

**Street Opening Festival Committee
2-11 Meeting Notes
February 9, 2011, Town Hall**

Present: Todd Barber, Chair, Downtown Beautification Committee, Bea Clark, Chair, Pelham Transportation Committee, Patti Fegan, Pelham Business Association, Councillor Gary Accursi, Katie Thorpe, Community Services Coordinator and Vickie vanRavenswaay, Manager of Community Services. Regrets: John Wink, Chair, Pelham Business Association, Councillor Catharine King

Agenda Item	Discussion	Person Responsible, Action and Due Date
Welcome	Vickie welcomed everyone to the meeting.	
Business Arising from January 24 Minutes	Todd Barber presented a draft Graphic Layout of CIP area mapping and promotion. Discussion took place with regard to possible activities and layout. (attached)	
Road Closure	Vickie will have staff map out Road Closures and Detour area.	Vickie – Feb.23 meeting
Possible Activities:	Patti suggested some ideas of possible activities that have taken place in other community festivals. Possible vendor booths could be offered, to businesses and community groups outside the Festival area. Committee members will gather information.	
Budget:	Revenues from participants could offset costs.	
Festival Date	<p>Downtown Beautification Committee & the Pelham Business Association - would prefer the Festival to be late July or mid September mainly due to construction completion and weather</p> <p>Pelham Active Transportation Committee - would prefer the date be in June prior to vacations and it is still good weather.</p> <p>The Committee came up with 4 days: Saturday June 11, Saturday July 23, Saturday August 27 or Saturday September 10. Katie will investigate all other events within the region between June – September.</p>	Katie – list of other events in the Region between June – September. February 23 meeting.
Promotion & Mapping	Todd will see if GSP Group will assist in Promotion and mapping the area.	Todd February 23

Stake holders	PBA membership, CIP area property/business owners, Community Groups, including Pelham Farmers Market, Volunteer Fire Dept. Pelham Community Policing	Vickie will prepare contact list February 23
Next Meeting	Wednesday February 23, 2011, at 4pm, in the North Wing Committee Room, Municipal Office	
Stakeholders Meeting	Wednesday March 2, 2011, at 6pm, to be held either at the Fonthill Fire Hall or the Legion	Vickie will confirm asap:
Adjournment		Meeting adjourned: