



35 Alice Street, Brighton ON K0K 1H0

Meeting Date: June 16, 2026
Location: Council Chambers

Time: 4:30 PM

Community Events & Civic Awards Steering Committee Agenda

Page

1. Call to Order

2. Land Acknowledgement

We respectfully acknowledge that the Municipality of Brighton is located on the Mississauga Anishnabeg (A-nish-in-naw-bek) territory and is the traditional territory of Mississauga. The Municipality of Brighton also acknowledges the Mississauga Nations are the collective stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

3. Approval of Agenda

3.1. Approval of the Agenda for the June 16, 2026 Community Events and Civic Awards Steering Committee Meeting.

- That the Community Events and Civic Awards Steering Committee approve the Agenda for the June 16, 2026 meeting as presented or amended.

4. Declarations of Pecuniary Interests and the General Nature Thereof

5. Approval of the Minutes

5.1. Approval of the Minutes from the May 12, 2026 Community Events and Civic Awards Steering Committee Meeting.

[Community Events Steering Committee - 12 May 2026 - Minutes - Pdf](#)

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6. Delegations

There are no delegations at this time.

7. Discussion

7.1. Canada Day - Updates:

7.2. Movie in the Park - Updates:

7.3. Soap Box Derby - Updates

7 - 11

[Operation smooth and safe soapbox derby!pdf](#)

7.4. Concerts in the Park - Updates:

7.5. Santa Claus Parade - Updates:

8. Correspondence

8.1. Email from Suzanne - "the buzz lady" dated June 1, 2026 RE: 12
Kent Swan Music

[Kent Swan Music](#)

9. Next meeting date:

July 14, 2026

August 11, 2026

September 8, 2026

October 13, 2026

November 10, 2026

10. Adjournment

10.1. Adjournment of the June 16, 2026 meeting of the Community Events and Civic Awards Steering Committee.

**Corporation of the Municipality of Brighton
Community Events Steering Committee Minutes
Council Chambers
May 12, 2026
4:30 PM**

Members present: Councillor Emily Rowley, Lloyd Hutchinson, Phil Pike, Heather Benton, Mary-Louise Barbieri, Jackie Steele, Ralph de Jonge, and Councillor Hannah MacAusland

Members absent:

Staff present: Vicki Hallam, Manager of Parks & Recreation; Caroline Birch, Economic Development Coordinator; Robin van de Moosdyk, Legislative Coordinator

Members Virtual:

1. Call to Order

The Chair called the meeting to order at 4:30 p.m.

2. Land Acknowledgement

We respectfully acknowledge that the Municipality of Brighton is located on the Mississauga Anishnabeg (A-nish-in-naw-bek) territory and is the traditional territory of Mississauga. The Municipality of Brighton also acknowledges the Mississauga Nations are the collective stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

3. Approval of Agenda

3.1. Approval of the Agenda for the May 12, 2026 Community Events and Civic Awards Steering Committee Meeting.

CECA Resolution No. 2025- 50

Moved by Mary-Louise Barbieri

Seconded by Jackie Steele

That the Community Events and Civic Awards Steering Committee approve the Agenda for the May 12, 2026 meeting as presented or amended.

Carried

4. Declarations of Pecuniary Interests and the General Nature Thereof

There were no disclosures of pecuniary interest.

5. Approval of the Minutes

5.1. Approval of the Minutes from the April 14, 2026 Community Events and Civic Awards Steering Committee Meeting.

CECA Resolution No. 2025- 51

Moved by Councillor Hannah MacAusland

Seconded by Heather Benton

That the Community Events and Civic Awards Steering Committee approve the Minutes from the April 14, 2026 meeting as presented or amended.

6. Delegations

Jessica Polley, Deputy Clerk, Consolidation of Committees

The Members provided their comments and suggestions with respect to the proposed consolidation of the Community Events Committee and the Applefest Committee. Jessica advised that she would be putting these in a report back to Council for their consideration.

7. Discussion

7.1. Concerts in the Park - Updates:

Ralph advised that the iPad used for the concerts is completely full. Vicki advised that the County IT Department have been advised and will be working on this for the start up on June 3, as well as, the microphone issues. Vicki will confirm the number of cordless mics that are available.

7.2. Canada Day - Updates:

Emily advised that the Kinsmen Club will be doing the pancake breakfast at the Community Centre.

Hannah advised that the Library will be attending. Hannah asked if the new hockey team could join in the parade prior to the opening ceremonies at the park.

Vicki advised that the Shed will be open and Ploys Wogs will also be open. Vicki to ask if they could stay open during the evening as well. She will confirm with them.

Vicki advised that there is a lot of small flags, however, there are no prizes for the Fish Pond

Morgan has already ordered prizes for the Fish Pond.

Lloyd asked if Morgan could request a Fly-By as well as inviting a representative from the Air Base attend the ceremonies.

Lloyd advised that there are three Face Painters confirmed.

Jackie advised, regrettably, that she will be away on Canada Day.

Mary advised that there are two grade 9 students scheduled to oversee the Fish Pond and that she would sign off on their volunteer hours.

Heather will have the 3 cupcake Cakes ordered prior to her holidays and confirmed that Bobbi Wright will order the gluten free cake. Heather will check on the supplies as well as pick up the required ice.

Lloyd asked if there could be an updated "Layout Map" for Canada Day for the review team to go over prior to Vicki's holidays.

Vicki will have the port-a-potties. She asked if they would like to have the Zamboni on display with the Fire Department and the Committee agreed that it would be great idea. Vicki confirmed that she would have staff available to assist.

Emily confirmed that the DBIA would provide additional Glow Sticks.

Ralph confirmed that we would be using the Municipal Sound System for the Ceremonies and that the evening performers would have their own equipment. Need to ensure that the music is projected in order for people to hear.

CECA Resolution No. 2025- 52

Moved by Phil Pike

Seconded by Ralph de Jonge

That the Community Events and Awards Steering Committee approve the remuneration in the amount of \$100.00 to Ava Barbieri for Face Painting during Canada Day.

Carried

- 7.3. Royal Canadian Legion Branch 100th Anniversary - Participation in Canada

The Committee requested that Morgan confirm with the Royal Canadian Legion Branch to bring their table and items.

- 7.4. Movie in the Park:

There were several suggestions, such as, Herbie Fully Loaded; Cars; Steve McQueen Movie; Little Rascals (1994) version; Smokey and the Bandit and Days of Thunder.

Popcorn will be ordered same as last year. DBIA will provide water and chips.

Music to be played on the speakers at Memorial Park during the BBQ leading up to the start of the Movie.

CECA Resolution No. 2025- 53

Moved by Heather Benton

Seconded by Mary-Louise Barbieri

That the Community Events and Awards Committee confirm that the movie selection for Movie in the Park will be, "Days of Thunder".

Carried

- 7.5. Proposed Soap Box Derby Update - Hannah

Hannah provided the following updates:

Resolution was taken to Council and the Soap Box Derby was approved.

-three cars have been confirmed and have approached six companies

- Draft Waiver and Rules and Regulations were distributed to all Members for review and comment.
- Advertising will be conducted through the Municipality.
- Looking at vendors for possible BBQ after the Derby and before the Movie.
- Confirmed a "Flag" person from Brighton Speedway.
- Ralph asked if Hannah would be going to the residents on the street and she advised she would be.
- Lloyd asked if Hannah could provide a list of Jobs for the next meeting for Members to review such as, timers; starters; the road closure(s)
- Herrington Brothers will be placing the straw bails along the race way (street).
- Prizes have been donated by Herrington Real Estate (all nine prizes).
- It was suggested that all participants to provided with a "Participation Certificate"
- Hannah to speak with the Paramedics/St. John's. Already contacted the Fire Department and the O.P.P.
- It was suggested, that the start time be moved from 2:00 p.m. to 4:00 p.m. and registration commencing at 3:00 p.m., with the BBQ starting at approximately 6:00 p.m. and Movie at approximately 8:00 p.m.

8. Correspondence

There is no correspondence at this time.

9. Next meeting date:

- June 16, 2026 (week later due to Clerk's Conference)
- July 14, 2026
- August 11, 2026
- September 8, 2026
- October 13, 2026
- November 10, 2026

10. Adjournment

- 10.1. Adjournment of the May 12, 2026 meeting of the Community Events and Civic Awards Steering Committee.

CECA Resolution No. 2025- 54

Moved by Councillor Emily Rowley

Seconded by Phil Pike

That the Community Events and Civic Awards Steering Committee adjourn the meeting at 5:56 p.m.

Carried

Lloyd Hutchinson, Chair

Robin van de Moosdyk,
Legislative Coordinator

Monday, May 25, 2026

Operation smooth and safe soapbox derby

How many participants do we take?

- Cap registration at 24 initially
 - Open 6 additional “reserve spots” incase someone decides they no longer want to participate
-

Age grouping participants numbers

- 6-10 years: 8- 10 racers
 - 11-15 years: 8-10 racers
 - 16+ years: 8-10 racers
-

Double Elimination:

- Every racer gets at least 2 races
- If they lose once they still have another chance
- Lose twice = eliminated
- Winners continue advancing until final races

*This keeps kids happy because nobody comes all day just to lose once and go home.

Examples for race day

ROUND 1

- Racer 1 vs Racer 2
- Racer 3 vs Racer 4
- Racer 5 vs Racer 6
- Racer 7 vs Racer 8

*Winners move forward. Losers move to consolation side.

ROUND 2

Winners races winners

Losers race losers

Continue until one undefeated finalist and one finalist from consolation bracket. Then they race for championship.

RECOMMENDED AWARDS FOR CONSIDERATION:

- Fastest overall
- Fastest junior
- Crowd favourite
- Community spirit award
- Best sportsmanship
- Comeback Award
- Most enthusiastic racer
- Mayors choice award or community choice award for the cars

Timeline for consideration

2:30-3:45 pm

- Check-in
- Waivers
- Helmet checks
- Cart inspections

4:00-5:00 pm

6-10 divison

5:00-6:15 pm

11-15 divison

6:15-7:15 pm

16+ divison

7:15-7:45

- Championship/final races
- Fun races?

7:45-8:00 pm

Awards/photos

Movie starts at 9? So should be good!

Jobs day of for volunteers

Setup crew (pre race crew)

- Place hay bales along course
- Set up pylons, help with road closure and signage
- Set up registration tents/tables
- Set up pit/ car staging area
- Garbage and recycling bins?

Registration & Check-in

- Sign in racers
- Verify waivers
- Hand out car numbers to participants
- Direct participants where to go
- Answer general questions from families

Pit area / Racer Staging

- Organize racers before heats
- Check helmets
- Help younger children if necessary

Start Line Crew

- Ensure racers are properly seated
- Count down and release racers safely (pushers)

Finish Line Crew

- Determine winner/time
- Stop racers safely if needed
- Guide carts off course quickly

- Record race results
- Keep finish area organized

Cart Retrieval Crew

- Bring cars back to staging area
- Help younger racers transport cars
- Keep racers moving efficiently

First Aid / Emergency Support

- Basic first aid volunteers
- Police
- Fire
- Saint Johns ambulance

Cleanup Crew

- Remove hay bales
- Pick up garbage/recycling
- Take down signs/tents
- Help reopen road

Trying to find more high school students for these roles:

- Cart retrieval
- Staging
- Cleanup
- Pit crew
- Cart checker

Adult roles for the day:

- Start/finish line
- Registration leads
- First aid and organization positions

Hi Robin,

Forwarding to include for correspondence on Applefest and Community Events agendas.

Vicki

From: noreply@brighton.ca <noreply@brighton.ca> on behalf of Suzanne <gr8suzi@yahoo.ca>
Sent: June 1, 2026 1:53 PM
To: Benita Stansel <bstansel@brighton.ca>
Subject: Music events

Please consider Kent Swan music for Concerts in Park, Applefest, etc. He's a heart transplant survivor, local country singer/ songwriter, plays solo, duet and with his band. His website is kentswan music with YouTube videos. I had the pleasure of meeting him - A kind and friendly man with a big heart. Thank you.
Suzanne ~ the Buzz lady

Origin:
<https://www.brighton.ca/Modules/contact/search.aspx?s=ZUfFLpcj4MWIqKDWJaPIUsMSgeQuAleQuAl>

This email was sent to you by Suzanne <gr8suzi@yahoo.ca> through <https://www.brighton.ca>.