

CANADA DAY COMMITTEE
DRAFT Minutes of Meeting
Held on Monday, July 11, 2016 at 6:30 p.m.

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

Attendees Absent: 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

Marie informed members that she does not find the matrix document easy to follow. She provided a document for members to follow.

Secretariat Note: The Matrix document is updated to show the outcome of the event.

5. Budget

Band - \$600 paid out

Float - \$100 went back to the Township

T-Shirts - \$100 went back to Township. \$700 made in sales

Talent Contest - \$35 went back to the Township

6. Canada Day Event

Members discussed at length the outcome of the event on July 1, 2016.

Due to the fire ban at Level 2 the fireworks were cancelled and due to the rain the following activities did not take place:

- Talent contest
- St. Joseph's Choir
- Official opening by mayor
- Library
- Christian Farmers

The mayor attended the event and stayed for quite a while but since there was nobody assigned to introduce her the opening ceremony did not take place.

Due to the rain the band (Buck Fifty) stayed only until 7:30 pm. The band was paid in full and is booked again for next year.

The following recommendations were made by members for the planning of next year's event:

- Need big signs at entrances: NO DOGS, NO ROLLER SKATES AND NO BIKES ALLOWED
- Inform band where to park
- Have a back-up plan in case of rain. The back-up plan could be at the church and the community hall
- Set up a place with a microphone and assign a Master of Ceremony to introduce mayor, choir, talent show, etc.
- Ensure that there are donation box at every entrance. (One box was missing this year).
- Assigned numbers may be useful for Face Painting
- Prepare a site map and post at each end of the street.
- Have volunteers sell T-Shirts at the breakfast
- If there is a bike contest, mark off an area with tape or something so that it is safer for the kids to move around with their bikes.
- the Volunteer Coordinator will prepare and share the volunteer schedule with volunteers as well as include emergency numbers

The secretary will send thank you letters to the following:

- Rick Fleming for the golf carts
- Women's Institute for \$200 donation
- Mayor for her attendance
- Ontario Power Generation (Jennifer Gardiner) for \$500 donation

7. Next year Events and Venues

Marie advised that we may need to change our plan to have a two-day event next year.

Marie to contact Glenda and invite her at our August meeting to discuss the plan for the 2017 Canada Day event.

The Committee needs to have a representative from the Township at our committee.

8. School Involvement for Canada Day 2017

Marie to talk to Rorie, principal of St. Joseph Catholic School.

9. Service Club Involvement for Canada Day 2017

Marie, please provide your comments as I do not have anything recorded for this item.

10. Seniors Involvement for Canada Day 2017

Denise to talk to Mary Beth about doing something such as a play (20 minutes or so). Denise also suggested doing line dancing.

11. Ontario Power Generation

In 2017, Ontario Power Generation plan on doing tours of the dams at Barrett and Mountains Chutes with possible busing.

12. Grants Available

Marie informed members that there are grants available. Victoria will let Marie know the budget before the next meeting in August.

13. Fireworks – July 30

Fireworks are planned for July 30th. Decision by Township to close street at 5:00 pm. Marie to talk to Victoria about moving the street closure time to 7:00 pm.

Jean will try to arrange sale of hot dogs, bags of chips, and soft drinks.

14. Other Business

Denise informed Marie that she will not continue in her functions as secretary.

At the August 9th meeting a secretary as well as volunteers will need to be assigned for Canada Day 2017.

Fireworks are planned for July 30th with beer garden to open at 7:00. Jean will try to arrange sale of hot dogs, bags of chips, and soft drinks.

15. Next Meeting

The next meeting will be held at the Calabogie Community Centre on Tuesday, August 9, 2016 at 6:30 p.m.

16. Adjournment

The meeting adjourned at 8:15 p.m.