

HerbFest Committee DRAFT Meeting Minutes
Thursday, June 9, 2023
Location: Teams

1. CALL TO ORDER AND ROLL CALL

10:05AM

Warren Hik

Kathy MacKenzie

Jim Austin-Waba Cottage Museum Curator, M/B Township (unable to connect)

Andrea Lamontagne-Recreation Director, M/B Township

Valerie Thibaudeau- Recreation Programmer, M/B Township

Taylor Holmes- Recreation Assistant, M/B Township

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Nil.

3. ADOPTION OF THE AGENDA

3.1. Dated June 8, 2023

The committee approved the minutes as shared.

4. DELEGATIONS AND PRESENTATIONS

4.1. Nil.

5. ADOPTION OF COMMITTEE MINUTES

5.1. Dated May 10, 2023

6. REQUESTS SUBMITTED BY MEMBERS OF THE PUBLIC

6.1. Nil.

7. REPORTS

7.1. Nil.

8. NEW BUSINESS

8.1. Signage

- New Signage being printed at GILKS
- New committee signs
- New signs at WABA
- Handouts

8.2 Garden tours

- 3 timeslots to be scheduled to tour different gardens
- Participants can register at Township Information Tent Booth

8.3 Township Information Tent - Schedule

- Andrea to ask Council Members to select a time to volunteer at this booth

8.4 Program

- Garden tours
- Entertainment (fairy dancing, circle dance, etc.)
- Sheila from Dome Retreat in Braeside (sound healing, meditation, etc.) will offer sessions at her booth

9. INFORMATION ITEMS

9.1 Interactive Entertainment Vendors

- Dome Retreat. Girl guides could offer crafts, songs, provide entertainment.

9.2 Ottawa Wildflower Seed Library

- Vendor

9.3 Update on food vendors

- Rump Roasters
- Shawarma
- Golden Mackie (Caribbean inspired foods).
- New potential food vendor to sell hotdogs, burgers, etc.
- Follow up on Girl Guides to potentially sell cookies and freezies
- Potential to remove food service run by Township if we have a vendor to sell hamburger/hotdogs. and offer goodie bags instead

9.4 Update on Pipe Band Set

- 9:30 and 12:45
- Asking \$150 honorarium

- Booth to Meet and Greet visitors and provide information

9.5 Boat Tours

- The wharf at White Lake Boat Launch belongs to Small Craft Harbours/ Fisheries and Oceans Canada (SCH). Contractors removed a section of the dock that was in a state of disrepair. As of June 6, SCH relayed that they do not plan on replacing this section. This could present a problem when docking the boat for the boat tours. That being said, we will look into the option of borrowing a floating dock to extend into deeper waters to allow the boats to safely come to shore.

10. UNFINISHED BUSINESS

- Drone video footage of event – Warren suggested that this would be beneficial to look into and use as event promotion in following years.

11. ROUND TABLE

- Contact Karen from the Mobile Library
- Tent and water for the parking lot attendants
- HerbFest specific t-shirts for staffing to better identify.

12. PUBLIC QUESTIONS/COMMENTS

- Parking concerns based on last year: Adding more signage and map of the parking to help guide the public.

13. NOTICE OF UPCOMING MEETING DATES

- June 22nd 10:00AM

14. AJOURNMENT

- 10:52AM