



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

Date:	February 13, 2025
Time:	4:30 P.M.
Location:	Council Chamber, City Hall
Sub-committee Present:	Councillor Beatty - Chair Presiding, Councillor Henderson - Vice Chair, Councillor Wordofa
Regrets:	Councillor Briscoe, Councillor Sebben
Staff Present:	Tim Wolfe - Director of Community Services, Miranda Franken - Council Clerk Secretary, Audrey Pascual - Deputy Clerk

1. Call to Order

The Chair called the Meeting to Order.

Councillor Sebben and Councillor Briscoe provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Respectful Conduct 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

No disclosures of pecuniary interest were made by a Member at the February 13, 2025, Community Services Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Director of Community Services

4.1 Stratford and District Agricultural Society Use of City Facilities (COM25-001)

Staff Recommendation: THAT City Council approve the five-year [2025 to 2029] Memorandum of Understanding with the Stratford and District Agricultural Society to support the use and rental of city facilities;

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

Sub-committee Discussion: The Director of Community Services reviewed the report, highlighting the following:

- the previous Memorandum of Understanding (MOU) having been a 2 year term 2023 and 2024;
- the updated MOU having been reevaluated and reviewed together with the Agricultural Society (Ag Society);
- included changes to the updated MOU being as follows with full support from the Ag Society board:
 - a 5 year term;
 - an updated discount strategy as outlined in the report;
 - the Ag Society now covering the cost to remove and reinstall the Fieldhouse flooring for the Fall Fair.

Discussion on this matter occurred between Sub-committee and Staff. Highlights of the discussion included:

- the Fieldhouse flooring cover being used for all other events including the Pork Congress;

- the flooring removal being necessary for the Fall Fair and the Cattle Show as the original design accommodates the stable posts to anchor in the concrete;
- the Cattle Show coordinated the week prior to the Fall Fair to allow for one removal and reinstallation of the floor with the Fall Fair covering the cost; and
- the Agriplex sound system, including fire and sound, approved in the 2025 budget, aiming to be completed before the Fall Fair.

Motion by Councillor Henderson

Sub-committee Recommendation: THAT City Council approve the five-year [2025 to 2029] Memorandum of Understanding with the Stratford and District Agricultural Society to support the use and rental of city facilities;

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

Carried

5. Department Update

Sub-committee Discussion: The Director of Community Services provided the following highlights from the department update:

- snow removal being primary focus in all facilities including parks, forestry and cemetery;
- other duties continuing including maintenance of picnic tables, swan care and tree pruning;
- parks department student recruitment for Recreation and Forestry close to completion;
- cemetery internments continuing year-round;
- recreation and programming having remaining funds from the New Horizons Seniors Grant and using them towards a collaboration with Kasentha/Two Row Now and the Falstaff Centre to offer a beading class;
- City collaborations with outside partners including Tai Chi launched Tuesday evenings in the City Hall auditorium;

- advertisements to increase use of auditorium facilities;
- the Police Station ramp having been installed and staff waiting for the automated door installation with some deficiencies to be addressed;
- the Allman roof being near completion;
- recruitment for seasonal washroom Attendant Student Positions in process;
- Capital Project for 2024, the Transit Bus Wash station work having begun with anticipated completion the week of February 17, 2025;
- OnDemand ridership being steady and the mobility bus numbers increasing;
- staff challenged to keep up with the demand and looking forward to the expansion for the third bus to help; and
- the third bus not requiring additional staffing, as part time staff will be utilized.

6. Advisory Committee/Outside Board Minutes

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

- Communities in Bloom Advisory Committee minutes of October 3, November 7, and December 5, 2024

7. Next Sub-committee Meeting

The next Community Services Sub-committee meeting is March 6, 2025, at 4:30 p.m. in the Council Chamber, City Hall.

8. Adjournment

Motion by Councillor Wordofa

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

Carried

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:43 P.M.