

## **Canada Day Committee**

**February 26, 2019**

**10:00 am**

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Councillor Amanda Collucci, Andrea Tang, Renee Zhang, Yvonne Lord-Buckley, Jing Yu, David Plant, Emma Girard, Fion Lau, Raquel (Student), and Laura Gold

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The Canada Day Committee staff meeting convened at 10:05 am.

### **1. PLANNING AND UNDERTAKING OF THE CANADA DAY COMMITTEE**

#### **Budget**

Andrea Tang, Senior Manager of Financial Planning provided an overview of the 2018 Canada Day Budget actuals. Some of her feedback included:

- Obtained a small budget surplus – subject to receiving all promised sponsorship funds - \$12,000 in sponsorship funds still to be collected;
- Need to find a more sustainable funding source (too heavily dependent on sponsorship);
- Challenge is finding revenue sources.

Committee provided the following feedback:

- Unsure if Miller will support the event in the future, as it is under new ownership);
- Cost of mist machine needs to be added to the Canada Day expenses;
- Le Parc meal cost will increase from \$13 to \$14 per person due to the minimum wage increase – asked to check with Le Parc if the price will still increase now that the minimum wage is remaining the same.

#### **Signage**

- Need to add cannabis as a prohibited substance to the signage (Emma to see if the sign can be updated by adding a sticker);

#### **Heritage Grant**

- Expecting to get a bundled grant, if successful will give \$32,000 to the Canada Day event.

#### **Sponsorship**

- Sponsorship Package for all City events has been circulated (including Canada Day Committee), so that the same organizations are not being continuously approached;
- Working on improving the process for collecting sponsorship funds.

### **News Conference**

- Suggested holding the conference on June 18 at 10:00 am (Yvonne Lord-Buckley to check the Mayor's availability).

### **Citizenship Court**

- Yvonne Lord Buckley to ask the Mayor's Office who will be responsible for overseeing citizenship court this year;
- Need to send a formal request to judge Albert Wong to be the judge for the citizenship court, noting he has already informally committed to undertake this task;

### **Senior's Luncheon**

- New Co-Chair assistant to takeover.

### **Food Vendors**

- maxed out the number of vendors;
- Could increase the vendor cost - possibly increase from \$300 to \$350.

### **Children's Entertainment**

- Could just have mascots and no superheroes to reduce the cost.

### **Promotion of the Event**

- Will use the same or more digital media to promote the event.

### **Parade**

- Yvonne Lord Buckley to proceed with the booking of the horse and carriage for the parade;
- Need to be clear how far participants have to walk;
- Possibly should have water bottles or first aid on route.

### **Fireworks**

- Will be the last year of a 3 year contract (cost to remain the same for the 2019 event);

- Possibly consider a laser show instead of fireworks when negotiating the fireworks contract for 2020.

### **Entertainment**

- Will start paid acts at 3:00 pm.

### **Parking**

- Need to tightly manage the number of parking permits issues;
- Very challenging getting people in and out of the park;
- Need to determine how many parking permits should be issued, suggesting it should be less than last year.

## **2. ADJOURNMENT**

The staff meeting of the Canada Day Committee adjourned at 10:33 am.