

Shelburne Events Committee
Meeting Minutes
August 19th, 2026 – 4:30 PM
AGENDA

Call to order

1. Approval of Agenda

Bower-Ryan

August 19th, 2026

2. Approval of Minutes of July 14th, 2026

3. Resignation of Committee Member

4. Recap/Review of Dock St. Days

5. Financials from Dock St. Days & Sponsors Update

6. Pumpkin Regatta Planning

7. New Business/Other Discussions

8. Next Meeting Date-TBD

In Attendance

Robin Smith

Debbie Ryan

Val Kean

Candace Wolkins

Angie Shand

Carolann Bower

Sue Acker

Ashley Harris

Regrets

Adam Bisonette

Heidi Williams Wagner

Stan Jacklin

Jamie Matthews

Danyelle Smith

Jessie Dyer

Jeanette Nickerson

Call to Order

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

Approval of Agenda

August 19th, 2026

1. Motion: Approval of Agenda

Being duly moved and seconded, it is resolved that the agenda for August 19th, 2026, meeting is approved.

Bower-Ryan

2. Approval of Minutes of July 14th, 2026

Being duly moved and seconded be it resolved that the minutes for May 27th, 2026, meeting are accepted.

Ryan-Wolkins

3. Resignation of Committee Member

Robin let the committee know that Derek Amalfa had sent a letter last week to give his resignation to the committee. Derek said due to increasing commitments, including recently taking on the role of Chair of the Lockeport Canada Day Committee, along with other Town and regional responsibilities. He shared that he was no longer able to dedicate the time and participation the committee deserves. Derek expressed his appreciation for the opportunity to be part of the committee, thanked the members for their support and collaboration, and noted that while stepping away was a difficult decision, he hopes to continue working with and supporting the committee whenever possible.

A motion was made to accept Derek Amalfa's resignation from the Shelburne Events Committee and to send a letter of thanks to Derek for his time on the committee.

Ryan-Bower

4. Recap/Review of Dock St. Days

Robin reviewed the items for Dock St. Days/Suggestions

- have sandbags for the big tent
- extra containers for flyers at info booth
- have two clipboards/pens at lobster crate races
- more helpers for trawl tub races and go back to getting in trawl tubs on land, not off the dock
- buy a megaphone (done)
- develop a protocol for a missing child
- have a garbage can by Dory Shop for foam party
- have a sign with upcoming event dates
- move dunk tank if having it again
- try to limit dogs and bikes if possible

- music at sample tables for fun run
- on events committee schedule have time slots we need you there, not just a specific event. (Ex-needed from 6pm-11pm and will do things as needed)
- Parade of Lights move to Friday night to allow for a rescheduling day if needed on Saturday
- vendors in a U-shape on the area where they were set up.
- vendors MUST be set up before street closure-no vehicles allowed to drive down and drop off
- on waiver for Parade of Lights a section that if you are shooting off fireworks and do not wait until you are on other side of harbor you cannot participate again and disqualified from any prizes etc.
- have an ID for vendors in their vehicles so we know when they come to unload etc. who they are.
- ask the Town to have a push broom at the Guild Hall
- have more adult life jackets and helmets for the lobster crate races
- put a garbage can over by town wharf

5. Financials from Dock St. Days & Sponsorship Update

We reviewed the Financials from Dock St. Days, everything has not been posted and final yet, but we will have a surplus from the event. The sponsorship from the event has come in just under \$7000 for Dock St. Days. Once everything is posted next week and we receive the revenue from the Town for vendors, we will have a clearer picture of the financials and can communicate that with the committee at the next meeting. Pumpkin Festival has just over \$11,000 in sponsorship and Miracle on Dock has just under \$3000.

6. Pumpkin Regatta Planning

Robin reviewed the schedule to date, and we made a few changes to times etc. Robin will make the updates and send everyone the version to review before being posted next week.

Some discussions we had were:

- Vendors-there have been many calls the past week or so on whether we are having vendors selling items. The committee discussed and agreed that due to the growth of this event and space that we would not be doing any vendors on our side and would be directing them all to the Shelburne Guild Hall Market.
- we will have all food vendors in Friday afternoon to set up.
- Friday evening will have the Fun Run and One Meter Up, which will draw a large crowd. We also discussed doing a "Pumpkin Walk," where ppl bring their decorated or carved

pumpkins and do a walk through to see them. Robin is going to reach out to Little Peoples Place to see if interested in organizing.

- Robin will order clothing for anyone new on the committee who does not have hoodie from last year.

- Robin has been in touch with Autism NS on ways we can incorporate into the event. They unfortunately are not able to attend that weekend, but some suggestions were to order some headphones that we could offer to ppl to use. Also, her biggest suggestion was promoting to ppl what to expect at the event, knowledge is valuable to families who might be planning to attend. Robin will also reach out to Sheri Demings to see if her and Destiny might be interested in doing a sensory table/tent with their supplies they have.

- Robin let the committee know her and Adam had filmed some content to use for promotion, will see that being posted next week hopefully.

- working with Creative Yard Card Signs to potentially put a sign up at Home Hardware in Yarmouth

- we do have a tv show confirmed coming for this year-Access Pass-Eastlink

- working with a travel media content creator to come and Tourism NS has a potential one from Germany coming

- Robin will get everyone's availability for the event day and then reach out to the public for additional helpers if needed. Robin already has three names willing to help.

- Discussion on sponsors getting first dibs on racing a pumpkin-it was agreed that our Presenting Sponsor, plus our Gold Sponsors would all be offered a chance to row.

- We have agreed to have a "Returning Rowers" Race, and then after an "Amateurs Race," Robin will connect with James on trophies. We also discussed that anyone entering will need to submit a video, someone who previously has participated or anyone new.

- The scarecrow contest has been put out on FB, and some questions have been asked whether we could do a resident one as well. The committee agreed that we will encourage community to set up as well but for capacity for the committee to keep track of/post etc., we will only be highlighting the business ones and including them in the voting album.

- Robin will reach out to Suzanne Mahaney to see if the "Dancing Witches" are interested in doing Friday evening at all.

- Robin will connect with SVFD on helping with being in the water in wetsuits to help getting participants in and with being in the boat during the race.

- Sandy Point Recreation will be doing kids games and activities this year, Our House Youth & Wellness Centre is not available this year.

-we discussed street closures/traffic control as there has been concern/question from residents and committee members regarding inconsistency in the rules for all groups and organizations. Robin and Val are waiting to hear from the CAO at Town of Shelburne to discuss further. Robin is working on getting quotes for Pumpkin Regatta.

-we discussed having a frame made that can serve as a photo booth. Robin will look into.

7. New Business/Other Discussion

There were none at this time.

8. Next Meeting Date-TBD

Meeting Adjourned at 5:49pm **Acker**