Repairs	\$ 1,700.00
Food & Soft Drinks	\$ 10,000.00
Beer, Wine, Liquor	\$ 45,000.00
Minor Equipment	\$ 2,000.00
Glags (OGSA)	\$ 2,500.00
Turf Maintenance	\$ 45,000.00
fertilizer (greens)	
fertilizer (tees & fwys)	
grass seed (greens)	
grass seed (tees & fwys)	
equipment lease (greens&FWY)	
equipment lease (workman)	
pesticides	

Course Improvements	\$	30,000.00
Equipment Repairs	\$	17,000.00
Gasoline & Oil	\$	10,000.00
Golf balls/gloves/hats	\$	25,000.00
Insurance	\$	8,200.00
Loan Interest		
Golf tournament (trophies)	\$	625.00
General Expenses		
Car Allowance	\$	1,300.00
cell phone (managers)	\$	700.00
Golf Course Rental	\$	20,000.00
Staff uniform	\$	500.00
Cash short	\$	75.00
Push Cart purchase (28@\$109)		
Hole Sponsor		
Gas BBQ		
GAO Membership	\$	1,000.00
Cart/Equipment Rental (12 carts \$750)	\$	16,500.00
Tee-on Membership	\$	2,100.00
Unexpected Expenses	\$	2,000.00
Accreditation Program IPM/NGCOA	\$	2,000.00
Expenses (Capital)	\$	30,000.00
Transfer to reserve	\$	20,000.00
VISA charges	\$	4,500.00
MC charges	\$	2,500.00
DEBIT charges	\$	1,500.00
Clubhouse refresher		
Bank Fees	\$	400.00
TOTAL GENERAL EXPENDITURES	\$	353,850.00
Administration Expenditures		
Salaries	\$	213,000.00
Benefits	\$	21,000.00
TOTAL ADMINSTRATIVE EXPENSES	\$	234,000.00
Total Expenditures	\$	587,850.00
Net (surplus)/deficit	\$	-

2022 Municipal Golf Course Price List

GOLF MEMBERSHIPS

Category (plus HST)

		Before Feb 28
Family	\$ 1,580.00	\$ 1,520.00
Couples	\$ 1,285.00	\$ 1,235.00
Adult 29+	\$ 675.00	\$ 650.00
Intermediate 23-28	\$ 545.00	\$ 525.00
Student 17-22	\$ 490.00	\$ 470.00
Junior 11 - 16	\$ 355.00	\$ 340.00
Junior with adult (parent or grandparent)	\$ 220.00	\$ 220.00
Beginner 10 and under	\$ 175.00	\$ 175.00
Female introductory	\$ 545.00	\$ 525.00

**GREEN FEE RATES (HST Included) Mon. to Fri.****Monday to Friday**

9-Hole	\$ 24.00
18-Hole	\$ 36.00

CART RATES (plus HST)**Member Owned**

Compound Fee	\$ 210.00
Trailer Fee	\$ 210.00

Daily Rental (HST included)

9-Hole Single	\$ 12.50
18-Hole Single	\$ 17.50

Seasonal Rental (plus HST)

9-Hole single rider	\$ 365.00
18-Hole single rider	\$ 475.00

MISCELLANEOUS FEES (plus HST)

Push Cart Daily Rental	\$ 3.00
Push Cart Storage	\$ 30.00
Seasonal Locker	\$ 60.00
Seasonal Push Cart	\$ 50.00
Season Locker & Push Cart	\$ 90.00

FOOD & BEVERAGE (HST included)

Liquor drinks	\$ 5.75
Beer - Can tall boy	\$ 5.75
Beer - 20 oz draft	\$ 6.25
Beer - pitcher	\$ 19.25
Liquor - 1 oz/mix & Spirits	\$ 5.75
Pop - Bottle	\$ 2.75
Powerade - Bottle	\$ 2.75
Juice	\$ 2.50

Confectionary (Chips/Nuts/etc.) \$1-\$3

PRACTICE FACILITY (plus HST)

Individual Membership	\$ 230.00
Family Membership	\$ 345.00
Bag of Balls - Large	\$ 10.00
Bag of Balls - Small	\$ 7.50

Non Members of Course (Range)

Individual Membership	\$ 299.00
Family	\$ 410.00

Community Services Sub-committee
Department Update
DECEMBER 2021

PARKS

- Staff continue regular maintenance:
 - Winter street tree pruning
 - Snow removal, salting/sanding
 - Furniture repair and painting
 - Trail tree pruning
 - Swan care
 - Garbage pick-up in park system

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

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 on Transit
- Gloves/surgical masks/disinfectant made available to staff
- **Weekly Ridership Average:**
School Specials last year at this time was operational.
- Nov 28-Dec 4- **10,622** Last year: 8374
- Dec 5-11- **10,572** 8817
- Dec 12-18- **10,272** 8125
- Dec 19-25- **5927** 4322

***** Ridership for December 2021 above normal for this time last year by 1939 rides/week with a 35% increase in Student ridership.**

TRANSIT CAPITAL

- Nothing new to report

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**
- Nov 28-Dec 5- 318
- Dec 6-12- 341
- Dec 13-19- 354
- Dec 20-25- 191
- Ridership at approximately 65% of normal (gradually rides are increasing). Approximately processing 1-2 new applicants weekly.

PARALLEL TRANSIT CAPITAL

- Nothing new to report

RECREATION PROGRAMMING

- No update

RECREATION FACILITIES

- Effective on January 5th, the provincial government is moving back to a modified Step 2 of the Ontario re-opening plan. Indoor recreational facilities are not permitted to be open for a minimum of three weeks, except for essential services. These facilities include the Rotary Complex, Agriplex, Allman Arena, and Dufferin Arena.
- The Farmers Market at the Agriplex is permitted to operate on Saturday's as it is deemed an essential service.
- The Rotary Complex will be open for essential services including Dr. Van Boekel's office, Vaccination Clinics, and the COVID-19 Assessment Centre.
- During the closure period, facility staff will be performing maintenance duties at all facilities including painting, floor maintenance, repairs, cleaning, and preventative maintenance.

- During the closure period, the interior washrooms at the Allman Arena will be available for the public to use daily from 9:00 a.m. to 10:00 p.m.
The seasonal washrooms at the Allman Arena (exterior) will be closed effective January 5th.

RECREATION FACILITIES CAPITAL

- Nothing new to report



BOARD OF PARK MANAGEMENT

A meeting of the Board of Park Management was held on **Monday, October 4, 2021 at 3:30 p.m.** via Zoom.

PRESENT: Chairman Rick Orr, Vice Chair Jennifer Lamb, Randy Brown, Dave Hanly, Sheri Maguire, Councilor Beatty, Councilor Henderson.

ABSENT WITH REGRETS: Kimberley Richardson.

STAFF PRESENT: Quin Malott Manager Parks, Forestry & Cemetery.

MINUTES

2662. DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

None declared

2663. PRESENTATION ZAC GRIBBLE

Executive Director of Destination Stratford providing update on Lights On Stratford Shakespearean Gardens and Tom Patterson Island location plans 2021-2022.

Mr. Gribble began by acknowledging the vital role the Board of Park Management and access to park facilities as key to the success of the economic recovery programs implemented during the pandemic and the enthusiastic response by both the community and visitors alike. Mondays have shown increased use of patio tables and Al Fresco sites. Going forward the goal is to strengthen the tourism sector year-round in particular shoulder season development.

2021-2022 Lights On Stratford installations for Tom Patterson Island Journey to the Stars, Shakespearean Gardens of a Thousand Lights, Market Square Sky Castle and The Festival Avon Theatre were presented. The program will run from December 17, 2021 – January 28, 2022 inclusive of the holidays 5 – 10pm daily. All locations will open simultaneously with the theme being Jour*ney. Security has been coordinated. The program has been shortened to 6 weeks from last year's 3 months projection because last year the timing was part of the recovery response and the format saw new installations opening every 2 weeks. It is recognized that otherwise it is too long. Light levels are best in January.

Q. Malott noted that bridge repair through the Engineering Department is scheduled to start in November. He indicated he would speak with staff regarding the ability to alter



BOARD OF PARK MANAGEMENT

project timing. [Follow-up: Engineering Department will delay the repair project for Tom Patterson Island bridge until February 2022 following the completion of Lights On.]

Mr. Gribble anticipates community pop-up to coincide with Lights On and they are enthusiastic to work with groups to light up Stratford.

Finally, he indicated that their efforts in designing and implementing installations are with sensitivity and they remain prepared to maintain the program throughout the future. No vandalism issues have occurred at all.

Resolution: To approve the Lights On Stratford program 2021-2022.

Mover: D. Hanly

Seconded: S. Maguire

Carried.

2664. MINUTES:

Objective: The minutes from the July 13, 2021 Zoom meeting provided for approval.

Resolution: That the minutes of the July 13, 2021 meeting be approved.

Mover: J. Lamb

Seconded: Councilor Beatty

Carried.

2665. ART-IN-THE-PARK AGREEMENT RENEWAL:

Objective: To consider renewing the agreement with the Stratford Art-in-the-Park Association for use of lands on Lakeside Drive for a further three-year term. The agreement expires October 31, 2021.

Background and Analysis: This agreement has been in place since approximately 1998. The department does not have any concerns.

Financial Impact: Rental revenue will be as follows:

2022 - \$1900

2023 - \$1950

2024 - \$2000

The above rental fee is in addition to the \$145 per participant fee [increased from \$140] we collect for vendors who do not already have an established business within the City of Stratford.



BOARD OF PARK MANAGEMENT

Due to Covid-19, Art-in-the-Park did not operate in 2020 or 2021 and therefore no revenue was collected.

Staff Recommendation: That the Board renew the agreement with the Stratford Art-in-the-Park Association for use of lands on Lakeside Drive for a further three-year term to October 21, 2024.

Resolution: To approve.

Mover: D. Hanly

Seconder: S. Maguire

Carried.

2666. CRP PLASTIC BENCHES:

Councilor Henderson bringing forward the possibility of incorporating CRP plastic benches in the park system instead of the current black metal benches.

Councilor Henderson explained that the Accessibility Committee has worked in implementing CRP accessible tables that are comfortable, require no painting maintenance in locations such as Ballantyne Avenue, Moderwell Street, Erie Street and Crane Avenue. She questioned whether benches made of the same material and costing approximately \$500 - \$600 each would be a viable alternative to the metal benches currently offered in the memorial bench program.

Q. Malott indicated that CRP products are and will be used in other areas. Bleachers at Optimist Park Baseball, Frisbee Golf posts & bases, and Al Fresco tables are examples. The memorial bench program will continue to use the Cassidy 6' Arch Back Benches for uniformity. Due to saturation, only old wooden benches cemented in at locations in the main park system [i.e. Tom Patterson Island, Lake Victoria, Shakespearean Gardens and Upper Queens Park] are being removed and replaced with the Cassidy Arch Back Metal Benches.

D. Hanly noted that some of the CRP replacement boards at the Upper Queens Park Bandshell seating appear to have warping. Staff indicated that the old wooden boards were removed and replaced with CRP boards. The bowing is likely a result of the existing bracing and span.

Chairman Orr suggested that the CRP benches would be a good fit for locations that are in urban forest areas and outlying parks. It was recognized that these benches could be plaqued also.



BOARD OF PARK MANAGEMENT

Staff Recommendation: Continue with the black metal bench program for replacement of wooden benches in the context of the memorial donation program. However, there are other unique areas such as the Old Grove and sports field settings where CRP plastic benches may be of benefit.

2667. TED BLOWES POLLINATOR PEACE GARDEN WALK:

Objective: Barb Hacking is requesting through Communities in Bloom to stencil butterflies every 15 – 20 feet from the Upper Queens Park Bandshell washroom area through to the Pollinator Peace Garden. This will allow people of all ages to follow the butterflies and connect the areas.

Q. Malott affirmed that Ms. Hacking will be using a stencil format to create the butterfly walk and will review the plan with him in advance.

Staff Recommendation: No concerns.

Resolution: To approve as requested.

Mover: Councilor Beatty **Seconded:** Councilor Henderson **Carried.**

2668. SANTA'S PARADE OF LIGHTS – 2021:

Brad Hernden Manager of Recreation & Marketing advising for the Board's information that the Santa's Parade of Lights event will occur along Lakeside Drive on Sunday, November 28, 2021 from 3:00 – 7:00pm.

2669. TENNIS CLUB WINTER TENNIS AGREEMENT:

Objective: Chairman Orr bringing forward Winter Tennis Club Lease contingent upon review completion by City of Stratford legal counsel in time for the meeting.

Chairman Orr indicated that Tennis Stratford has been in communication with Tennis Canada. The draft agreement was forwarded to city legal council Paula Lombardi. The agreement will be ready for review by the next Board meeting or sooner if the Tennis Club requires a more rapid turnaround.

J. Lamb advised the Board that she had received concerned feedback from a couple of Stratford Tennis Club members regarding the involvement of a corporate for-profit entity facilitating the winter tennis club initiative.



BOARD OF PARK MANAGEMENT

Chairman Orr discussed the process to date that included an overwhelming vote by the Stratford Club membership to move forward with the winter tennis initiative. The profits from offering winter tennis will be minimal when all the costs are taken into consideration. Further that the Board of Park Management authority to manage leases in the park is unique in Canada.

The winter tennis dome will be smaller than discussed in the original plan as there are different court surfaces. The majority are clay and are the preferred courts by members. One of the two asphalt courts will be converted to clay, one will remain to facilitate practice and lessons the Stratford Tennis Club offers to members, especially youth. The dome will only cover the clay courts because of the required humidity levels.

2670. OTHER BUSINESS:

Chairman Orr asked members to review the July 13, 2021 Minutes Item #2660 Memorial Tree Proposal regarding plaquing prior to the next meeting so it can be considered.

J. Lamb noted an increase in goose feces around Lake Victoria. Staff indicated that the goose management program goal was not to eliminate the population entirely recognizing there will always be some because of the body of water in the centre of the community which is surrounded by corn fields. The program runs from March to October with a break for 2-week period while the young are molting. The dogs will be present in the fall while they are migrating to keep them moving. The contract requires annual renewal through the tendering process. This is the third full year, first year started late due to the approval process. The program is a victim of its own success, meaning that since populations are dramatically reduced the temptation is to conclude that it can be suspended. Avoiding the birth of new goslings is key as they will return annually and in a two year span the population would double. Behind the scenes 175 eggs were removed in spring 2021. Residential storm water ponds are not part of the program except for The Fields because otherwise they would end up in the Avon River once they grow.

Councilor Beatty indicated that it is important to note the difference between resident geese and transient geese. The objective is to reduce the resident geese and the program must be ongoing. He acknowledged how seriously staff take this initiative.

Next Board of Park Management meeting is Monday, November 1, 2021.

Motion to adjourn at 4:29pm by S. Maguire, seconded by J. Lamb.

Communities in Bloom
October 7, 2021



Communities in Bloom Advisory Committee

MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on October 7, 2021 at 11:30 a.m., electronically.

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

Staff Present: Casey Riehl – Recording Secretary

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

1.0 Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 11:44 a.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes

Motion by Kimberly Richardson

Seconded by Cindy Carlson

THAT the minutes from the Communities in Bloom Advisory Committee meeting dated September 9, 2021, be adopted as printed. Carried

4.0 Business Arising from Previous Minutes

a) CIB Website Update – Kimberly Richardson

Kimberly Richardson reported that she and Barb Hacking have met to organize and update the information to be posted on the City's website. Ms. Richardson will put all the information together and send the package to Mike Beitz, Corporate Communications Lead, to post.

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b) Update from CIB National – Councillor Beatty

Councillor Beatty reported that today is the day that the National Symposium is being held virtually. He is hopeful that Stratford will be successful in their submission of the Hope is Growing campaign and garden.

c) Garden of Hope Update (Confederation Park) – Barb Hacking

Barb Hacking reported that the Garden of Hope is still blooming with sunflowers. Volunteers are planting new sunflowers every two weeks to keep the garden going. They will also be taking out the canna lilies soon before the frost hits. Ms. Hacking advised she had discussed maintenance of the gardens with staff and the City will be taking back the maintenance of the Hope is Growing Garden. Ms. Hacking and volunteers will continue to maintain the Ted Blowes Memorial Garden.

Ms. Hacking reported that the Parks Board has approved the stenciling of butterflies on the sidewalk from the playground leading to the butterfly garden. People can follow the butterflies to the garden.

Ms. Hacking reported that Communities in Bloom was successful in receiving another Shareable Moments grant. This grant is for \$5,000.00 to be used towards the lighting of the bridge in Confederation Park as part of Lights on Stratford. The types of lights that are being installed will be permanent and can change colours depending on the holiday or special occasion.

Motion by Kimberly Richardson

Seconded by Cindy Carlson

THAT the Communities in Bloom Advisory Committee spends up to a maximum of \$1,500.00 for the purchase of materials to subsidize the balance of the lighting project on the Bridge of Hope in Confederation Park. Carried

d) Member Terms Ending November 30, 2021

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.

5.0 New Business

a) Clean Up Campaign – Kimberly Richardson

Kimberly Richardson inquired if the CIB Committee would support her sending some information to Mike Beitz regarding a fall clean up. She will contact the City's Waste Reduction Coordinator to confirm fall clean up dates.

b) Clean up on Foreman/Matilda Streets – Cindy Carlson

Cindy Carlson raised the concern of the amount of litter found along both Foreman Avenue and Matilda Street leading to both the secondary schools. She suggested

Communities in Bloom
October 7, 2021

posting an anti-litter ad on the school's website to encourage the students not to litter. She also suggested that garbage cans could be added along these streets. Additional garbage cans at some of the corners and parking lots along the way may help the situation. Kimberly Richardson and Cindy Carlson will contact both the secondary schools to see if there is a way to get information out to the students.

6.0 Upcoming Events

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

7.0 NEXT MEETING DATE – Thursday, November 4, 2021 at 12:00 p.m., electronically.

8.0 ADJOURNMENT

Motion by Councillor Henderson

Seconded by Kimberly Richardson

THAT the October 7, 2021 Communities in Bloom Advisory Committee meeting adjourn. Carried

Meeting Start Time: 11:44 A.M.

Meeting End Time: 12:16 P.M.