Minutes for the Meeting of the Select Committee on Family Day Celebration, June 10, 2025, at 3:00 pm in the Town Hall Committee Room, 660 Primrose St. Qualicum Beach, BC

PRESENT:	Rebecca Fenton, Chair Councillor Jean Young Jaidan Holder Stephan Gagne Brittany Marie Gagne Jody Macgillivray Tina Rasmussen
Staff:	Bernadette Ritter, Staff Liaison Katelynn Van Duin, Staff Liason

The meeting was called to order at 3:00 pm

ADOPTION OF THE AGENDA
Select Committee on Family Day Celebration adopted, by unanimous consent, the June 10, 2025, meeting agenda.
CARRIED

APPROVAL OF THE MINUTES
Select Committee on Family Day Celebration approved, by unanimous consent, the May 21, 2025, regular meeting minutes.
CARRIED

MOTIONS FROM COUNCIL – Nil

BUSINESS ARISING FROM THE MINUTES

NEW BUSINESS
Review Event – Lessons Learned

a) **Operations & Layout:**

- Improve registration process with auto-confirmation emails.
- Rethink field layout to better shelter bounce houses and streamline activity zones.

b) Activities & Engagement:

- Add more face painters and explore new activities like Romper Room, 501st Legion, Circus Kids, and bubble stations.
- Boost teen participation.
- Address low turnout from Seaside Cruizers with better-aligned layout.

c) Promotion & Signage:

- Expand school and PAC outreach.
- Rebrand the banner.
- Add QR code signage with event schedules on-site.

d) Logistics & Equipment:

- Increase portaloos and garbage bins (use only black bins).
- Confirm tent inventory and purchase plastic tables.
- Extend road closure slightly post-parade
- Manage access for vehicles into the park.
- Ensure Primrose is blocked for parking.

e) Food Trucks:

- Allow earlier setup, reduce total number, prioritize truck access, and implement "Closed" signage by 4:00 pm.

f) Future Considerations:

- Consider a new name (e.g., "Family Fun Day"), a Saturday date, and starting one hour earlier to avoid conflicting events and improve attendance.

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

Meeting adjourned: 4:30 pm

Certified Correct:

Heather Svensen,
Director of Corporate Services

Rebecca Fenton, Chair

Next Regular Meeting: November 18, 2025, at 3pm