



**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, February 27, 2012

7:00 p.m.

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1. **CONFIRMATION OF AGENDA**
  2. **DISCLOSURE OF INTEREST**
  3. **COMMUNICATIONS**  
- See attached
  4. **ITEMS FOR THE CONSIDERATION/INFORMATION OF THE COMMITTEE**
    - 4.1 Services in Kind "Greening" Discussion and Questions & Answers– Marjie Fraser and Jason Inwood
    - 4.2 Grants – Tourism Presentation and Discussion – Tim Simmonds
    - 4.3 Sponsorship – Fundraising Presentation and Discussion – Tim Simmonds
    - 4.4 Work Plan and Outcomes Review (Refer C1 and C2)
  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 Stitt, 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  
FEBRUARY 27, 2012

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COMMUNICATIONS

Distributed February 24, 2012

Item No.

- |     |                             |     |
|-----|-----------------------------|-----|
| C1. | Proposed Work Plan          | 4.4 |
| 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: January 30, 2012*

## 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"	February (Marjie Fraser / Jason Inwood)	
4	Permit Process		
5	Communication		
6	Fire Plan		
7	Emergency Procedures		
8	Building Standards and Zoning		
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	March	
<b>Publicity / Marketing / Communication</b>			
1	Signage		
2	Marketing	April	
3	Web Management	April	
<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: January 30, 2012*

## 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**

5. CONTACT LIST