



2007 Evaluation Form

Municipality: _____

Province: _____

Category: _____

**THIS VERSION OF THE EVALUATION FORM DOES NOT INCLUDE THE COMMENT PAGES
THAT ARE ADDED TO EACH CRITERIA IN THE FORMAL EVALUATION FORM**

The municipality is evaluated on the efforts of the community in the following criteria:

Tidiness	0	/	125
Environmental Awareness	0	/	125
Community Involvement	0	/	125
Natural and Cultural Heritage Conservation	0	/	125
Tree/Urban Forest Management	0	/	125
Landscaped Areas	0	/	125
Floral Displays	0	/	125
Turf and Groundcovers	0	/	125
	0	/	125
Total Marks :	0	/	1000

Percentage : _____

Bloom rating: _____

Mention : _____

Representative (s) of Community

Name: _____ Function : _____

Name: _____ Function : _____

Name: _____ Function : _____

Judges

Name: _____ Name _____

Evaluation date: _____

IMPORTANT NOTES:

All criteria are adjusted to the climate and environmental conditions of the municipality.

Some criteria might not be applicable: in such cases, scoring will be prorated.

The evaluation score may vary from the previous year based on the facts that the evaluation form is subject to modifications each year and that the evaluation is based on the perception of the current judges.

TIDINESS		
Tidiness of green spaces, medians, boulevards, sidewalks, streets, ditches, road shoulders, signage, vacant lots and buildings, with regards to garbage, weeds, maintenance and repair, dog droppings, notices/posters, graffiti and vandalism.		
	Max	Actual
Municipality / Public Properties		
☉ Tidiness, order, cleanliness and first impressions	10	
☉ Community anti-litter awareness and support for community organizations in clean-up efforts	9	
☉ Effective bylaws and/or policies and enforcement, operational programs for notices, posters and graffiti prevention / removal, derelict removal	9	
☉ Maintenance of public roads and shoulders: weed – free sidewalks, curbs, streets and roads, regular hard surface / street sweeping program	9	
☉ Condition of buildings and urban furniture: benches, litter and recycling containers	8	
Commercial / Industrial Sector		
☉ Tidiness, order and cleanliness	8	
☉ Condition of buildings, grounds, sidewalks and parking lots	8	
☉ Condition of urban furniture: benches, litter and recycling containers	8	
☉ Support – financial and/or in-kind - for community clean-up programs	8	
Service clubs, Schools, Churches, Not-for-profit groups		
☉ Support – financial and/or in-kind; Involvement – organization, participation; impact on the community	13	
☉ Tidiness, condition of buildings and yards	11	
Residential / Citizens		
☉ Tidiness, order and cleanliness	8	
☉ Condition of buildings and yards	8	
☉ Involvement in block or individual street tidiness	8	
Tidiness	125	0

ENVIRONMENTAL AWARENESS		
Sustainable development, policies and bylaws, waste reduction, landfill sites, hazardous waste collection, sewage disposal, transfer/recycle stations, recycling initiatives, Integrated Pest Management (IPM), water source, treatment and conservation, naturalization, environmental clean up activities and friendly transportation		
	Max	Actual
Municipality / Public Properties		
⊗ Sustainable development strategy: bylaws, policies and enforcement, guidelines and long-term planning/vision	10	
⊗ Waste management programs such as recycling, re-use, composting, shredding of Christmas trees, hazardous waste including e-waste collection, waste water treatment , Community outreach	10	
⊗ Water conservation and reduction programs: efficient appliance incentives or promotion, reduced reliance and efficient irrigation and use of non-potable water, water restriction policies	10	
⊗ Waste management plans and alternative storm water management: retention ponds, pervious hardscapes green roofs, shoreline erosion control programs		
⊗ Energy conservation programs such as: - Alternate forms of energy: geothermal, biomass, wind, solar - Conversion programs for efficient lighting and shielding for night skies issues - Promotion of energy audits and energy efficient buildings and landscapes - Greening of operations fleet: conversion to higher efficiency vehicles, use of alternative fuels - Efficient use of vehicle fleet such as use of crew cabs, bicycles, smart cars for supervisors - Conversion of older maintenance equipment to more efficient and reduced emissions - Transportation management strategies: promotion and incentives of public transit and car pooling - Conversion of roads to integrate new bike lanes, expanded recreational pathways - Air quality programs: monitoring, anti-idling advisory / bylaws, promotion for the reduced reliance/use of high air polluting small engine equipment	14	
⊗ Use of Integrated Pest Management / Plant Health Care principles: timing, policy, bylaws	6	
⊗ Initiatives such as: - Innovation: through green buildings, green roofs; reuse of sites and buildings - Green procurement policies (use of local products, material energy lifecycle considerations) - Brownfield redevelopment, remediation	6	
Commercial / Industrial Sector		
⊗ Participation in the environmental effort	6	
⊗ Corporate environmental innovation / stewardship, initiatives, activities	6	
⊗ Sustainable development strategies, safety and emergency preparedness	6	
⊗ Energy efficient buildings / landscapes.	6	
⊗ Greening of operational fleet and equipment.	6	
Service clubs, Schools, Churches, Not-for-profit groups		
⊗ Support – financial and/or in-kind	7	
⊗ Involvement –organization, participation	7	
⊗ Impact of efforts on community	7	
Residential / Citizens		
⊗ Participation in the environmental effort	9	
⊗ Involvement / support / direction to municipality	9	
Environmental awareness	125	0

COMMUNITY INVOLVEMENT		
Citizens' involvement in various community projects, including horticulture and garden clubs, service groups, recreation and sports clubs, school children, teens, seniors, municipal workers and local businesses		
	Max	Actual
Municipal / Public Properties		
⊗ Volunteer recognition	8	
⊗ Support – financial and/or in-kind for volunteer activities	8	
⊗ Information and educational programs	8	
⊗ Promotion of local businesses, products, tourism	8	
⊗ Organization/facilitation of local events/festivals, fundraising, support – financial and/or in-kind	8	
⊗ Innovation; involvement with youth / seniors and other initiatives towards broader social inclusion	7	
Commercial / Industrial Sector		
⊗ Involvement in community projects, volunteer initiatives, community outreach programs	10	
⊗ Sponsorship – financial and/or in kind – of the local CIB program	10	
⊗ Innovation; involvement with youth / seniors and other initiatives towards broader social inclusion	10	
Service clubs, Schools, Churches, Not-for- profit groups		
⊗ Support – financial and/or in-kind	8	
⊗ Involvement –organization, participation	8	
⊗ Impact of efforts on community	8	
Residential / Citizens		
⊗ Involvement in projects / programs	8	
⊗ Participation in community programs	8	
⊗ Fundraising and other initiatives	8	
Community involvement		
	125	0

NATURAL AND CULTURAL HERITAGE CONSERVATION		
Heritage policies, bylaws and natural heritage management plans; preservation and restoration of buildings, homes, churches, monuments, artefacts, sites, parks, heritage gardens, trees; preservation of traditions and customs; festivals/celebrations; heritage foods and the arts; museums and history, archives, Architectural Advisory Committee		
	Max	Actual
Municipality / Public Properties		
⊗ Heritage policies, by-laws, procedures and enforcement.	10	
⊗ Natural and cultural heritage management plan and preservation initiatives: cultural landscapes, use of native plants, heritage gardens, trees	10	
⊗ Preservation, restoration and reuse programs	8	
⊗ Information and support programs	6	
⊗ Promotion of heritage by Historical Society, Heritage Committee, Tourism Association	5	
⊗ Interpretative and signage programs, walking tours, museums, festivals/celebrations	6	
⊗ Cultural heritage programs: first nations, explorers, first and subsequent settlers	5	
⊗ New programs and initiatives; Open Door programs	5	
Commercial / Industrial Sector		
⊗ Conservation, restoration and reuse of sites/buildings	7	
⊗ Building façade and improvement plan. (original colours, styles, materials, lighting)	7	
⊗ Participation in municipal, provincial or federal programs	7	
⊗ Innovation; participation in Open Door programs, promotion of local heritage	7	
Service clubs, Schools, Churches, Not-for-profit Groups		
⊗ Support – financial and/or in-kind	7	
⊗ Involvement –organization, participation	7	
⊗ Impact of efforts on community	7	
Residential / Citizens		
⊗ Conservation / restoration and reuse of sites / buildings	7	
⊗ Preservation of traditions, customs, food and crafts	7	
⊗ Participation in heritage community events/activities	7	
Natural and Cultural Heritage Conservation	125	0

TREE / URBAN FOREST MANAGEMENT		
Written policies, bylaws and regulation plans both long and short-term. Distribution of trees, inventory, variety, suitability, new plantings, main street programs, new survey developments, preservation of heritage trees, commemorative trees, woodlots, succession planting, Plant Health Care and Integrated Pest Management, qualified/trained individuals (volunteer or on staff)		
	Max	Actual
Municipality / Public Properties		
⊗ Policies, regulations and tree by-laws, tree protection and planting on public and private lands	10	
⊗ Plan of action: procurement, species diversity, selection of hardy species with potential to contribute towards	10	
⊗ Strategic, Management, Operational and Emergency Plan in place, an inventory of trees, demonstration of good planting techniques and a maintenance program	8	
⊗ Measures to preserve, protect, manage and expand woodlots	7	
⊗ Qualified personnel and crew training	7	
⊗ Integrated Pest Management/Plant Health Care, plan of action for invasive pest detection and control, information on current infestations and diseases	7	
⊗ Participation and recognition in programs such as Green Streets Canada	7	
Commercial / Industrial Sector		
⊗ Concept, design and planting for commercial enterprises	7	
⊗ Maintenance programs	7	
⊗ Existing tree protection and preservation during construction: in by-law and in practice	7	
⊗ Involvement and promotion of tree planting programs and conservation through groups such as Business Improvement Associations	7	
Service Clubs, Schools, Churches, Not - for - profit groups		
⊗ Support (financial and/or in-kind) and involvement (organization and participation)	11	
⊗ Impact and maintenance	10	
Residential / Citizens		
⊗ Selection of varieties – inclusion of native, hardy species	10	
⊗ Maintenance	10	
Tree / Urban Forest Management		
	125	0

LANDSCAPED AREAS		
This criteria supports all efforts to create an environment wherein plants form an essential element of the overall surroundings; design and suitability for location and use; native and introduced materials; balance of plants, materials and constructed elements; harmony (colour, texture, shape); tasteful integration of hard surfaces and art elements; standards of maintenance.		
	Max	Actual
Municipality / Public Properties		
⊗ First impressions of the community including gateway / entrance treatments	10	
⊗ Development of policies, standards and best practices	7	
⊗ Plan of action: distribution through the community	8	
⊗ Urban and civic design standards for streetscape and other public places: flags, banners, public art, fountains, site furnishings, lighting design, walkways and paving materials, control of signage	7	
⊗ Specifications for planting (with suitable varieties) and maintenance	7	
⊗ Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping	6	
⊗ Site rejuvenation, rehabilitation and maintenance (life cycle management)	6	
⊗ Qualified personnel (including seasonal staff) and training	7	
Commercial / Industrial Sector		
⊗ Innovation in concept and design	6	
⊗ Public involvement: support – financial and/or in-kind, participation	6	
⊗ Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping	6	
⊗ Contribution to urban and civic design and public greenspaces above and beyond requirements: public art, streetscape, site furniture, fountains	6	
⊗ Adequate ongoing maintenance (life cycle management)	6	
Service clubs, Schools, Churches, Not-for-profit groups		
⊗ Support (financial and/or in-kind) and involvement (organization and participation)	9	
⊗ Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping	9	
Residential / Citizens		
⊗ Streetscape appeal of landscapes	7	
⊗ Overall maintenance	6	
⊗ Inclusion of sustainable plant materials	6	
Landscaped Areas	125	0

FLORAL DISPLAYS		
Arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses), originality, distribution, location, diversity and balance, colour, harmony, quality and maintenance. These pertain to flowerbeds, carpet bedding, containers, baskets and window boxes.		
	Max	Actual
Municipality / Public Properties		
⊗ Diversity of displays: flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, mosaics	12	
⊗ Plan of action: programs, distribution through community. Concept and design including sustainable design	12	
⊗ Diversity of plants: annuals, perennials, bulbs, grasses, woody plants, natural flora	12	
⊗ Quality, maintenance, best practices	10	
⊗ Qualified personnel (including seasonal staff) and training	7	
Commercial / Industrial Sector		
⊗ Concept and design	9	
⊗ Quality and maintenance	9	
⊗ Contribution to overall floral program	9	
Service clubs, Schools, Churches, Not-for-profit groups		
⊗ Support (financial and/or in-kind) and involvement (organization and participation)	12	
⊗ Concept, design, selection and maintenance on their own properties	11	
Residential / Citizens		
⊗ Arrangement, diversity, colour	11	
⊗ Quality and maintenance	11	
Floral Displays		
	125	0

TURF AND GROUNDCOVERS		
Quality, naturalization, use of groundcovers and wild flowers, turf management (manicured to rough), maintenance (mowing height and frequency), Integrated Pest Management (IPM) / Plant Health Care, fertilization programs, irrigation and water restrictions. Areas include private homes, public buildings, municipal and private sports fields and athletic parks		
	Max	Actual
Municipality / Public Properties		
⊗ First impressions; plan of action, distribution of turf and ground cover areas	14	
⊗ Diversity / species, types of plantings / drought tolerance	8	
⊗ Turf Management / Integrated Pest Management / Plant Health Care, alternative solutions to diseases and infestations	8	
⊗ Review of maintenance plans to consider increased naturalization, alternate mowing frequency for reduced and more efficient operations	8	
⊗ Information programs for water requirements, mowing frequency and height, rain gardens	8	
⊗ Qualified personnel (including seasonal staff) and training.	7	
Commercial / Industrial Sector		
⊗ Concept and design, use of alternative ground covers	8	
⊗ Quality and maintenance	8	
⊗ Site naturalization	8	
Service clubs, Schools, Churches, Not-for-profit groups		
⊗ Support (financial and/or in-kind) and involvement (organization and participation)	14	
⊗ Quality and maintenance	10	
Residential / Citizens		
⊗ Concept and design, use of alternative ground covers	8	
⊗ Quality and maintenance	8	
⊗ Participation in lawn watering conservation programs	8	
Turf and Groundcovers	125	0

Evaluation Checklist / Questions on organization:

Yes	No	N/A	
			Were the judges provided with the completed "Municipal Information Form" upon their arrival ?
			Were the judges provided with the Community Profile Book and other pertinent material ?
			Was there an initial orientation meeting with introductions ?
			Did the itinerary provide for seeing an adequate cross section of the community?
			Were the community representatives knowledgeable about the community and all criteria?
			Were the judges able to ask questions and modify the schedule if they thought that there was not enough time spent on a judging criteria ?
			Did the judges meet with the media?
			Were the judges asked to give presentations?
			Were the judges able to meet with and talk with the volunteers?
			Was there enough time allotted to view the community?
			Was there enough time allotted to start the evaluation form in a quiet place?

Description of the Community

Special Projects