

Type of Decision									
Meeting Date	Friday, April 9, 2010				Report Date	Monday, April 5, 2010			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Canada Day Celebrations Report 09/04/10/205									

Subject: Preliminary discussion of Canada Day Celebrations for 2010.

RECOMMENDATION: That Council maintain control of the planning process for 2010 as opposed to forming an ad hoc committee simply for ease of operation. Although the 2009 event was well planned with a lot of hard work, there was no documentation, formal budget or minutes of any meetings. The Municipal Act requires these items for any committee or board of Council.

Individual members of Council may still do 100% of the planning, programming etc. as in 2009 with the assistance of volunteers; the only difference would be that there would have to summary reports of activities to be included in each Council meeting ensuring documentation of activities and routine reports to the Treasurer for audit purposes.

WHEREAS Council deems it important to provide a venue for community gathering and wishes to use the celebration of Canada Day as a focal point;

AND WHEREAS in 2009 a worthy event was organized and operated by volunteers including one member of Council;

AND WHEREAS Council is comfortable continuing with this arrangement;

THEREFORE BE IT RESOLVED THAT for ease of administration all reports and expenses will be approved by Council as a whole instead of via an ad hoc committee but all other planning and organization will continue as in 2009.

BACKGROUND/EXECUTIVE SUMMARY: The Municipal Act requires that all boards or committees of Council have properly called, conducted and recorded meetings with minutes and a budget. For ease of implementation, it would be simpler to have reports presented to Council at regular meetings and all minutes combined with regular meeting minutes.

Options/Discussion: The level of control that Council wants to maintain. The items/events that Council wants to consider for 2010. Included are a brief report from 2009 plus a report specific to Fireworks for your consideration.

Financial Considerations/Budget Impact: \$2,000 has been budgeted for 2010. As explained in the Clerk's report, the deadline for application for Federal funding has past without any notice. I failed to check in time. This does however; mean that fundraising can occur and admission could be charged, or donations accepted. Without the tent rental from Fleury's other costs are minimal.

Policy Impact: None

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk

Melinda Reith

2009 HCM Canada Day Celebrations

Revenues

Heritage Canada	\$1,000.00	
Head, Clara & Maria	\$ 587.73	
Total Revenues		\$1,587.73

Expenses

Propane for BBQ	\$ 16.79	
Smile Makers - Celebration materials	\$ 79.93	
Rainbow Ranch - Entertainment	\$ 240.00	
Laurentian View Dairy - hotdogs/buns	\$ 187.92	
Yates - batteries	\$ 5.98	
Fleury's - Cake	\$ 109.98	
Fleury's - plates, pop, water, serviette	\$ 110.73	
Fleury's - tent rental	\$ 600.00	+\$650 tent setup
NRT Thank you ad	\$ 41.40	
Staff time - admin	\$ 195.00	
Total Expenses		\$1,587.73

Donations

Cheryl Gallant's Office - Flags, Flag pins
Wal-Mart Pembroke
Deep River Outfitters
Canadian Tire - Deep River
Deep River Home Hardware
Tim Hortons
OPG

Volunteers

Bob & Lucy Reid
Terry & Nancy Lamure
Jeff & Becky Lamure

Details

Participants 80 -90 all ages
Weather rainy
Day of the week Wednesday

Ad in NRT - Wed. July 29 - thank you to volunteers and supporters
Letters to all businesses donating products thanking them for their contributions, signed by the Reeve, mailed July 29, 2009.

Comments: well organized - an excellent first event; would likely have had more participants if the 1st had not fallen on a Wednesday and if the weather was nicer. All in all a great celebration. Additional advertising might have resulted in larger crowd. We put posters up in the area and inserted an ad in the newsletter but did not utilize other means of advertising - could have used community radio, NRT and OVTA. Suggestions for 2010 - have celebration begin later with fireworks. Start a program to raise funds for fireworks.