



Corporation of the Municipality of South Huron
Communities in Bloom
Agenda

Wednesday, October 2, 2019, 6:30 p.m.
Olde Town Hall - Verity Room

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Pages

1. Call to Order

2. Agenda

Recommendation:

That the Agenda for October 2, 2019 be approved, as presented.

3. Disclosure of Pecuniary Interest and the General nature Thereof

4. Minutes

1

Recommendation:

The South Huron Communities in Bloom Committee adopts the minutes of September 4, 2019 as presented.

5. Chair's Comments

6. Discussion

7. Work Plan Review

7.1 Update on Work Plan High Priorities

7.2 Review of Work Plan Medium Priorities

7

7.3 Organization Statement

8

8. Budget Update

9

No changes since August 29, 2019.

9. Communications

9.1 Resolution from September 16th Council Meeting re 75th tulips FYI

The following Resolution was passed at the September 16, 2019 Regular Council Meeting:

Resolution #456-2019

That South Huron Council receive the draft minutes of September 4, 2019 and accept the recommendation of the Communities in Bloom Committee and support the request for tulips for the 75th anniversary of the Liberation of Netherlands; and

That Council support the proposed location of the Parkette.

Moved: A. Neeb

Seconded: M. Vaughan

Carried

9.2 Rebekah Msuya-Collison - Clerk for South Huron re information on sub-committees and insurance coverage

11

10. New Business

11. Adjournment

Recommendation:

That South Huron Communities in Bloom Committee hereby adjourns at pm, to meet again on or at the call of the Chair.



Corporation of the Municipality of South Huron
Communities in Bloom
Minutes

Wednesday, September 4, 2019, 6:30 p.m.
Olde Town Hall - Verity Room

Members Present: Debbie Mountenay, Chair
 Dorothy Henderson, Vice Chair
 Aaron Neeb, Council Representative
 Beth Cooper
 Glen Nicholson
 Cathy Seip

Member Regrets: George Wilson

Staff Present: Rebekah Msuya-Collison, Director of Legislative Services/Clerk,
 Recording Secretary

1. Call to Order

Chair Mountenay called the meeting to order at 6:34 p.m.

2. Agenda

Agenda was amended to add an update from Member Henderson on the Kirkton Fair under item 6 and to move the Work Plan Review to Item 10.

Motion: 22-2019

Moved: Cathy Seip

Seconded: Dorothy Henderson

That the Agenda for September 4, 2019 be approved, as amended.

Disposition: Carried

3. Disclosure of Pecuniary Interest and the General nature Thereof

None.

4. Minutes

The Committee asked the Clerk for clarification on bringing resolutions forward for Council consideration prior to the Committee approval of the draft minutes.

Motion: 23-2019

Moved: Aaron Neeb

Seconded: Glen Nicholson

The South Huron Communities in Bloom Committee adopts the minutes of July 3, 2019 as presented.

Disposition: Carried

5. Chair's Comments

Chair Mountenay asked the members why the Committee belongs to the Communities in Bloom Association and why do they compete. The Committee discussed the benefits of belonging to the association and the current status hanging baskets, weeds and watering of flowers in South Huron. The Committee noted that it is the job of the CIB to raise awareness and reach out to others and that this is important nationally and internationally.

Member Neeb updated the Committee on the issues with the hanging baskets this year.

The Committee discussed reaching out to Lucan to see if he would present how their program works. Chair Mountenay advised she will contact.

The Committee discussed the budget and the BIA budget for flowers and discussed reaching out to the BIA about possible collaborative opportunities and duplication. The Committee discussed identifying their role and capacity and challenges of an advisory group and embracing and promoting other groups.

6. Discussion

6.1 Kirkton Fair Update - Member Henderson

Member Henderson updated the Committee of the theme of Wheelbarrows and advised that they made displays of wheelbarrows, mums, bales, cornstalks, grasses, other flowers and preserves.

7. Budget Update - as of August 28, 2019

The Chair reviewed budget and noted that the workplan will help make a case for funding.

8. Communications

8.1 Yarmouth, Nova Scotia - Communities in Bloom - National Symposium on Parks and Grounds

8.2 Dixie Amerongen - Netherlands Liberation 75th Anniversary Tulips

Chair Moutenay provided a background on the request and added that this would be further discussed as part of the workplan.

9. New Business

Member Nicholson noted there are heritage items held by individuals of the community. The Committee discussed encouraging citizens to at least take pictures of the items to preserve for future generations.

10. Work Plan Review

10.1 Update on Terms of Reference Revisions

This item was deferred as the Committee is focusing on creating the workplan. The Committee asked to have the Communities in Bloom Mission Vision Statement attached to the agenda of the next meeting.

10.2 Creating a Work Plan - Projects, Strategies and Tactics

The Committee rated their top 5 priorities in the draft Work Plan and these are outlined in the attached High Priority Work Plan.

Committee asked the Clerk to provide clarification of sub-committees and insurance under their Terms of Reference. The Committee asked to bring back those items noted as medium priority on the work plan for discussion to next meeting.

Member Cooper left the meeting at 7:50 p.m.

Motion: 24-2019

Moved: Aaron Neeb

Seconded: Glen Nicholson

That South Huron Communities in Bloom recommend to South Huron Council that they support the request for tulips for the 75th anniversary of Liberation of Netherlands; and

That the tulips are planted this fall at the Parkette.

Disposition: Carried

11. Adjournment

Motion: 25-2019

Moved: Aaron Neeb

Seconded: Cathy Seip

That South Huron Communities in Bloom Committee hereby adjourns at 8:19 p.m., to meet again on Wednesday, October 2, 2019 or at the call of the Chair.

Disposition: Carried

DRAFT

Draft High Priorities Workplan Communities in Bloom for 2019-2020

September 4, 2019

What	How? (Strategy)	Who?	Timeline (?)	Status
High Priority				
Create a volunteer gardening club	The Committee discussed bringing in a Master Gardener to help identify some potential ideas and areas for the Committee to focus on. The group noted that if there was a member from Stephen, then the Committee would have a floral group that represents the whole municipality. The Committee discussed enhancing the work of municipal staff. The Committee will plan first and then look for volunteers. Next steps include contacting groups such as the Horticultural Society to see how they started their volunteer gardening clubs, do a press release and start promoting and invite Martin Quinn to do a presentation to the Committee.	Members Cooper and Henderson will take lead on contacting Mr. Quinn.	Fall/Winter 2019/2020	In progress
Recognition of 75 th anniversary of liberation of Netherlands	<ul style="list-style-type: none"> a. Resolution made at September 4 CIB meeting to recommend support (orange/white tulips) b. Resolution to be submitted to Council for decision 	Megan Goss	September 2019	In progress
Work on "Welcome" signs at entrances to all communities but especially Exeter	<ul style="list-style-type: none"> a. Hear report from Carla Goodfellow b. Make a workplan for spring 2020 	Volunteer Gardening Club	Spring 2020	In progress

	CIB noted they already have a garden work plan for the entrances and next steps are for the Volunteer Gardening Club to be set up			
Annual Tree Sale	Change of location and monitor to see if sales increase - CIB noted they have a different target market for trees than ABCA	Cathy Seip	Spring 2020	In progress
Initiate an annual “let’s clean-up-South Huron” day	a. Engage 2 or 3 classes to canvas Exeter/Dashwood/Crediton/Huron Park to distribute bio-degradable plastic bags Discussion on hosting an event on Earth day that would meet school curriculum and encourage youth participation by inviting local students and including providing speakers, transportation and meal	Kids (grade 7/8); partner with Eco-Club at high school Corporate sponsor to buy bags; special sticker and/or environmental info (eg. Where discounted composters and rain barrels are available) Who will take lead?	Earth Day – Wednesday April 21 st	Not started

Draft Medium Priorities Work Plan Communities in Bloom for 2019-2020

September 4, 2019

What	How? (Strategy)	Who?	Timeline (?)	Status
Medium Priority				
Survey/replacement/repair of benches	<ul style="list-style-type: none"> a. 2 members of CIB do a SH tour making note of needed bench repairs b. Meet with lions? Town staff 	Partner with lions club? Pass on findings to SH Maintenance person (who is in charge)	Better benches by May 24, 2020	Not started
Connect with High School Eco-club	<ul style="list-style-type: none"> a. Phone school; ask if 2-3 people from CIB committee could meet with Eco-club to see if any of our plans mesh with theirs 	Who will take lead	October 2019	Not started
Install rain barrels at Municipal buildings	<ul style="list-style-type: none"> a. Make request to Town Maintenance head suggesting specific places (priority given to halls/buildings where flowers are) 	Letter from CIB	Fall 2019	Not started
Develop walking tour of cemetery (famous/interesting people)	<ul style="list-style-type: none"> a. Research what other communities have done with hopes of writing one for SH cemetery 	Who is interested in this? Engage Arn Mathers in this project? Joanne Bowen?	Fall/Winter 2019-2020	Not started
Hire landscaping student to help with tree strategy	<ul style="list-style-type: none"> a. Research landscaping/coop placements 	Dorothy willing to research	Fall 2019	Not started
Better floral displays in hanging pots	<ul style="list-style-type: none"> a. Research what Lucan and Clinton do, must we always take the cheapest option? b. Order self-watering reservoirs 	Who is willing to take the lead in this?	Fall 2019	Not started
Garden of the Week	<ul style="list-style-type: none"> a. New signs distributed to appropriate homeowners 	All committee members	Summer, Fall 2020	
Sign Design on all towns and Villages				
Involve all of South Huron with Gardens, signs, flowers – so we look unified				

Communities in Bloom

Communities in Bloom is a Canadian non-profit organization committed to fostering civic pride, environmental responsibility and beautification through community participation and the challenge of a friendly competition.

From: [Sandy Becker](#)
To: [Alex Wolfe](#)
Subject: RE: Communities in Bloom - Year to Date
Date: Tuesday, September 24, 2019 11:09:59 AM

There is no change on YTD from last report

Sandy Becker
Director of Financial Services/Treasurer
Municipality of South Huron
519-235-0310 Ext 229

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From: Alex Wolfe
Sent: Tuesday, September 24, 2019 10:19 AM
To: Sandy Becker <sbecker@southhuron.ca>
Subject: Communities in Bloom - Year to Date

Hi Sandy,

Can you please provide the updated budget summary for CIB to be attached to the Agenda for the October 2 meeting?

Thanks,

Alex Wolfe
Administrative Assistant | Legislative Services/Clerk's Department
Municipality of South Huron
519-235-0310 x 224
awolfe@southhuron.ca
www.southhuron.ca

Communities in Bloom (as of August 29, 2019)

		2019 AnnualBudget	2019 YTDActual	% of budget used
Revenues				
10-519-5100-5515	Communities in Bloom - Tree Sales	3,700.00	2,106.17	57%
10-519-5100-5520	Communities in Bloom - Brick Sales	300.00	0.00	0%
	Total Revenue	4,000.00	2,106.17	53%
Expenses				
10-519-5100-6602	Communities in Bloom - Supplies Base	6,000.00	1,296.42	22%
10-519-5100-6602	Communities in Bloom - Supplies Trees	3,500.00	2,360.83	67%
	Total Expenses	9,500.00	3,657.25	38%

From: [Rebekah Msuya-Collison](#)
To: [Debbie Moutenay](#)
Cc: [Alex Wolfe](#)
Subject: Communities in Bloom - Follow-up
Date: Tuesday, September 24, 2019 5:08:51 PM

Hi Debbie,

As a follow-up from the last meeting, I was to provide information on sub-committees and insurance coverage for these individuals. The following clause is taken from the CIB Terms of Reference Membership Composition and Responsibilities section:

“Council authorizes the Committee to call upon members of the community, from time to time, in order to establish a working group to carry out or assist with specific projects. These community members shall be recognized as affiliate members that may submit items of concern; however do not receive a vote.”

The current Terms of Reference does provide for working groups. As for insurance coverage, any community members that are part of the working group will have to fill out a volunteer form to be covered under our insurance program, Committee members themselves are covered once they are named in the appointment By-law.

If you have any questions or would like more information, let me know.

Rebekah

Rebekah Msuya-Collison | Director of Legislative Services/Clerk
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