



# Communities in Bloom Advisory Committee

## MINUTES

A meeting of the Stratford Communities in Bloom (CIB) Advisory Committee was held on Wednesday, June 5, 2024 at 3:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

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

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

**Also Present:** Rebecca Doutre – CIB, Executive Director, Sonia Parrino – CIB, Programs Specialist

**Regrets:** Cindy Carlson

### 1. Call to Order

Councillor Beatty, Chair presiding, called the meeting to order at 3:07 p.m.

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

Reading of the Respectful Workplace Policy.

### 2. Declarations of Pecuniary Interest

None declared.

### 3. 2025 CIB National Symposium Debrief

Rebecca Doutre and Sonia Parrino visited Stratford today to tour venues and accommodations in preparation for the 2025 CIB National Symposium to be hosted by the City of Stratford. Stratford CIB members will work towards securing speakers, finalizing tour locations and finalizing the contract for the Rotary Complex. Councillor Beatty has met with Tim Wolfe, Director of Community Services, and he has agreed to

sign off on the contract for the Rotary for Thursday to Sunday. CIB National reps will reconnect with all the event venues and hotels to get contracts signed off on. They will also finalize if they will use the hotel space for Sunday or the Rotary for Sunday. A shared document outlining tasks and plans will be created for both CIB National and CIB Stratford to work on collectively.

\*Barb Hacking and Mary-Ann Krutila now present at the meeting at 3:18 p.m.

Sonia Parrino will set up a virtual meeting on Tuesday, June 25, 2024 at 10:00 a.m.

\*Rebecca Doutre and Sonia Parrino no longer present at the meeting at 3:20 p.m.

#### **4. Adoption of the Previous Minutes**

**Motion by** Carys Wyn Hughes

**Seconded by** Barb Hacking

**THAT the minutes from the Communities in Bloom Advisory Committee meeting dated May 9, 2024 be adopted as printed. Carried**

#### **5. Update from Council Committee Coordinator**

Vicky Trotter, Council Committee Coordinator addressed the Committee and thanked members for all the work they do with the Communities in Bloom Advisory Committee and stated the City is grateful that they take the time out of their busy lives to help their community.

Ms. Trotter informed members that moving forward, in her new role as the Council Committee Coordinator, twice per year she will be drafting a report to Council updating them on what all the Advisory Committees are working on. The City will also be doing spotlights on Advisory Committee's, which will be posted on social media and will be an opportunity to highlight what Communities in Bloom is working on.

#### **6. Business Arising from Previous Minutes**

##### **6.1 Update on Ted Blowes Garden**

Barb Hacking reported that the chatter bench in the garden has been re-painted to cover up the graffiti. Ms. Hacking will inquire about special graffiti paint or wipes that can be used on the bench. The garden is all planted now, incorporating a lot of orange in it for this year's CIB theme.

## **6.2 Update on CIB Garden Fling**

Unfortunately, it was a very cold and rainy day for this year's CIB Garden Fling at the Stratford Farmers Market. The Committee did not purchase as many flowers as past years, and there was the perfect amount for this year. Barb Hacking will return the CIB flags and table toppers to the Clerk's Office.

## **6.3 2024 CIB National Update/Judging Plans**

The judges will be flying into Pearson Airport on Sunday, July 21, 2024. Councillor Beatty does not have the time of arrival yet and plans can be set for that day once that is confirmed.

Councillor Beatty has a draft itinerary that is similar to previous years and can be adjusted accordingly. There were discussions on many new options for the judges visit. Members were asked to provide any new ideas to Councillor Beatty that might be incorporated this year.

Vicky Trotter has a draft of the profile book that includes everyone's updated information, pictures and comments for their sections. She will re-send it out to all members after today's meeting for feedback and further updates. If members have any new content or ideas after the discussion at today's meeting, please forward to Ms. Trotter as soon as possible.

## **6.4 2025 National Symposium**

Kimberly Richardson inquired if a Committee member could be appointed as a main point of contact with the CIB National reps to streamline communication. Mary-Anne Krutila agreed to act as the point of contact.

Members discussed the budget for attending this year's National Symposium in Charlottetown and who is interested in attending. Councillor Beatty stated that there is a small amount of budget for the symposium, however any members are welcome to attend and cover their own expenses. There is \$4,500.00 in the budget line for CIB judging expenses and Symposium expenses. With the judges visiting Stratford this July, it may not leave a lot in the budget to cover expenses for the symposium.

Members would like to attend Charlottetown and feel it is important for preparations for hosting here in Stratford in 2025. It may be an option to request if Council will give CIB an additional budget amount to cover this.

**Motion by** Councillor Henderson  
**Seconded by** Kimberly Richardson  
**THAT the Communities in Bloom Advisory Committee requests an additional \$5,000.00 from Stratford City Council to assist with covering or reimbursing travel and registration costs for CIB members to attend the 2024 National Symposium in Charlottetown, PEI from October 17-20, 2024 in preparation for hosting the 2025 National Symposium in Stratford. Carried**

## **6.5 Landscape Design Plan Update**

No new updates.

Barb Hacking will make arrangements to meet with Scott Wentworth over the summer to have a plan in place for budget discussion in September.

## **6.6 Update on SDSS Eco Club Community Garden**

Barb Hacking reported that they have met with the students that are creating the website for the garden. Councillor Beatty inquired if there will be students available to meet with the judges when they visit. Ms. Hacking stated that students will be available and perhaps a student or students who worked on the website could be available to show the judges their website. Councillor Beatty will add the students into the itinerary on the Monday and will confirm an exact time closer to the date.

Christine Ritsma provided a list of items required for the garden. Vicky Trotter will follow up with Ms. Ritsma for more details and to inquire if these items have already been purchased or if CIB can assist with purchasing them.

\*Mary-Anne Krutila is no longer present at the meeting at 4:08 p.m.

## **7. New Business**

### **7.1 2024 CIB Budget Review & Update**

Vicky Trotter reviewed the remaining budget amounts with CIB members:

- \$4,000.00 – judging/symposium expenses
- \$5,000.00 – 30<sup>th</sup> Anniversary CIB project
- \$1,100.00 – Ted Blowes Garden/Pollinator Pathway/CIB Garden

- \$1,000.00 – events (Market Day, Pumpkin Parade, CIB Anniversary)
- \$1,000.00 – student/youth engagement

With regard to the 30<sup>th</sup> Anniversary CIB project, Councillor Beatty will contact Quin Malott, Cemetery Manager, Parks & Forestry Manager, to discuss ideas for a 30<sup>th</sup> Anniversary project.

## **8. Upcoming Events**

- CIB National Judges Visiting Stratford – July 21-23, 2024
- 2024 National Symposium (Charlottetown, PEI) – October 17-20, 2024

## **9. Date of Next Meeting**

The next meeting of the CIB Advisory Committee will be held on Thursday, July 4, 2024, at 12:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford.

## **10. Adjournment**

**Motion by** Carys Wyn Hughes

**Seconded by** Councillor Henderson

**THAT the June 5, 2024 Communities in Bloom Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 3:07 P.M.

Meeting End Time: 4:24 P.M.