



BOARD OF PARK MANAGEMENT

A meeting of the Board of Park Management was held on **Monday, September 9, 2024, at 3:30 p.m.** in the **Community Hall Lobby Meeting Room** at the Rotary Complex

PRESENT: Vice-Chair Kimberley Richardson, Maureen Cocksedge, Carolyn Cuerden, Craig Machan, Sheri Maguire, Councilor Henderson.

ABSENT WITH REGRETS: Chairman Hanly, Councilor Beatty.

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

MINUTES

2817. DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

The Municipal Conflict of Interest Act requires any member of a local Board of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member 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 The Board and to otherwise comply with the Act.

None declared.

2818. MINUTES:

Objective: The minutes from the June 3, 2024 meeting provided for approval.

Resolution: **That the minutes of the June 3, 2024, meeting be approved.**

Mover: C. Machan

Seconder: S. Maguire

Carried.

2819. ANNUAL PERPETUAL EVENTS IN PARK SYSTEM:

Objective: To inform the Board of upcoming events.

Background and Analysis: Special Event Applications and letters of request provided by Events Coordinator Heather Denny for the Board's awareness. All events are recurring and have received historical approval in principle. Stratford Public Library [SPL] Events provided as a courtesy as they fall under reciprocal agreement.

- October 19, 2024 Walk n Roll L'Arche



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- October 19, 2024 6th Annual Lantern Parade
- November 11, 2024 RCL Remembrance Day

No action required.

Staff requested to consult recreation department regarding washroom facilities.

2820. LIGHTS ON STRATFORD 2024/2025 SEASON:

Objective: Provide the Board of Park Management with an overview of the LOS program. Two locations include Market Square and Tom Patterson Island.

Background and Analysis: Lights on Stratford to continue with displays in Market Square and on Tom Patterson Island utilizing a similar footprint for installations.

Staff Comments: Special Events Application and site plan[s] provided for the Board's awareness. No action is required.

2821. SHAKESPEAREAN GARDENS WOODEN BRIDGE:

Objective: Nathan Bottema, Project Engineer, Infrastructure Services providing analysis regarding Shakespearean Garden inspection. Recommendations provided and feedback required from the Board of Park Management regarding bridge project.

Background and Analysis: BM Ross conducted an inspection of the Shakespearean Garden Bridge on July 24, 2024 in response to concerns raised in-house. Engineering department conducts regular bridge inspections as mandated. All bridges in Ontario are required to undergo general maintenance inspections at least twice a year and detailed inspections every two years¹. These inspections are conducted under the direction of a professional engineer using the Ministry's Ontario Structure Inspection Manual (OSIM). The Inspection Manual requires biennial inspections of all provincial and municipal bridges.

The recommendation that came back was to either reinforce or replace this bridge. Engineering is of the opinion that reinforcing this bridge again will be a temporary solution and would prefer to see this bridge replaced installed with prefabricated steel structure over a wooden bridge. The OSIM report from 2019 recommended replacement in 1-5 years. Access to the east approach is challenging and the bridge does not adhere to AODA standards. To make it AODA compliant, the approach and grade of the bridge would have to be significantly different.



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Engineering sets funds aside to budget for bridge work but a design must be produced first as part of the process.

The bridge existing within parkland requires Board of Park Management input into the project. The question before the Board is whether to accept Engineering's recommendation to replace the bridge with steel as suggested endeavouring to ensure AODA accessibility and reflect historic aesthetics in design.

Staff Comments: Allow Infrastructure Services Department to design an AODA compliant bridge and return to the Board for review/approval.

Q. Malott to consult with Engineering staff regarding cost of project.

C. Cuerden to investigate if there is any historical significance to the bridge and island.

K. Richardson will consult with families who have memorial benches on bridge regarding relocation if bridge is not replaced. Opportunity for collaboration with indigenous community to reinvent the space.

Board to return to subject at October meeting.

2822. STRATFORD PUBLIC LABRYINTH:

Objective: John and Leslie Wright are continuing to work on the Stratford Public Labyrinth. Robert Ritz (Architect) is creating a proposed site plan and artistic rendering.

Background and Analysis: The Wright's will provide the design to the Board when it is ready for approval. They have been speaking with various service organizations in Stratford to explore the possibility of working with them. The Wright's are asking if the Board would consider allowing proposed organizations logo to be present on signage. Or alternatively permit content such as, "The Stratford Public Labyrinth, another project assisted by *Organization Name*."

Staff Comments: For the Board's consideration.

Resolution: To allow community organization logo or recognition statement on information board that will be installed following completion. Board of Park Management to approve signage.

Mover: M. Cocksedge

Seconded: S. Maguire

Carried.



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2823. CULTURAL COMMUNITY CELEBRATION:

Objective: Darcy Drummond, Manager of Recreation and Marketing letter of request forwarded to the Board for review/approval for this first-time event. The City of Stratford's Recreation Division was awarded a federal government New Horizon's Grant. Through this grant a Cultural Community Celebration will take place on Saturday October 5th from 11:00am to 2:00pm in queens Park, in partnership with Multi-Cultural Association of Perth Huron and the Mayor's Office.

Background and Analysis: Programming will be offered in Upper and Lower Queens Park. Six 10' x 10' canopy tents will be erected as part of the event and weighted with sandbags with cultural booths set-up underneath. Two food trucks will be onsite to sell food to event participants. Various cultural performances are scheduled at the Upper Queens Park Bandshell during the event. Attendee participation will be encouraged in cricket and yoga demonstrations as well as yard games and activities hosted by Early ON and the Stratford Public Library. City of Stratford Day Camp staff and municipal staff volunteers along with St. Johns ambulance will be present for oversight and assistance.

Staff Comments: To support the event in consultation with the Parks, Forestry and Cemetery Manager on event set-up. Review following completion and add to perpetual approval list for future years if applicable.

Discussion regarding planning process as it relates to the Special Events Application. Councilor Henderson recognized that it was coordinated by the Manager of Recreation utilizing grant funds with stipulated use by end of 2024. Board identified a number of event components not addressed in the request letter directing that all events be processed through special events application.

Resolution: To permit the event as outlined with an amendment to locate food trucks in laneway behind Upper Queens Park Concession Booth because the Stratford Festival will be in operation and coach busses will be parked in location identified.

Mover: Councilor Henderson **Seconder:** C. Machan **Carried.**

2824. OTHER BUSINESS:

Invasive Plants: Q. Malott is forwarding a copy of the Invasive Specie plan to Board members. To consult with Craig Merkle from Energy & Environment Committee and/or Vanni Azzano representing UTRCA to discuss plan at the October 7th meeting.



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Swans: S. Maguire enquired as to the location and number of swans. Q. Malott informed the Board that there are 9 – 10 swans remaining in the herd. They have been spending a lot of time in secluded locations such as down stream at the SCC and/or water retention ponds.

Upper Queens Park Concession Booth: Vice Chair Richardson enquired about the status of the Concession Booth. Feasibility of maintenance and use in future discussed. Q. Malott suggested the Board consider the costs associated with renovation/operation versus replacement with an open-air Pavilion in the area. Such a facility is present in most communities and would provide optimal use to the community and visitors alike. Staff to provide update at next meeting.

Next regularly scheduled meeting of the Board is Monday, October 7, 2024 3:30pm.

Motion to adjourn by C. Cuernden, seconded by S. Maguire at 4:40pm.