

Committee Meeting Minutes

Wilmot Canada Day Task Force Meeting

Tuesday, January 21, 2025, 6:30 P.M.

Wayne Roth Meeting Room – Wilmot Recreation Complex

1291 Nafziger Rd,

Baden, ON

N3A 0C4

Members Present:

- J.Divita
- L. Divita
- M. Doucet
- P. Mackie
- S. Martin
- A. Stevenson
- E. Penner
- S. Hammer

Staff Present:

- M. Okrafka, Manager of Community Services
- K. Bos, Manager of Legislative Services / Municipal Clerk
- C. Eby, Supervisor of Parks & Facilities
- C. Lichti, Facilities Scheduling Clerk

1. CALL TO ORDER

In the absence of the Chair the Committee Secretary called the meeting to order.

Welcomed the newly appointed members Janet Divita, Susan Hammer and Ed Penner.

Moved by: A. Stevenson

Seconded by: L. Divita

THAT the Wilmot Canada Day Event Task Force Meeting on January 21, 2025 be called to order at 6:30 p.m.

Motion Carried

By unanimous decision the Committee nominated J. Divita as Acting Chair for this evening meeting.

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Acting Chair J. Divita read the Territorial Land Acknowledgement.

3. ADDITIONS TO THE AGENDA

ITEM 9. COMMITTEE MEMBER REPORTS

- 9.5.2 Paul Mackie

4. ADOPTION OF THE AGENDA

Moved by: A. Stevenson

Seconded by: E. Penner

THAT the Agenda as presented for January 21, 2025 be adopted, as amended.

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

Moved by: M. Doucet

Seconded by: L. Divita

THAT the Minutes of the November 19, 2024 Wilmot Canada Day Event Task Force be adopted as presented.

Motion Carried

7. ADMINISTRATIVE BUSINESS

7.1 COMMITTEE INTRODUCTORY TRAINING

Manager of Legislative Services / Municipal Clerk, K. Bos presented to the Committee.

8. DELEGATIONS

There were no delegations.

9. REPORTS

9.1 COMMITTEE ADMINISTRATOR REPORT

Committee Administrator M. O'Krafka provided a verbal report on the following:

- Insurance requirements;
- Food Trucks; and,
- Fire Department participation.

9.2 2025 CANADA DAY EVENT LOCATION

The Committee deferred the vote on this item at the November 19, 2024 Wilmot Canada Day Event for more information to come back on fireworks at Norm Hill Park and Grandstands.

Cody Eby, Supervisor of Parks and Facilities was in attendance.

The Committee asked and received a response from staff on the following:

- Power options at Norm Hill Park;
- Music and Entertainment need to procure items;
- Cost-savings at Norm Hill Park;
- Drinking water station;
- Fireworks location at Norm Hill Park;
- Use of the ball diamonds at Norm Hill Park;
- Location of the Sunrise Ceremony in Norm Hill Park; and,
- Previous church service at Canada Day event;
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Moved by: E. Penner

Seconded by: A. Stevenson

THAT the Committee agrees to proceed with hosting the 2025 Canada Day Event at Norm Hill Park and Grandstand.

Motion Carried

9.3 SUB-COMMITTEE APPOINTMENT

The Committee discussed the formation of the various sub-committees at the November 19, 2024 Wilmot Canada Day Event Task Force Meeting.

Community Engagement & Vendors Sub-Committee members are M. Doucet and S. Martin.

Music and Entertainment Sub-Committee members are K. Gray and R. Unrau.

Council asked and received a response from staff on the following;

- Responsibilities of the Volunteer Co-ordinator;
- Size of the Event Sponsorship/Donations Sub-Committee;
- Federal grant funding received in 2024;
- ParticipACTION grant available for community events;
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Moved by: S. Martin

Seconded by: A. Stevenson

THAT the Committee appoints L. Divita and J. Divita to the Marketing and Promotion Sub-Committee.

Motion Carried

Moved by: S. Martin

Seconded by: A. Stevenson

THAT the Committee appoints A. Stevenson and S. Hammer to the Event Sponsorship/Donations Sub-Committee.

Motion Carried

Moved by: P. Mackie

Seconded by: S. Hammer

THAT the Committee appoints Ed Penner to the Volunteer Co-ordinator position.

Motion Carried

9.4 2025 EVENT SPONSORSHIP OPPORTUNITIES

Committee Member A. Stevenson provided an introduction to the proposed Event Sponsorship Package.

The Committee asked and received a response on the following:

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Moved by: P. Mackie

Seconded by: L. Divita

THAT the Wilmot Canada Day Event Task Force approves the 2025 event sponsorship package as presented.

Motion Carried

9.5 COMMITTEE MEMBER REPORTS

9.5.1 Janet Divita

Committee Member J. Divita provided a verbal report on children's activities at the 2025 Wilmot Canada Day Event.

9.5.2 Paul Mackie

Committee Member P. Mackie provided a verbal report on the Sunrise Ceremony and fireworks at the 2025 Wilmot Canada Day Event.

10. ANNOUNCEMENTS

There were no announcements.

11. ADJOURNMENT

Moved by: M. Doucet

Seconded by: S. Martin

THAT we do now adjourn to meet again on February 18, 2025 or at the call of the Chair.

Motion Carried