

CANADA DAY COMMITTEE
DRAFT Minutes of Meeting
Held on Monday, May 2, 2016 at 6:30 p.m.

Attendees Present: Marie Buscomb (Chairperson); Jean Libbey; Ruth Thomas; Marilyn Warnock; Anne Hutchinson; Marjorie Watts, Robert Lavallée; Denise Lavallée (Secretary).

Attendees Absent: Bonnie Wellman, Wayne Fraser (Council Representative)

1. Call to Order

Meeting was called to order at 6:35 p.m. at the Calabogie Community Centre.

2. Approval of Agenda

Motion to approve by Marie.

3. Approval of minutes from last meeting

Motion to approve by Denise.

4. Review of last meeting

Members reviewed the Canada Day Activity Matrix for 2016 that contains all of the activities for 2016. The following items were updated in the Matrix:

Under Food

- Meal: Inserted confirmed
- Removed Calabogie Pizzeria from Activity column
- Cotton Candy/Snow Cone/Ice Cream activity: inserted Victoria's name in the Resp/Contact column
- Inserted Chip Wagon in Activity column; inserted Griffith in Resp/Contact column; inserted confirmed

Under Events for Canada Day

- Minnow Race and Fish Pond: Inserted Marie to contact Victoria regarding confirmation
- Bingo: Inserted confirmed
- Prize table: Inserted confirmed; inserted Marie to recruit volunteers from Catholic Church
- Crown and Anchor: Inserted Robert & Denise Lavallee as volunteers; removed text that indicates "Calabogie Seniors to run again?"; inserted timeframe 4pm to 9 pm – 1- hour shifts recommended; inserted Denise to recruit 2 more volunteers from Seniors Club inserted confirmed. Secretariat Note: Denise contacted Marie/Dave Larabie and they will not be able to volunteer this year.
- Scavenger Hunt: Inserted Marjorie to recruit 2 volunteers; inserted confirmed
- Face Painting: Inserted Shirley Corneau will do face painting from 4:00 p.m. to 6:00 p.m. and Jean Libbey will do face painting from 6:00 p.m. to 8:00 p.m.; inserted 1 volunteer needed to assist Jean from 6 to 8 pm
- Christian Farmers: Inserted confirmed
- Music: Changed the cash float amount from \$1050 to \$900
- Official Opening: Changed responsibility from Marie to Ruth Thomas; inserted Invite the Mayor. Secretariat Note: Ruth contacted the Mayor and she accepted. Inserted confirmed

- Singing of National Anthem: Inserted Marie to contact School principal to request that children sing at 4 pm
- Talent Show: Inserted letter needed from Township to school; inserted Open to kids up to 15 years of age; inserted \$20.00 Prize; inserted \$20 in Cash Float column
- Bicycle Decoration Contest: Inserted Open to kids 4 to 12 years of age; Canada Day Theme; Prizes: 1st and 2nd Place ribbons and Participation ribbons or buttons

Under Other

- OPP Display: Inserted Victoria Thomas in the Resp/Contact column
- Race Car: Inserted outstanding
- RCMP: Removed Participation Confirmed and inserted Outstanding
- Advertising: Inserted Marie Buscomb's name in the Resp/Contact column
- Donations: Removed Donations and inserted Safety Vests for Volunteers; inserted Marilyn Warnock in the Resp/Contact column; Removed Cash Donation letter....; inserted 12 Safety Vests donated by Calabogie & District Snowmobile Club Executive. Secretariat Note: Denise sent an electronic thank you letter to the Calabogie & District Snowmobile Club Executive care of Marilyn Misener, Secretary.
- Art Guild: In the Resp/Contact column inserted Marjorie Watts to talk to Dwyene McNabb
- Golf Carts: Inserted Marjorie Watts in the Resp/Contact column
- Woman's Institute: Inserted confirmed

Under Coordination Activities

- Electrical: Inserted confirmed
- Street Closure: Inserted Victoria presented report to Council
- Entrance Points: Inserted Firemen in Resp/Contact column. Inserted Marilyn Warnock as a volunteer; inserted confirmed
- Volunteer Coordination: Inserted Anne Hutchinson in Resp/Contact column
- Removed Ticket sale location activity
- Added to activity: Cooler with water bottles for volunteers; inserted Marie Buscomb in Resp/Contact column

5. New Ideas for Canada Day

- Volunteers to sell at breakfast: Marie to contact Lorraine Manley who sells jewelry; Sharon Ladouceur of the Catholic Church to be contacted regarding garage sale, bake sale; Ruth to contact Chris Gordon about craft sale
- T-Shirts: Marie to contact Gilks Signs & Trophies regarding T-Shirt Sale.
- Canada Post: Marilyn to contact Canada Post regarding the cost of inserting posters in the mail boxes in Calabogie

6. Next Meeting

The next meeting will be held at the Calabogie Community Centre on Monday, June 6, 2016 at 6:30 p.m.

7. Adjournment

The meeting adjourned at 8:30 p.m. Motion made by Marie and seconded by all.