

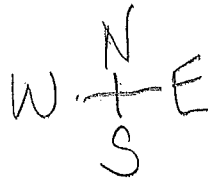
Canada Day Committee

AGENDA – May 7, 2018 5:30pm – Village Office

Item	Discussion	Action
1. Disclosure of Pecuniary Interest		
2. Approval of Previous Minutes	Minutes of the April 3rd Meeting (attached)	
3. Adoption of Agenda		
4. Administrative Items	Budget: see attached Permits: <ul style="list-style-type: none"> • Parks Permit -submitted • Road Closure: sent to By-Law Officer 23Apr18 Communication: <ul style="list-style-type: none"> • NG Times – sent schedule of events 18Apr18 	
5. Review of Activities and Events July 1st	Parade- <ul style="list-style-type: none"> • Parade Route –see attached • Need volunteers to set up in advance of parade Blockhouse Activities- <ul style="list-style-type: none"> • Official ceremonies- see attached • Need volunteers to set up in advance 	
6. Other Business	MW 225 Celebrations- ad hoc working group <ul style="list-style-type: none"> • next meeting May 3 at Library at 5pm 	
7. Date of Next Meeting	June:	

Parade Route for Merrickville Canada Day Sunday, July 1, 2018

contact: Robyn Mark



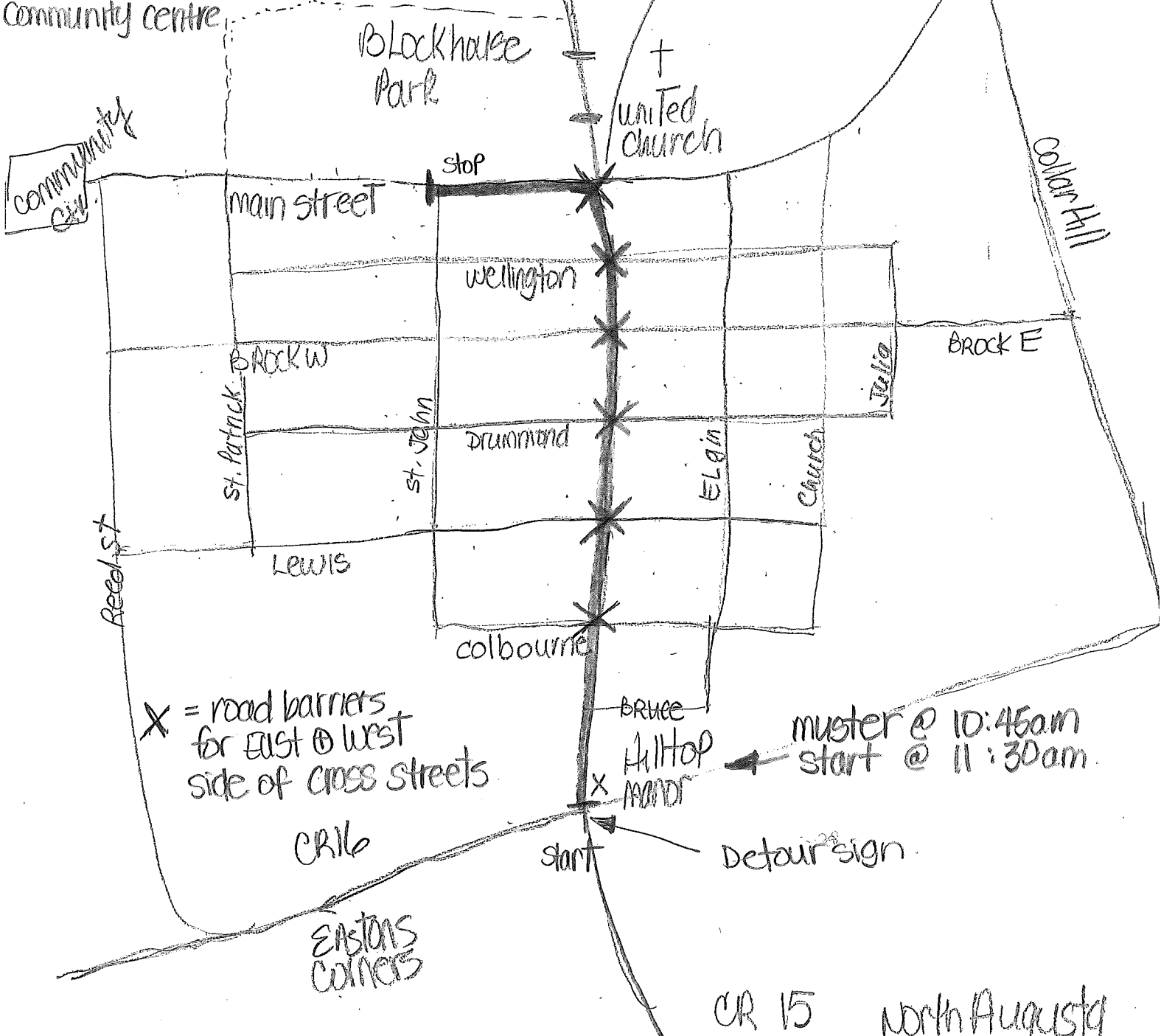
Smiths Falls HWY 43

Kemptville HWY 43

⊗ Police to assist with traffic flow @ main

close off access to west side; allow traffic thru east side

*After parade reaches Blockhouse turn onto St John or head to Community Centre



X = road barriers for east @ west side of cross streets

muster @ 10:45am
start @ 11:30am

Detour sign

CR16

start

Eastons Corners

CR 15 North Augusta

Canada Day Coordinating Committee 2018

	Credits	Debit	Balance
Opening Balance	\$ 12,000.00		\$ 12,000.00
Lions'	\$ 750.00		\$ 750.00
Total Budget			\$ 12,750.00
Fireworks		\$ 8,475.00	
Pipe Band		\$ 500.00	
Swords & Ploughshares		\$ 500.00	
Shriners		\$ 400.00	
Canada Day Cake		\$ 85.00	
Parks Canada Permit		\$ 692.30	
Entertainment musicians		\$ 60.00	
Sons of Martha Band		\$ 1,200.00	
Andrew James Review		\$ 300.00	
Sound Technician		\$ 650.00	
Decorations		\$ 350.00	(est)
Printing Costs - Posters		\$ 175.00	(est)
Total Expenses		\$ 13,387.30	
BALANCE			-\$ 637.30

Canada Day, Sunday July 1, 2018

Schedule of Events

Time	Event	Location
10:00am	Ecumenical Church Service	Collar Hill Cemetery
10:30	Muster begins for Parade Participants	Hilltop Manor
11:30	Parade begins	St. Lawrence Street to Blockhouse Park
12:00	Canada Day Ceremonies: Church bells ring Kemptville Pipe Band plays "Maple Leaf Forever" Welcome – Mayor Nash "O Canada" – Soloist accompanied by Giocosco Strings Folding of the Flag – Pathfinders and Pipe Band Special Recognition – Mayor Nash "God Save the Queen" Giocosco Strings Blessing Rev. Matt Gallinger Announcements /Information Items– Legion BBQ at the Legion Lions' BBQ in the Park Makers' Market next to Mainstreet Restaurant Lions Bandstand Musical Lineup (list) Thank you to sponsors/donations (list) Water Station and Port-a-Potties (Mark Sine) Sons of Martha Performance at Fairgrounds at 9pm Fireworks at Beach at 10pm Cake Cutting "This is Our Land"	Blockhouse Park
1:00 – 5:30pm	Live Music Entertainment Face Painting St. Marguerite Bourgeois activities for children	Blockhouse Park
9:00pm	Sons of Martha Performance	Fairgrounds
10:00pm	Fireworks	Beach

Updated: April-25-18

St. John street

MAIN street

tree area

Friends of
Brockham

port-a-potties

40'
trailer

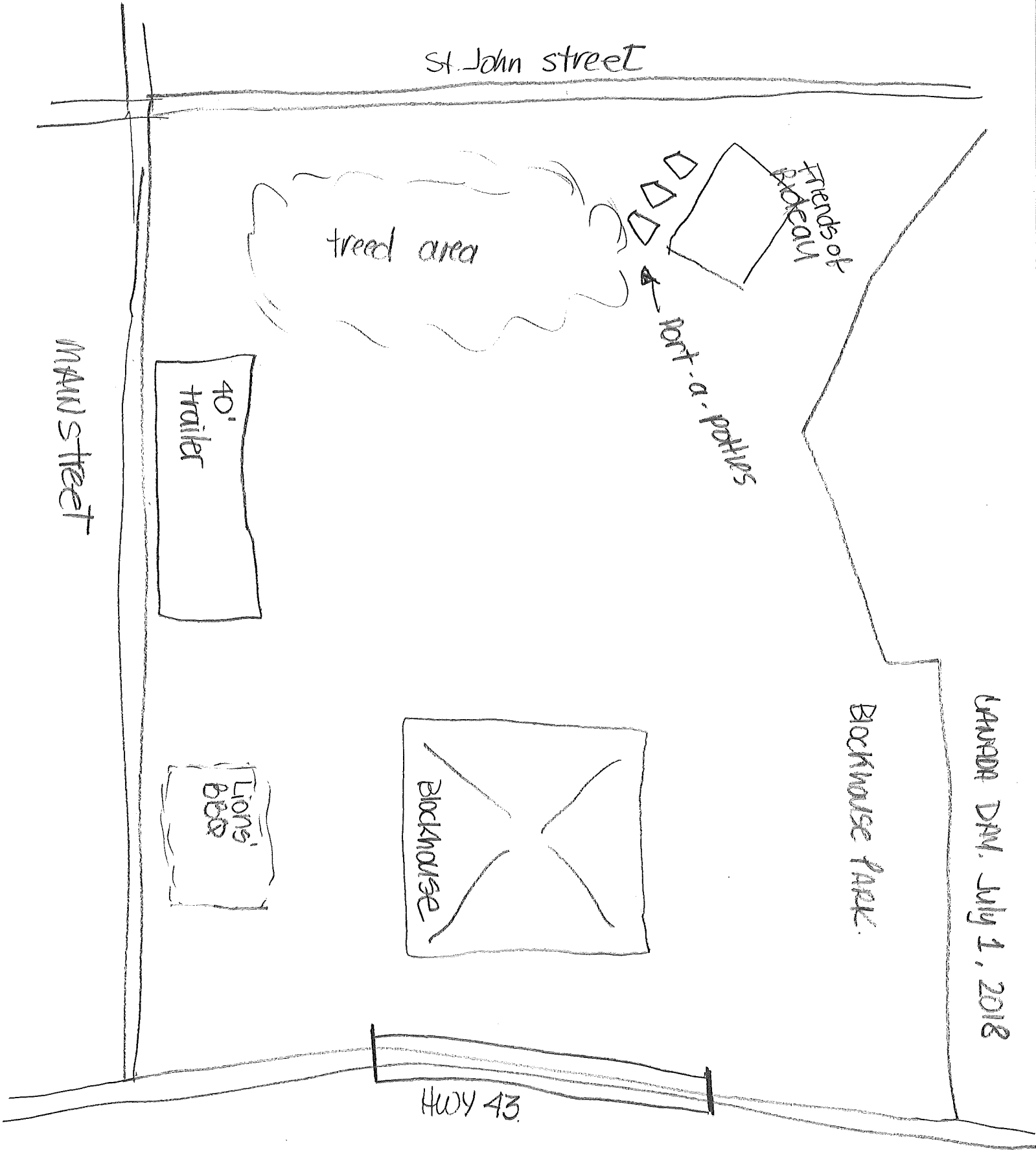
Lions'
BBQ

Blockhouse

Blockhouse Park.

Garrett DM, July 1, 2018

HWY 43



April 25, 2018

Mr. Gerry Seguin,
President,
Merrickville Lions Club

RE: DONATION TO CANADA DAY 2018

On behalf of the Canada Day Coordinating Committee, I wish to extend a huge thank you to the Lions' for your generous donation of \$750.00 to support the live musical entertainment for Canada Day this year.

Without your support, the Committee would not be able to provide the depth of entertainment that the Village and tourists alike have come to anticipate and enjoy.

Can you please provide a logo and/or signage to be used in Blockhouse Park the day of the event so we can ensure that the Lions' are recognized for supporting this event.

Regards,

A handwritten signature in black ink, appearing to read "Robyn Eagle". The signature is written in a cursive, flowing style.

Robyn Eagle,
Chair, Canada Day Committee 2018

CC: Canada Day Committee

Canada Day 2018 – Timing Updated May-3-18

May		Write up in June Phoenix , NG Times, EMC, Websites Make Sashes	COMMS Robyn
Mid-June		Canada Day signs on Entrances to Village Hand out posters in Village and update Village Calendar of Events	Do not exist COMMS
Friday June 29		Pick up 2 long tables from Community Centre bring to Eagle garage Pick up Cheques for parade Participants Get Large Flag – give to Mark Scullino Pick up Cake, purchase table cloths & napkins. Get a knife to cut cake	Touch base with Andy Boffee Robyn
		Move Ag. Society Trailer to parking lot of Blockhouse Park	Don McConnell
		Check hydro hookup for Trailer to Pole works	Robyn
		Decorate Blockhouse Park	Margo
July st	7:30am	Set up Pylons along St. Lawrence from Main to Bruce for No-Parking	OPS
	8:00am	Set table Community Centre Tables up in Blockhouse Park	Ron
	9:00am	Sound system set up in Blockhouse Park. Make sure microphone working Set up for St. M. Bourgeois and Liz Facepainter Wardhaugh in Blockhouse Park – Others? Lions’ set up for BBQ in Blockhouse Park	Herb Clouthier’s Crew Lions’
		Makers’ Market sets up in vacant lot beside Mainstreet	Laura Starkey
		10:00am	Set up 15 chairs from Legion in at Collar Hill Cemetery Make sure all is in place at Blockhouse Park – sound, seating, etc
	10:30am	Parade musters at Hilltop Manor	Mark Scullino
10:50am	Start putting up road barriers on cross streets (both sides) on St. Lawrence Street Set up Detour sign- barring entrance to Village from Cty Road 15. Put sign on barrier “Special Event – Detour until 1pm” Set up Chairs from Collar Hill Cemetery at Blockhouse Park OPP at Main and HYW 43 to assist to direct traffic over bridge	OPS	

	11:00am	Parade Starts	Mark Scullino
	11:50am	Set out Cake	MC's
	12:00 noon	Legion's BBQ Begins Parade arrives at Blockhouse Park Blockhouse Park Canada Day Ceremonies begin Church bells Ring Parade Participants find their spaces accordingly. Cheques given to: -Swords & Ploughshares -Shriners -Kemptville Pipe Band	Lee Horning MC United, Anglican & Catholic Churches
	12:30	Lions' BBQ starts in Blockhouse Park	
	12:45 ish	Remove road barriers on cross streets. Leave on grass near sidewalk Remove Detour Sign and leave in ditch by Chamber sign	OPS
	1:00pm	Live Music in Blockhouse Park begins	Herb Clouthier's Crew
	2 & 3:00pm	Fiddlehead Soup plays upstairs at the Legion	Sponsored by MDHS
	5:30pm	Live Music in Blockhouse Park stops Wrap up activities at Blockhouse Park Clean up area	OPS
	6:00pm	Move Trailer to Fairgrounds -across the loop path from the library with the closed back facing river and open face towards main field, all within 100' of the library thus avoiding generators Set up Generator (4000watts) & extension cords	Don McConnell Ron
	7:30pm	Sons of Martha Production set up at Fairgrounds Pyrotechniques Company sets up at Beach Caution Tape set up around fireworks at beach as per site photo	Stephen Fuller
	??	Firefighters on site	Mark Urquhart
	8:30pm	Sons of Martha Production begins	Stephen Fuller
	9:30pm	Sons of Martha Production ends	
	10:00pm	Fireworks begin	
	10:30pm ish	Fireworks end	