

Agenda for the Meeting of the Select Committee on Family Day Celebration, April 21, 2026, at 2:00 pm in the Town Hall Committee Room, 660 Primrose St. Qualicum Beach, BC

1. ADOPTION OF THE AGENDA

THAT the Select Committee on Family Day Celebration adopts the April 21, 2026 meeting agenda.

2. APPROVAL OF THE MINUTES

THAT the Select Committee on Family Day Celebration adopts the April 10, 2026 meeting minutes.

3. Motions from Council

(1) Status of Recommendations to Council

(2) Recommendations from Council

4. NEW BUSINESS

(1) Next Steps

- Field Activities
- Concession Stands/Food Options
- Exhibits
- Entertainment
- Breakfast
- Volunteers
- Parade
- Logistics
- Promotion/Advertising

Next Regular Meeting: May 12, 2026, 2:00 pm

**Minutes for the Meeting of the Select Committee on Family Day Celebration, April 10, 2026,
at 2:00 pm in the Town Hall Committee Room, 660 Primrose St. Qualicum Beach, BC**

PRESENT: Rebecca Fenton, Chair
Councillor Jean Young
Shirley Clements
Jaidan Holder
Del Kristalovich
Ralph Libby
Debra MacArthur
Jasmine Tomczyk

ABSENT: Alden McMath
Katie McMath

Staff: Brandy MacMillan, Office Assistant
Heather Svensen, Director of Corporate Services/Deputy CAO

The meeting was called to order at 2:05 pm

ADOPTION OF THE AGENDA

Select Committee on Family Day Celebration adopted, by unanimous consent, the April 10, 2026 meeting agenda.

CARRIED

APPROVAL OF THE MINUTES

Select Committee on Family Day Celebration approved, by unanimous consent, the March 11, 2026 regular meeting minutes.

CARRIED

MOTIONS FROM COUNCIL

Status of Recommendations to Council – Nil

Recommendations from Council

a) From Special Council Meeting, March 11, 2026

THAT Council re-appoints Rebecca Fenton and Jaidan Holder; and appoints Katie McMath, Shirley Clements, Jasmine Tomczyk, Debra Macarthur, Adele Kristalovich, Ralph Libby and Bruce Fournier to the Family Day Committee for an approximate two-year term ending December 31, 2027; AND FURTHER THAT, that the Terms of Reference for the Select Committee on Family Day Celebration be amended by deleting the number 'Eight', 2nd bullet under 3. COMPOSITION OF THE COMMITTEE and inserting 'Nine'.

b) From Regular Council Meeting, March 25, 2026

THAT Council appoints Alden McMath to the Family Day Committee for an approximate two-year term ending December 31, 2027; AND FURTHER THAT the Terms of Reference for the Select Committee on Family Day Celebration be amended by deleting "3pm" under item 6.(a) Regular Meeting and inserting "2pm".

NEW BUSINESS

Field Activities

- D. Kristalovich to request insurance from petting zoo and skydivers.

- D. Kristalovich to contact CJ Critters and Dog Agility.
- Municipal Insurance Association has approved the climbing wall.
- Magician has registered.

Concession Stands / Food Options

- Registration closed last week.
- R. Libby to sort through confirmations.
- Each food truck has a folder in Google Drive which contains permits (VIHA, etc.).
- Vendors selling duplicate or similar food items will be spaced away from each other.

Exhibits

- Broombusters involvement to be confirmed.
- Arrowsmith GroundWater Alliance needs to register.
- Clippers are requesting a goalie net.
- An attendant is required to run the putting green.
- S. Clements to confirm the items to be distributed by Quality Foods.

Entertainment

- Town staff will invite Chief Recalma.
- Waiting for confirmation from the Ramblers, Sons of Beaches, and the Shriners.
- Several dance groups have confirmed.
- The Committee will reach out to other performers.

Breakfast

- Breakfast will be located in the parking lot next to the Civic Centre.
- Shriners will set up tables, chairs, etc.

Volunteers

- Some confirmations are starting to come in.
- The majority will confirm in May.

Parade

- Registration is still open.
- R. Fenton will follow up on parade registration.

Logistics

- The electrician has been confirmed.
- Portable restrooms will be arranged.
- Town staff will submit the Medix deposit.
- Wall climbing will be located in the upper field parking lot, near the skate park.

Promotion / Advertising

- Town staff will locate t-shirts and order more.
- The Noteworthy will be out 10 days prior to the event.

ADJOURNMENT

The Select Committee on Family Day Celebration, by unanimous consent, adjourned the meeting.

CARRIED

Meeting adjourned: 3:05 pm

Certified Correct:

Heather Svensen,
Director of Corporate Services/Deputy CAO

Rebecca Fenton, Chair

Next Regular Meeting: April 21, 2026, at 2pm