



**Pollinate Kingsville Committee
Minutes**

Tuesday, March 03, 2026, 06:00 PM
Kingsville Arena Complex
1741 Jasperson Drive
Kingsville, ON N9Y 3J4

Present:

Kimberly DeYong, Deputy Mayor
Alan Batke
Sue Novotny
Carol Dunn, Chair
Jessica Towle
Peggy Kennedy

Absent:

Erin Hemphill

Staff Present:

Toni Ramsey, Recording Secretary

A. Call to Order

The Chair called the meeting to order at 6:00 p.m.

B. Disclosure of Pecuniary Interest

The Chair asked members if there were any disclosures of pecuniary interest. None were noted.

C. Adoption of Minutes

Moved By: Sue Novotny

Seconded By: Jessica Towle

That the Minutes of the Pollinate Kingsville Committee meeting dated February 3, 2026, **be adopted** as presented.

Carried

D. Items for Consideration

D.1 Town Support for May Event

Toni Ramsey, Staff Liaison, informed the committee that a Part-time staff member will be scheduled to help with cash/debit sales at the Nature and Garden Show. Carol will provide Toni Ramsey with a request of scheduled hours required for event support.

Committee has requested 'Market Today' signage from the Special Event department. Volunteers and Committee members will be responsible for setup and take down of the requested signage. Carol will reach out to Special Events department to coordinate pickup and return of signage.

D.2 Calendar Invites

Carol will send dates related to the Work Plan and Special Events to recreation@kingsville.ca. Town staff will send out invites to Committee members. Council calendar invites will be sent out for specific events at the Towns discretion.

D.3 Letter to neighbours of York Park

Carol has crafted a letter for residents adjacent to York Park informing them of a future native plant bed installation. The letter has been sent to the Towns Supervisor of Communications, Marketing and Tourism Tara Hewitt for review. The Committee will hand out letters to residents once it has been approved.

D.4 Reaching out to Volunteers

Toni Ramsey, Staff Liaison informed the committee that there are two (2) approaches to recruiting volunteers.

1. The committee can recruit volunteers on their own and direct them to <https://www.kingsville.ca/volunteer/>. There they will be able to sign up for specific events they are interested in and complete the volunteer application required by the town.
2. If the committee requires more volunteers than they can recruit, they can reach out to Programs and Special Events Manager, Karen Loney for assistance.

D.5 Budget/balance

Toni Ramsey, Staff Liaison, presented the 2026 budget to the Committee. Additionally, she informed the Committee that \$9000 of the budget that was not spent for Communities in Bloom judging was set aside for future projects of the Pollinate Kingsville Committee as directed by Council. The fundraising amount of \$3801 from 2025 is being held and will be discussed at a future council meeting.

D.6 Finalizing Work Plan and Communication Plan

Committee Chair Carol reviewed the work plan and latest updates with Committee members. 'Mettawas' Landsdowne Avenue to Parks Street Greenway adoption location was confirmed by ERCA for 2026.

Moved By: Jessica Towle

Seconded By: Sue Novotny

The Committee moves to cancel the June 2, 2026 6:00 p.m. meeting at Kingsville Arena Complex. This will become a working date for ERCA cleanup.

Carried

D.7 ISA Update – Trees for pollinators

Toni Ramsey, Staff Liaison, formally requests the committee consider incorporating native tree planting to support pollinators into future projects when

possible. Staff Liaison suggested reaching out to ERCA for assistance with future project planning and possible grant funding.

D.8 Volunteer Appreciation Night

Toni Ramsey, Staff Liaison reminded Committee members of RSVP if they are interested in the Volunteer Appreciation Night at the Grovedale. They are entitled to bring a plus one (1).

D.9 Reimbursement for supplies

Moved By: Kimberly DeYong, Deputy Mayor

Seconded By: Alan Batke

Motion by Committee to reimburse Carol for display expenses related to the Nature and Garden Show totaling \$162.00.

Staff Liaison, Toni Ramsey reminded Carol to submit receipts to the Town for budget items.

Carried

E. Next Meeting Date

To cancel next committee meeting April 7, 2026 at 6:00p.m. to a working group.

Next regularly scheduled meeting of the Pollinate Kingsville Committee would be May 5, 2026 at 6:00 p.m. at the Kingsville Arena Complex

Lost

Committee will move forward with the regularly scheduled meeting on April 7, 2026 at 6:00 p.m. at the Kingsville Arena Complex. After the meeting has concluded work can be done to prepare for the Nature and Garden Show.

Toni Ramsey, Staff Liaison, will look into booking a room at the Kingsville Arena Complex to provide more space.

F. Adjournment

Moved By: Kimberly DeYong, Deputy Mayor

Seconded By: Peggy Kennedy

That the meeting **be adjourned** at 6:59 p.m.

Carried