



## ANNUAL REPORT TO CHIEF ADMINISTRATIVE OFFICER

To: Francis Cheung  
Chief Administrative Officer

Subject: 2016 Community Day Committee Annual  
Report

Report #: 16-047

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

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### MEMBERSHIP LIST:

Ted Schaffer, Chair  
Steve Nicholson, Member at Large  
Debbie White, Member at Large  
Janet Bennett, Member at Large  
Sandy Dunkley, Member at Large  
Tanya Gabara, Member at Large  
Sandy Shih, Member at Large

Jack Arnold, Vice Chair  
Kim Hilton, staff  
Tera Edell, staff  
Kyle Simpson, staff  
Michele Payne, staff  
Samantha Paulson, staff  
Geoff Mallory, staff  
Rob Gunn, staff

### NUMBER OF MEETINGS HELD:

Six committee meetings were held on the following dates:

- February 12, 2016
- March 10, 2016
- May 6, 2016
- June 10, 2016
- June 24, 2016 (debrief)
- September 23, 2016 (follow up debrief)



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

- Attendance at the 2016 Community Day event was low due to the torrential rain.
- There were approximately 50 interactive community booths signed up prior to the event however, due to the weather fewer community groups showed up.
- McBurney Plaza entertainment was enjoyable. Attendance was low, due to the rain.
- CLA hosted the third annual Highland Games at the event. Discussion is ongoing as to whether or not this event will continue due in part to the major highland games event that runs the same weekend.
- The City of Langley had many staff and volunteers on hand to ensure setup and take down ran smoothly.
- CLA again made a \$2000 donation, \$1000 for food and \$1000 for general use for the event.
- Southgate Church's KidZone was not able to have their bouncy castle due to the rain but the hot chocolate was a party favorite!
- This was the first year without the construction zone. Staff and committee will explore bringing it back again next year.
- The paid-on-call firefighters ran a firefighter event for children which was popular.
- The sponsorship board continued this year and was a great way to recognize the amazing sponsors that help to make this day possible.
- Entertainers in Douglas Park included Gabby's Girls, Gracie and the Guys; and Guys and Gals Square Dancers.
- Entertainers in McBurney Plaza included
- Everyone enjoyed face painters, a roving magician and mascots.
- The Langley Lions hosted Bingo.
- The Council Planting was revived as more of a feature this year, being held on the stage and announced. The crowd was receptive and this will be done again next year.
- New this year was a pie eating contest and cake walk. Save on Foods sponsored this event and work in partnership with a great group of dedicated volunteers organized by committee member Dunkley.

### **STAFF MEMBER TIME SPENT:**

- Kim Hilton/Recreation Staff – 75 paid hours/80 volunteer hours
- Kyle Simpson/Operations Staff – 44 paid hours
- Parks Staff – 6 paid hours
- Debra Joyal – 6 paid hours
- Michele Payne – 18 paid hours

**Total** staff paid hours – 149

**Total** staff volunteers hours – 80

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

#### **Budget:**

City of Langley Budget	\$4000
Christian Life Assembly Donation	<u>\$2000</u>
Total Budget	\$6000

#### **Expenses:**

Entertainment	\$ 2620.36
Advertising	\$ 3088.65
Langley Lions Bingo	\$ 250.00
Plaques	\$ 75.28
Food Purchases	\$ 157.00
General	<u>\$ 678.40</u>

Total Expenses                                      \$ 6,869.69

Additional funds were spent on advertising this year creating causing the account to be \$869.69 over.

### **AWARDS:**

- Cleanest School Award – Douglas Park Community School was selected as this year's winner.
- Commercial Business of the Year Award was given to Coffee on the Coast at #106 20226 Fraser Highway - Mr. Kevin Burton received the award.
- Industrial Business of the Year was given to Langley Animal Clinic located at 5758 203 Street. Honey Johnston a large animal specialist at the clinic received the award.
- Street of the Year – The Street of the Year nominations were promoted at Community Day, on Facebook, in the city newsletter and weekly advertisements. Match Public House stepped up to sponsor the street BBQ once again. Unfortunately the nominations received were not in the City of Langley so no Street of the Year was awarded.

### **WORK PROGRAM FOR FOLLOWING YEAR:**

- Next meeting to be held in February 2017 – date tbd.
- The community awards have been retired for 2017. The purpose of the awards was to encourage and motivate the community to “clean-up” the committee will look at other ways to achieve this goal.
- KidZone – continue to build on the retro and interactive experience.
- Explore opportunities for a new partner to host the construction zone.
- Look at different opportunities for activities in McBurney Plaza and involvement with the DLBA.
- Include a marketplace as part of the event to allow vendors to sell products to increase the draw for the event.

### **INVOLVEMENT OF THIRD PARTIES:**

Sponsorships were as follows:

- Aldergrove Credit Union – tents
- Canadian Tire – Prize BBQ
- CLA - \$2000 donation, Highland Games, Volunteers
- Langley Advance - promotional advertising
- Langley Lions – Bingo
- Paid-On-Call Firefighters Association – firefighter challenge
- Potters – planting event supplies
- Southgate Church – KidZone, volunteers, muffins, condiments, coffee carafes
- Match Eatery – BBQ for Block party (didn't get used as there were no submissions)
- Save On Foods – pies and cakes for cake walk
- Just Great Sights n' Sounds – organized entertainment for Douglas Park and McBurney Plaza, sound equipment

### **GENERAL COMMENTS:**

The 22<sup>nd</sup> Annual Community Day had several new activities added to the day to provide the community with new experiences including a pie eating contest and a cake walk. Unfortunately the torrential rain really impacted participation both in terms of displays and attendance. While the weather dampened the participation from the public, the committee members, staff, volunteers, and sponsors all stepped up to make the event memorable.



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Kim Hilton  
Director of Recreation, Culture and Community Services