



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

AGENDA

Committee Rooms 244, 2nd Floor
Vaughan City Hall
2141 Major Mackenzie Drive
Vaughan, Ontario

Monday, March 19, 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 By-laws – Discussion and Questions & Answers
 - 4.2 York Region Processes – Presentation and Discussion
 - 4.3 Signage – Presentation and Discussion
 - 4.4 Proposed Work Plan and Outcomes Review (Refer Communications 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 (agendas and minutes)

**TASK FORCE ON THE CITY'S ROLE IN FESTIVALS AND COMMUNITY EVENTS
MARCH 19, 2012**

COMMUNICATIONS

Distributed March 12, 2012

Item No.

C1. Proposed Work Plan

4.4

C2. Outcomes from 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: February 27, 2012

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

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

Revised: February 27, 2012

OUTCOMES FROM THE TASK FORCE

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

February 27, 2012 Meeting

6. FAIRS & FESTIVALS ANNUAL CONGRESS