



A meeting of the **Stratfords of the World Committee** was held on the above date  
at 4:30 p.m. – 82 Erie Street, Stratford ON – Avon Room

**Present:** Joan Ayton, Wayne Whitehorn, June Wells, Susan Kummer, Councillor Tom Clifford, Ken Clarke, Donnalene Tuer-Hodes, Malorie Leonetti, Bill Andrus

**Staff Present:** Casey Riehl – Recording Secretary

**Absent:** Joyce Mohr

---

## MINUTES

### 1.0 CALL TO ORDER

Joan Ayton called the meeting to order at 4:30 p.m.

### 2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared

### 3.0 ELECTION OF 2019 CHAIR & VICE-CHAIR

Staff declared nominations for the 2019 Chair of the Stratfords of the World Advisory Committee Open.

Wayne Whitehorn nominated Joan Ayton.

Staff asked if there were any further nominations. No further nominations were made.

**Motion by Wayne Whitehorn, seconded by Councillor Clifford to close nominations for the 2019 Stratfords of the World Advisory Committee Chair. Carried.**

Joan Ayton indicated that she would allow her nomination to stand.

**Motion by Ken Clarke, seconded by Susan Kummer to elect Joan Ayton as the 2019 Chair of the Stratfords of the World Advisory Committee. Carried.**

Staff declared nominations for the 2019 Vice-Chair of the Stratfords of the World Advisory Committee Open.

Joan Ayton nominated Susan Kummer.  
June Wells nominated Ken Clarke.

Staff asked if there were any further nominations. No further nominations were made.

**Motion by Donnalene Tuer-Hodes, seconded by June Wells to close nominations for the 2019 Stratfords of the World Advisory Committee Vice-Chair. Carried.**

Susan Kummer indicated that she would allow her nomination to stand.  
Ken Clarke indicated that he would not allow his nomination to stand.

**Motion by Donnalene Tuer-Hodes, seconded by Wayne Whitehorn to elect Susan Kummer as the 2019 Vice-Chair of the Stratfords of the World Advisory Committee. Carried.**

#### **4.0 ADOPTION OF THE PREVIOUS MINUTES – November 1, 2018**

**Motion by Wayne Whitehorn, seconded by Ken Clarke to adopt the minutes dated November 1, 2018 as printed. Carried.**

#### **5.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **(a) Permanent SOTW Flower Bed**

At the last committee meeting, members discussed requesting a permanent flower bed in a visible location. The previous location was on the traffic island at the intersection of Lakeside Drive and Waterloo. After reaching out to the Parks Manager, Quin Malott suggested a new location in Upper Queen's Park near the bandshell. The flower bed already has a large rock in it, which would lend well to a permanent SOTW plaque. Members were very happy with Mr. Malott's offer of this flower bed. Wayne Whitehorn suggested the committee could send Mr. Malott a thank you for offering SOTW such a great location.

**Motion by Malorie Leonetti, seconded by Susan Kummer that the Stratfords of the World Advisory Committee accepts the Community Services Department offer to relocate the SOTW flower bed to the new permanent location in Upper Queen's Park. Carried.**

Staff will inquire if it is possible for the committee to have some input into the flowerbed for the reunion and how soon Mr. Malott would need to know a colour scheme or other requests for the 2020 flower bed. Ken Clarke suggested doing a tree planting like they did in New Zealand, planting a tree from each Country, possibly at a separate location.

**(b) 2020 Logo**

Joan Ayton has completed the work with the graphic designer for the draft logos. There are two 2020 logos and one SOTW logo that the committee can continue to use to represent the committee moving forward after the reunion. The committee has decided to request Council approve two 2020 logos. One logo will be used for communication, on letters, etc. The other logo will mainly be used on promotional items such as flags, markers, etc.

**Motion by Donnalene Tuer-Hodes, seconded by June Wells that the Stratfords of the World Advisory Committee pays \$423.75 to cover the cost of the designs of the two 2020 reunion logos and the SOTW Committee logo. Carried.**

**Motion by Susan Kummer, seconded by Councillor Clifford that the Stratfords of the World Advisory Committee requests Council approve the two proposed logo designs for the 2020 Stratfords of the World Reunion and the Stratfords of the World Committee logo. Carried.**

**(c) 2020 Planning Sub-Committee Meetings**

- The date of the 2020 Reunion is set for July 30 – August 6, 2020
- Wayne Whitehorn did an interview on air with Eddie Matthews
- Members attended the 55+ Living Show and handed out reunion flyers. This generated a lot of interest, with 20 people signing up for the newsletter and several have volunteered to be hosts during the reunion.
- Joan Ayton has sent out an e-mail to previous Stratford, ON delegates and have a total of 50 beds available so far.
- Joan Ayton has met with Finance staff to review registration questions, i.e. registration, invoice payments.
- Finance has already set up the electronic payment information to receive bank transfers for registration fees. The direction will be for each country to send one lump payment for all of their delegates.
- Ms. Ayton has confirmed with Finance that they are permitted to do fundraising and seek sponsorships for the reunion.
- SOTW is fully covered by the City's insurance for events that are organized on or off municipal property.

- The committee is committed to keeping the reunion in the City of Stratford as much as possible. Delegates are requesting to go to Niagara Falls. This will take place on the last day of the reunion. The committee will not be organizing the tour, a tour company will be taking care of all the arrangements and delegates can organize directly with the tour operator. The committee will keep it to two out of town tours.
- June Wells has redone the registration form. The registration information will go out no later than the end of July 2019 with a return date of no later than Nov. 1. Each country will collect their registration fee and make a single deposit before Dec. 1. Registration fee will be set for \$300.00-350.00.
- There will be an initial registration limit of 30 delegates from each country. Once the deadline has passed, spots will open up and can be made available to countries with more than 30 delegates.
- Wayne Whitehorn left a message with the mayor's office regarding arrangements for a civic event.
- Staff will clarify if there are any parameters on sponsorships and advertising
- Susan Kummer has some preliminary plans for tours – city tours on city buses, two out of town tours (max 8 hrs.) – one "East" tour and one "West" tour, meals vs. no meals included, separate Niagara Falls tour (arrangements made individually by delegates)
- Working to coordinate Summer Music events as much as possible into the free time. Plan to provide delegates with a schedule of all events happening during their time in Stratford. Will offer lists of other excursions people can book themselves, such as the Elora Gorge.
- Other suggestions of a nature tour, golf options (Bill Andrus) or go to a hockey game were also discussed.

**Joan Ayton**

Registration, communication with other countries, logo, promotion

**June Wells/Joyce Mohr**

All hosting arrangements – letter and form for host families to fill out

**Wayne Whitehorn**

Sponsorships, local communications

**Susan Kummer/Donnalene Tuer-Hodes/Ken Clarke**

Tours, venues, catering

**Concert**

Volunteers still needed\*

**(d) 2019 & 2020 Budget Update**

Joan Ayton reported that because SOTW is moving into a reunion hosting year, the committee had previously requested an additional \$5,000.00 for the 2019 budget. Finance informed her that they must use their reserve funds initially for any extra expenses incurred. Councillor Clifford reported that he has met the Director of Corporate Services and discussed the SOTW budget requests. He has requested that SOTW wait and request a \$10,000.00 budget

for 2020, instead of splitting it between 2019 and 2020. The committee will most likely just receive their usual \$800.00 yearly operating budget for 2019. All receipts are to be processed through the chair to forward onto staff.

**6.0 NEW BUSINESS**

**(a) Stratford Connecticut**

Joan Ayton reported that the old theatre in Stratford Connecticut burned down in the recent devastating fire. She has sent a letter to Connecticut from Stratford, Ontario.

**(b) SOTW Terms of Reference – Annual Review**

The committee reviewed the current terms of reference for Stratfords of the World and agreed that there were no updates required. Members did note the word "committee" was missing from the second paragraph under composition. Staff will add that in.

**7.0 NEXT MEETING DATE:** Thursday, March 21, 2019 – 4:30 p.m. – Avon Room

**8.0 ADJOURNMENT**

**Motion by Councillor Clifford, seconded by Ken Clarke to adjourn the meeting. Carried.**

Time: 5:25 p.m.