



**REVISED**

**CITY OF VAUGHAN  
TASK FORCE ON THE CITY'S ROLE IN  
FESTIVALS AND COMMUNITY EVENTS**

**AGENDA**

Committee Rooms 244, 2<sup>nd</sup> Floor  
Vaughan City Hall  
2141 Major Mackenzie Drive  
Vaughan, Ontario

Monday, January 30, 2012

7:00 p.m.

1. **CONFIRMATION OF AGENDA**
2. **DISCLOSURE OF INTEREST**
3. **COMMUNICATIONS**  
- See attached
4. **ITEMS FOR THE CONSIDERATION/INFORMATION OF THE COMMITTEE**
  - 4.1 Insurance Representative
  - 4.2 Electrical Safety Authority (ESA) Representative
  - 4.3 Proposed Work Plan
  - 4.4 Outcomes from the Task Force
5. **NEW BUSINESS**
6. **ADJOURNMENT**

**COMMITTEE MEMBERS**

Regional Councillor Deb Schulte, Chair (Council)  
Tim Arnott, representing Bindertwine (Festivals)  
Councillor Rosanna DeFrancesca (Council)  
Sandi Folkes (Community)  
Jamie Maynard, representing the Woodbridge Fair (Festivals)  
Dale McCleave, representing Maplefest (Festivals)  
Sylvia McCleave, representing Pancake Festival (Festivals)  
Brian McCran, representing Woodbridge Farmers Market (Festivals)  
Jacky Odish (Community)  
Renata Pancini (Community)  
Nancy Payne (Community)  
Councillor Alan Shefman (Council)  
Robert Stiitt, representing the Thornhill Festival (Festivals)  
Mari Vosburg, representing Santa Fest (Festivals)

**ALL APPENDICES ARE AVAILABLE FROM THE CITY CLERK'S DEPARTMENT**

[www.vaughan.ca](http://www.vaughan.ca) (agendas and minutes)

**TASK FORCE ON THE CITY'S ROLE IN FESTIVALS AND COMMUNITY EVENTS  
JANUARY 30, 2012**

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COMMUNICATIONS

Distributed January 13, 2012

Item No.

- |     |                             |     |
|-----|-----------------------------|-----|
| C1. | Proposed Work Plan          | 4.3 |
| C2. | Outcomes for the Task Force | 4.4 |

**Disclaimer Respecting External Communications**

Communications are posted on the City's website pursuant to Procedure By-law Number 7-2011. The City of Vaughan is not responsible for the validity or accuracy of any facts and/or opinions contained in external Communications listed on printed agendas and/or agendas posted on the City's website.

Please note there may be further Communications.

*Revised: December 13, 2011*

## Task Force on the City's Role in Festivals & Community Events Proposed Work Plan

Task	Month	Status
<b>Procedures &amp; Process</b>		
1 City processes "Red Tape:"		
2 Policy (checklist)	December	in Progress
3 Service in Kind "Greening"		
4 Permit Process		
5 Communication		
6 Fire Plan		
7 Emergency Procedures		
8 Building Standards		
9 Goals		
10 Guiding Principles		
<b>Outside Agencies</b>		
1 Insurance	January	
2 Electrical Safety Authority	January	
3 York Region processes "Red Tape"		
4 York Region Police		
5 York Region Health		
6 TSSA		
7 LCBO		
8 Lottery License (OLG)		
<b>Funding / Costs</b>		
1 Sponsorship - fundraising	February (Tim Simmonds)	
2 Grants - Tourism	February (Tim Simmonds)	
3 Fairs and Festivals Support Program (SIK)		
4 Budget Challenges		
5 By-Laws		
<b>Publicity / Marketing / Communication</b>		
1 Signage		
2 Marketing		
3 Web Management		
<b>Community &amp; Teamwork</b>		
1 Networking		
2 Volunteers		
3 Tourism (Business / Community)		
4 Economies of Scale		
5 Communication		
<b>Findings / Recommendations</b>		
1 Revised Policy / Procedures		
2 Strategies for Funding		
<b>Benefits / Impact to the City</b>		<b>Collect as we Go</b>

*Revised: December 13, 2011*

## OUTCOMES FROM THE TASK FORCE

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### **November 21, 2011 Meeting**

1. REVISED POLICY
2. CHECK LIST
3. INFORMATION PACKAGE – AVAILABLE AT CITY HALL FOR PICK-UP
4. STRATEGIES FOR FUNDING/PUBLICITY/VOLUNTEERS

### **December 12, 2011 Meeting**