

Shelburne Events Committee
Meeting Minutes
May 27th, 2026 – 4:30 PM
AGENDA

Call to order

Approval of Agenda

Wagner-Matthews

May 27th, 2026

- 1. Approval of Minutes of April 15th, 2026**
- 2. Dock St. Days Planning**
 - Finalizing Entertainment**
 - Food Vendors & Vending Fee**
 - Traffic Control Costs**
 - Budget**
 - Other**
- 3. Sponsorship Support to date**
- 4. Pumpkin Regatta**
- 5. Next Meeting Date TBD**

In Attendance

Robin Smith

Debbie Ryan

Heidi Williams Wagner

Val Kean

Derek Amalfa

Stan Jacklin

Candace Wolkins

Angie Shand

Jamie Matthews

Carolann Bower

Regrets

Jessie Dyer

Adam Bisonette

Sue Acker

Danyelle Rapp

Call to Order

The Meeting was called to order at 4:30 pm.

Approval of Agenda

May 27th, 2026

1. Motion: Approval of Agenda

Being duly moved and seconded, it is resolved that the agenda for May 27th, 2026, meeting is approved.

Wagner-Matthews

2. Approval of Minutes of April 15th, 2026

Being duly moved and seconded be it resolved that the minutes for April 15th, 2026, meeting are accepted.

Matthews-Ryan

3. Dock St. Days Planning

Finalizing schedule

-Robin went over the schedule and the committee discussed the events we wanted to keep etc. We agreed to look into having the circus on Saturday pending pricing. We agreed to add in lobster crate races this year, have the Shelburne County Arts Council as a new addition. We also talked about having the Rec Dept possibly doing Bingo on Friday evening, Robin will speak with Lisa and check on the floating dock for the soccer net we had discussed on the water. Robin will fine tune the schedule and send out to everyone to review.

Food Vendors & Vending Fee

Robin went over the vendors to date and discussed that Adam, Derek and Robin have been in conversation regarding the layout for vendors etc. We agreed to move the vendors into the green space of the "Bill Norman Park"-the area where the small pumpkins are carved during Pumpkin Regatta. We will have a map showing locations for everyone to set up as well. The area by the fishermen's memorial will be used for our big tent, bouncy castles, Charlies Treasure chest, the Shelburne County Arts Council, and any community BBQ's that set up.

Traffic Control Costs

We have sent off a plan with different barricades the RCMP, which they approved for a street closure and would make the traffic control costs slightly less, approximately \$10,000 total cost. We have reached out to local fire departments to see if any interest in taking the course and will also do a post on social media to see if anyone locally that has the courses that would be interested in being hired for even the Friday night of Dock St. Days to save us some \$\$.

Budget

We reviewed the budget to date; Robin will try to confirm a few more things over the next week or so.

Other

Robin has some tank top options for any committee members that would want for Dock St. Days, will send link.

4. Sponsorship Support to Date

Robin reviewed the sponsorship to date that we have rec'd. Robin will put out one more email and social media post so we can finalize the sponsorship. We will have a cut-off date so we can ensure those that have sponsored are recognized.

5. Pumpkin Regatta

Jamie updated on the bleachers after meeting with the Yarmouth Exhibition. The committee agreed that we would book 2 of the bleachers for this year and look at options of some of the smaller bleachers in the community to bring in as well.

6. Next Meeting Date-TBD

Meeting Adjourned at 5:27pm **Wagner**