



# ANNUAL REPORT TO CHIEF ADMINISTRATIVE OFFICER

To: **Francis Cheung**  
Chief Administrative Officer

Subject: **2020 Annual Report for Community Day  
Committee** File #: 8100.00

From: Kim Hilton Doc #: 175174  
Director of Recreation, Culture & Community  
Services

Date: December 4, 2020

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## **MEMBERSHIP LIST:**

Councillor Rosemary Wallace, Chair  
Councillor Teri James, Co-Chair  
Kim Hilton, staff  
Tera Edell, staff

## **NUMBER OF MEETINGS HELD:**

Two zoom meetings were held on the following dates:

- May 20, 2020
- June 3, 2020

## **ACTIVITIES, HIGHLIGHTS AND ACCOMPLISHMENTS:**

- Following the direction of BC's provincial health officer, Langley City cancelled the 2020 Community Day celebrations. Dr. Bonnie Henry has stated that she did not expect to lift the public health order prohibiting mass gatherings for summer 2020. This annual celebration, scheduled for June 20 in Douglas Park, did not proceed this year in order to adhere to the public health orders, and to encourage physical distancing.
- Created a video to celebrate past years of community day; images for the video came from various sources in the Community including the City, the Downtown Langley Business Association, members of the committee, and the Langley Advance Times newspaper.

- Created a scavenger hunt that consisted of ten riddles, with corresponding images, that encouraged people to get outside with their bubbles and explore the parks and trails in Langley City. The goal was to engage with the community in a way that would help them learn about the different parks and trails, but in a fun interactive way. Prizes of \$50 downtown dollars were awarded to ten participants who were selected in a random draw.
- Created a call to action to attempt to get the community to share their memories of community day with us from past years, however we did not receive any entries from the public. There was some discussion from the committee as to why this did not work out and we believe that some of it was attributed to 'virtual event/activity' burnout.

**STAFF MEMBER TIME SPENT:**

- Kim Hilton – 5 paid hours
- Tera Edell – 20 paid hours

Total staff paid hours – 25

**BUDGET – MONIES RECEIVED AND MONIES EXPENDED:**

Budget:

City of Langley Budget	\$4000
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Total Budget	\$4000

Expenses:

Jef Gibbons Creative - Video	\$700
Scavenger Hunt Prizes - Downtown Dollars	\$500
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Total Expenses	\$1200

**SUBCOMMITTEES ACTIVITIES:**

N/A

**WORK PROGRAM FOR FOLLOWING YEAR: COMMUNITY DAY 2021**

- The committee will need to connect in January and discuss how to move forward due to the Covid-19 pandemic, the status of the current health order and provincial state of emergency.
- At this time there is doubt that the event will proceed in the same manner as it did prior to the pandemic, however if it was to proceed the work program for 2020 would be implemented.

**INVOLVEMENT OF THIRD PARTIES:**

Sponsorships were as follows:

- Downtown Langley Business Association - \$500 downtown dollars

**GENERAL COMMENTS:**

Due to the COVID-19 pandemic, Community Day did not move forward for 2020; however, a commemorative video was created which can be used in the future to help promote the event. In addition, the committee provided an opportunity for people to get out into the parks and trails through the scavenger hunt that was created to encourage our citizens to get to know our community is a safe way. We are ever hopeful that Community Day 2021 will be more along the lines of years past.

Respectfully Submitted,



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Kim Hilton  
Director of Recreation, Culture & Community Services