

Committee Meeting Minutes
Wilmot Canada Day Task Force Meeting

Tuesday, June 3, 2025, 7:00 P.M.
Wayne Roth Meeting Room – Wilmot Recreation Complex
1291 Nafziger Rd,
Baden, ON
N3A 0C4

Members Present:

- J. Divita
- L. Divita
- M. Doucet
- K. Gray
- S. Hammer
- P. Mackie
- S. Martin
- E. Penner
- B. Roth
- A. Stevenson
- R. Unrau

Staff Present:

- M. Dykstra, Supervisor of Legislative Services / Deputy Clerk
- M. Habel, Recreation Program Supervisor

1. CALL TO ORDER

Moved by: E. Penner
Seconded by: B. Roth

THAT this Special Meeting of the Wilmot Canada Day Event Task Force on June 3, 2025 be called to order at 7:00 p.m.

Motion Carried

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Chair R. Unrau read the Territorial Land Acknowledgement.

3. ADDITIONS TO THE AGENDA

7.5 Advertising - Budget Allocation

4. ADOPTION OF THE AGENDA

Committee Member A. Stevenson joined the meeting at 7:04 p.m..

Moved by: P. Mackie

Seconded by: M. Doucet

THAT the Agenda as presented for June 3, 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. DELEGATIONS

There were no delegations.

7. ADMINISTRATIVE BUSINESS

7.1 Fireworks Display - Budget Allocation

Committee Member S. Hammer introduced the matter, and P. Mackie provided an overview of the value gained from increasing the budget allocation for the fireworks display.

Committee Administrator M. Habel reminded the Committee that all invoices are due to the Township by June 6, 2025.

Councillor S. Martin joined the meeting at 7:10 p.m..

The Committee discussed the long-term financial viability of the Committee, and its fundraising efforts.

Moved by: A. Stevenson

Seconded by: E. Penner

THAT the Committee authorize an increase of \$5,000 to the budget allocation for the fireworks display.

Motion Carried

7.2 Activity Package - Budget Allocation

Committee Member S. Hammer introduced the matter. Committee Member M. Doucet provided the Committee with an overview of the options available with the existing vendor.

The Committee discussed activity package options that may be available for future Canada Day events.

Moved by: S. Martin

Seconded by: A. Stevenson

THAT the Committee authorize an additional budget allocation of up to \$1000.00 for the procurement of additional activities; and,

THAT the selection of the activity package be at the discretion of R. Unrau with the knowledge that the invoice must be submitted to the Township by June 6, 2025.

Motion Carried

7.3 Status Update re: Face Painting

J. Divita provided an update that volunteers have been found for face painting and the professional services budget allocation is no longer needed.

A. Stevenson requested that the Committee consider a budget allocation for the addition of a henna artist.

Moved by: A. Stevenson

Seconded by: K. Gray

THAT the Committee authorize an additional budget allocation of up to \$1500.00 for the addition of a henna artist at the event.

Motion Carried

7.4 Vendors and Community Groups

Committee Member M. Doucet and Councillor S. Martin provided an update to the Committee regarding the registered vendors and community groups.

Committee Administrator M. Habel will confirm who has the authorization to sign off on volunteer hours for high school students.

Committee Member P. Mackie departed the meeting at 8:09 p.m..

7.5 Advertising - Budget Allocation

Committee Member L. Divita provided an update to the Committee regarding the marketing budget, and the requirement for additional signage to acknowledge sponsors.

Moved by: M. Doucet

Seconded by: B. Roth

THAT the Committee authorize an increase of \$1000.00 to the budget allocation for the marketing activities.

Motion Carried

8. ANNOUNCEMENTS

There were no announcements.

9. ADJOURNMENT

Moved by: A. Stevenson

Seconded by: S. Hammer

THAT we do now adjourn to meet again on June 17, 2025 or at the call of the Chair.

Motion Carried