



**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, April 16, 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 York Region Health Services – Presentation and Discussion
  - 4.2 AGCO – Presentation and Discussion
  - 4.3 York Region and City of Vaughan Sign By-law amendments
  - 4.4 Short term licence/permit for food vendors – City of Vaughan
  - 4.5 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](http://www.vaughan.ca) (agendas and minutes)



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

- MEETINGS ARE HELD ON THE THIRD MONDAY OF EVERY MONTH
- *START TIME: 7:00 p.m.*

Committee Rooms 2<sup>nd</sup> floor (to be determined)  
Vaughan City Hall  
2141 Major Mackenzie Drive  
Vaughan, Ontario

*Quorum = 8*

<u>COMMITTEE MEMBERS</u>	
<b><u>2012 DATES</u></b> January 30 February 27 March 19 April 16 May 14 June 18 September 24 October 15 November 19 December 10	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)
<b><u>Staff</u></b>	
Brian Anthony, Director of Public Works	Jeff Johnston, Manager of Road Maintenance Services <i>(Designate)</i>
Mary Reali, Director of Recreation & Culture	Terri Cosentino, Manager Client Services <i>(Designate)</i>
Tim Simmonds, Director of Economic Development	
Tony Thompson, Director of Enforcement	Rick Girard, Managing Supervisor, Enforcement Services <i>(Designate)</i>
Joseph Chiarelli, Manager of Special Projects, Licensing and Permits, Insurance and Risk Management	
John Britto, Assistant City Clerk	

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**TASK FORCE ON THE CITY'S ROLE IN FESTIVALS AND COMMUNITY EVENTS  
APRIL 16, 2012**

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**COMMUNICATIONS**

**Distributed April 12, 2012**

**Item No.**

- |            |                                     |            |
|------------|-------------------------------------|------------|
| <b>C1.</b> | <b>Proposed Work Plan</b>           | <b>4.5</b> |
| <b>C2.</b> | <b>Outcomes from the Task Force</b> | <b>4.5</b> |

**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: March 19, 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:"	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	
<b>Outside Agencies</b>		
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	April	
8 Lottery License (OLG)	June	
<b>Funding / Costs</b>		
1 Sponsorship - fundraising	February (Tim Simmonds)	
2 Grants - Tourism	February (Tim Simmonds)	
3 Fairs and Festivals Support Program (SIK)	May	
4 Budget Challenges	February	
<b>Publicity / Marketing / Communication</b>		
1 Signage	March	
2 Marketing	May	
3 Web Management	May	
<b>Community &amp; Teamwork</b>		
1 Networking	September	
2 Volunteers	September	
3 Tourism (Business / Community)	May	
4 Economies of Scale	Ongoing	
5 Communication	Ongoing	
<b>Findings / Recommendations</b>		
1 Revised Policy / Procedures	October - Draft report	
2 Strategies for Funding	October	
<b>Benefits / Impact to the City</b>		
Collect as we Go		

*Revised: February 27, 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

### **February 27, 2012 Meeting**

6. FAIRS & FESTIVALS ANNUAL CONGRESS