Agenda for the Meeting of the Select Committee on Family Day Celebration, May 26, 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 May 26, 2026, regular meeting agenda.

2. ADOPTION OF THE MINUTES

THAT the Select Committee on Family Day Celebration approves the May 12, 2026, regular meeting minutes.

3. Motions from Council

(1) Status of Recommendations to Council - Nil

(2) Referrals from Council – Nil

4. BUSINESS ARISING FROM THE MINUTES

5. NEW BUSINESS

(1) Review Final Steps for Event

Next Regular Meeting: May 28, 2026, at 3pm (if needed)

Minutes for the Meeting of the Select Committee on Family Day Celebration, May 12, 2026, at 2:00 pm in the Town Hall Committee Room, 660 Primrose St. Qualicum Beach, BC

PRESENT:	Rebecca Fenton, Chair Councillor Jean Young Jaidan Holder Del Kristalovich Ralph Libby Debra MacArthur Katie McMath Jasmine Tomczyk
Absent:	Shirley Clements
Staff:	Bernadette Ritter, Staff Liaison

The meeting was called to order at 2:00 pm

ADOPTION OF THE AGENDA
Select Committee on Family Day Celebration adopted, by unanimous consent, the May 12, 2026, meeting agenda.
CARRIED

APPROVAL OF THE MINUTES
Select Committee on Family Day Celebration approved, by unanimous consent, the April 21, 2026, regular meeting minutes.
CARRIED

MOTIONS FROM COUNCIL – Nil

BUSINESS ARISING FROM THE MINUTES

NEW BUSINESS

Email Monitoring.
Committee asked to monitor their emails boxes during this time where there are lots of questions coming through.

Registrant Follow up Emails
Staff provided an overview of how to send a "Stay Tuned" email including a how-to video.

Review Field Map
R. Fenton will oversee this year and reach out to Committee members if needed.

Next Steps
- Field Activities.
    - Discussed collecting insurance waivers from participants.
    - Discussed status of Dog Agility's attendance.
    - Discussed various activity costs.
- Entertainment Activities
    - Discussed schedule to accommodate sky dive

- Concession Stands/Food Options
    - R. Libby provided draft layout for food trucks.
    - Discussed timing, entry and exiting for trucks.
- Parade
    - J. Holder to oversee event with Councillor Young assisting.
- Logistics
    - Discussed logistics needs spreadsheet.
- Volunteers
    - Email with on-the-day details to be sent out.
- Promotion/Advertising
    - Town Staff are promoting online and in the newspaper.
    - J. Holder to distribute posters to businesses.
    - Councilllor Young collecting t-shirts.

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

Meeting adjourned: 3:30 pm

Certified Correct:

Heather Svensen,
Director of Corporate Services/Deputy CAO

Rebecca Fenton, Chair

Next Regular Meeting: May 28, 2026, at 2pm (if needed)