

Committee Meeting Minutes

2024 Wilmot Canada Day Task Force Meeting

Tuesday, April 9, 2024, 6:30 P.M.

Wayne Roth Meeting Room – Wilmot Recreation Complex

Members Present:

- M. Weber
- K. Chiasson
- A. Stevenson
- P. Mackie
- K. Gray
- B. Safri
- L. Divita
- R. Unrau
- N. Salonen
- W. Pearson
- S. Martin

Staff Present:

- M. O'Krafka, Manager of Community Services
- K. Bos, Supervisor of Legislative Services / Deputy Clerk
- D. Kell, Manager of Communications and Strategic Initiatives
- G. Dubrick, Manager of Parks & Facilities
- C. Catania, Director of Community Services

1. CALL TO ORDER

Moved by: P. Mackie

Seconded by: B. Safri

THAT the 2024 Wilmot Canada Day Event Task Force Meeting on April 9, 2024 be called to order at 6:30 p.m.

Motion Carried

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Chair R. Unrau read the Territorial Land Acknowledgement.

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF THE AGENDA

Moved by: A. Stevenson

Seconded by: L. Divita

THAT the Agenda as presented for April 9, 2024 be adopted.

Motion Carried

5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

There were no disclosures of pecuniary interest.

6. MINUTES OF PREVIOUS MEETING(S)

Moved by: L. Divita

Seconded by: M. Weber

THAT the Minutes of the March 12, 2024 2024 Wilmot Canada Day Task Force meeting be adopted as presented.

Motion Carried

7. DELEGATIONS

Item 9.5.2 Volunteer Recruitment Sub-Committee

- Lillianne Dunstall
- Scott Dunstall

8. CORRESPONDENCE

8.1 Correspondence from Mike Rice Regarding Integrity Commissioner Report IC2023-01

8.2 Correspondence from Norm Macpherson Regarding Top Shot Interactive Hockey Experience

Committee Member A. Stevenson requested that the Committee Administrator bring back more information on Item 8.2 Correspondence from Norm Macpherson Regarding Top Shot Interactive Hockey Experience.

9. REPORTS

9.1 COMMITTEE ADMINISTRATOR REPORT

Committee Administrator, M. O'Krafka provided a verbal report including the following items:

- Grand River Inflatables
- SOCAN license
- Erik Traplin
- Rain Date for Fireworks
- St. John's Ambulance Station

Members asked and received a response from staff on the following:

- Electrical outlet availability.

Moved by: B. Safri

Seconded by: K. Gray

THAT Committee Administrator M. O’Krafka be the designated Task Force Member to approve expenses through the Canada Day Trust Fund; and

THAT Committee Administrator M. O’Krafka report back at each meeting an itemized listing of revenues and expenses

Motion Carried

Moved by: P. Mackie

Seconded by: L. Divita

THAT the 2024 Wilmot Canada Day Event Task Force agree to a rain date for the Fireworks of August 6th

Motion Carried

Moved by: B. Safri

Seconded by: M. Weber

THAT Committee Administrator M. O’Krafka enter into an agreement with St. John Ambulance to offer a First Aid Station at an upset limit of \$500.00.

Motion Carried

9.2 COMMITTEE MEMBER REPORTS

9.2.1 R. Unrau

Chair, R. Unrau provided a verbal report on the following:

- Update from the Building Department on the tent and stage.
- The DRAFT sponsorship package presented in Item 9.5.1

- Update schedule, and site plan as presented in Item 9.9

9.9 PROPOSED SCHEDULE OF EVENTS

Chair R. Unrau provided a verbal update on the proposed schedule of events.

9.2.2 B. Safri

Committee Member, B. Safri provided a verbal report on the following:

- Sunrise Ceremony
- Land Acknowledgement at the Opening Ceremonies
- Participation of Crow Shield Lodge as a vendor

9.2.3 M. Doucet

In their absence Committee Member, M. Doucet, Committee Member, K. Chiasson presented the verbal report on the following:

- Sensory Corn Bin
- Agricultural components of the event
- Face Painters

9.2.4 P. Mackie

Committee Member, P. Mackie provided a verbal report on the following:

- Fireworks

9.3 COMMUNITY ENGAGEMENT

Mayor N. Salonen provided a verbal report on the following:

- Community engagement and approaching other community groups
- Ethiopian Orthodox Church in Petersburg interest in participation in the event
- Golden Triangle Sikh Association in Petersburg interest in participation in the event

9.5 SUB-COMMITTEES

Committee Administrator, M. O'Krafka introduced each sub-committee and the delegated roles and responsibilities.

9.5.1 Event Sponsorship/Donations Sub-Committee

Mayor N. Salonen provided comments on potential donations from local MP and MPP offices.

Moved by: N. Salonen

Seconded by: B. Safri

THAT the DRAFT Sponsorship package be received for information; and,

THAT the Committee defers sponsorships/donations to a sub-committee comprised of S. Martin, R. Unrau and A. Stevenson to report back to the Committee at the April 23, 2024 Task Force meeting.

Motion Carried

9.4 2024 WILMOT CANADA DAY LOGO

Committee Member, L. Divita presented the logo options.

Committee Member B. Safri provided comments on the inclusion of the red feather, and the intention behind including Indigenous symbols in the logo.

Moved by: B. Safri

Seconded by: K. Chiasson

THAT the Committee agrees to proceed with Logo Option #6 for the 2024 Wilmot Canada Day Event.

Motion Carried

9.5.2 Volunteer Recruitment Sub-Committee

The following individuals made a delegation to the Committee for Item 9.5.2 Volunteer Recruitment Sub-Committee:

- L. Dunstall
- S. Dunstall

Moved by: S. Martin

Seconded by: A. Stevenson

THAT the Committee defers volunteer recruitment to a sub-committee comprised of M. Weber, K. Gray, and K. Chiasson to report back to the Committee at the April 23, 2024 Task Force meeting.

Motion Carried

9.5.3 Community Engagement Sub-Committee

Moved by: K. Chiasson

Seconded by: L. Divita

THAT the Committee defers community engagement to a sub-committee comprised of P. Mackie, N. Salonen and B. Safri to report back to the Committee at the April 23, 2024 Task Force meeting.

Motion Carried

9.5.4 Marketing and Promotion Sub-Committee

Moved by: A. Stevenson

Seconded by: M. Weber

THAT the Committee defers marketing and promotion to a sub-committee compromised of members L. Divita and M. Doucet to report back to the Committee at the April 23, 2024 Task Force meeting.

Motion Carried

9.5.5 Vendors Sub-Committee

Moved by: N. Salonen

Seconded by: P. Mackie

THAT the Committee defers vendors to a sub-committee comprised of B. Safri, and K. Chiasson to report back to the Committee at the April 23, 2024 Task Force meeting.

Motion Carried

9.6 MUSIC AND ENTERTAINMENT SUB-COMMITTEE REPORT

Members of the Music and Entertainment Sub-Committee provided a verbal report on the following:

- Sound system and sound checks

- Stage
- Music acts
- Emcee services
- Set times
- Liability insurance for musical performers

Committee Administrator, M. O'Kafka volunteered to reach out to Rob Esposito on the cost of providing emcee services.

The Music and Entertainment Sub-Committee will report back with a recommendation for the committee to consider on April 23, 2024.

Moved by: B. Safri

Seconded by: K. Chiasson

THAT the Committee approves the Music and Entertainment Sub-Committee to proceed with an upset limit of \$5500.00 for music and entertainment services; and

THAT the Music and Entertainment Sub-Committee report back with more information to the April 23, 2024 meeting.

Motion Carried

9.7 FOOD VENDOR

Committee Member R. Unrau introduced the notice of motion.

Committee Members asked and received a response on the following:

- Definition of primary food vendor
- If there would be other food vendors at the event
- Other vendor opportunities

Moved by: K. Gray

Seconded by: S. Martin

THAT the Committee agrees to have the Optimist Club of New Hamburg be the primary food vendor for the 2024 Wilmot Canada Day Event.

Motion Carried

9.8 ADDITIONAL MEETING DATES

Moved by: B. Safri

Seconded by: K. Gray

THAT the Committee agrees to add the following dates to the 2024 Wilmot Canada Day Event Task Force meeting schedule;

- Wednesday, May 22, 2024
- Tuesday, June 25, 2024

Motion Carried

10. ANNOUNCEMENTS

11. ADJOURNMENT

Moved by: A. Stevenson

Seconded by: K. Chiasson

THAT we do now adjourn to meet again at the call of the Chair.

Motion Carried