



## **Southwold**

### **Southwold 175 Planning Committee**

#### **Agenda**

**Wednesday April 23, 2025 at 3:30 pm**

**Council Chambers, Fingal**

- 1.0 Call Meeting to Order and Welcome**
- 2.0 Approval of the Agenda**
- 3.0 Approval of the April 9<sup>th</sup>, 2025 Minutes**
- 4.0 Event Planner Report**
- 5.0 Planning for 2025**

#### **Committee Member Reports on Action Items**

- a. Sponsorship**
- b. Entertainment**
- c. Vendors**
- d. Ticketing/Bracelets**
- e. Raffles/Contests**
- f. Lapel Pins**
- g. Volunteers**

- 6.0 2025 Event Budget  
-updates**
- 7.0 Use of Keystone Complex**
- 8.0 Other Business**
- 9.0 Adjournment**



## Southwold 175 Planning Committee Meeting Minutes

Wednesday April 9, 2025  
Council Chambers, Fingal  
Time meeting started: 3:30 p.m.

**Present:** Mayor Grant Jones  
Councillor Sarah Emons (virtually)  
Chris Cirella  
Sofia Sinclair-Jones (virtually)  
Sharon Lechner  
June McLarty, Staff Resource

**Regrets:** Bill Aarts

### 1. Call Meeting to Order and Welcome

Mayor Jones called the meeting to order at 3:36 p.m.

### 2. Approval of the Agenda

**Moved by: Chris Cirella Seconded by: Sarah Emons**

That the agenda for the April 9<sup>th</sup>, 2025 meeting be approved

### 3. Approval of the March 26<sup>th</sup>, 2025, Minutes

**Moved by: Chris Cirella Seconded by Sarah Emons**

That the minutes from the March 26<sup>th</sup>, 2025 meeting be approved.

### 4. Event Planner Report

Event Planner Sharon Lechner provided updates on sponsorships that we have received, an updated washroom quote and possible liquor sponsors.

### 5. Planning for 2025

#### Committee Member Reports on Action Items

#### a. Sponsorship Packages

An update was provided by Sharon.

**b. Entertainment**

Sofia is still investing a classic rock artist. A notice can possibly be posted on the social media accounts stating that we are looking for local talent, maybe 8 bands or artists and a list be made that includes a budget for these groups. A suggestion was made for the Smoking Bass Band.

**c. Vendor Market**

Sharon has reached out to some possible vendors. Maybe obtain a sub-contractor to get vendors. A cost to have the sub-contractor may be arranged.

**d. Portable Washrooms**

**Moved by: Sarah Emons Seconded by: Sofia Sinclair-Jones**

That we accept the quoted estimated price of \$10 537.25 from Central Sanitation for portable washrooms.

**e. Ticketing/Bracelets**

A report will be brought back at the next meeting.

**f. Raffles/Contests**

June will inquire the possibilities of having a 50/50 draw. Will report back at next meeting.

**g. Tents**

A date to do a tour of the complex grounds with Redemption Tents needs to be confirmed.

**h. Lapel Pins**

A report on the price for 250 pins will be brought back at the next meeting.

**6.0 Volunteers**

Create a flyer to be put on the social media accounts looking for volunteers especially student looking for hours. Maybe the scouts and cadets can assist with parking. Create a list on google drive where we need the volunteers and that they may need to come back on Sunday for clean up.

**7.0 Email Chains**

Make sure that any new subjects get started with a new conversation (chain).

## **8.0 2025 Event Budget**

The cost for the port-a-potties was added to the budget.

## **9.0 Other Business**

Beer Garden /Bar

Maybe have the Optimist Club attend the next meeting

Determine location of beer garden/bar when doing a tour with

Redemption Tents

Need access to flyers that Abi has created so we can make changes.

Too early to book OPP for auxiliary and security, need to contact them in May.

## **10.0 Adjournment and Next Meeting**

RESOLVED that the meeting be adjourned at **4:55 p.m.** to meet again at **3:30 p.m.** on **Wednesday April 23, 2025.**

**From:** [Chris Cirella](#)  
**To:** [A1 Infinite](#); [Mayor G. Jones](#); [Councillor Emons](#); [June McLarty](#); [Sharon LECHNER](#)  
**Subject:** Wristband pricing quotes for S175  
**Date:** April 12, 2025 12:10:01 PM

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HI all, OK I am feeling better and got some wristband pricing. I've attached a document outlining the overall costs and details, but in short: 3/4" x 10" paper wristbands - like one gets at a hospital with an adhesive closure - there are two versions of this - Tyvek (which means coated and more durable) and paper (uncoated, less durable)

I priced out 500, 1000, 1500 and 2500 of them. I also looked at custom printed versions of these - something with "S175" printed in black on them, out of curiosity. Basically, take the prices below and multiply them by 2.5.

**I am comfortable going non-custom, Tyvek wristbands. It doesn't cost much more to get a better quality band.**

The pricing summary for 1500 wristbands (which was our upper quantity limit, as per my notes) is:

**Regular retail - 1500 Tyvek** wristbands (the good quality ones) = **\$196.62** + \$25 shipping

**Wholesale - 1500 Tyvek** wristbands (the good quality ones) = **\$88.10** + \$30 shipping

**Wholesale - 1500 Lightweight** wristbands (lower quality, less durable) = **\$61.02** + \$25 shipping

Best,  
Chris



## Tyvek® Wristbands – UL

Neon colored wristbands easily identify paid customers or attendees. These are like what u get at the hospital. **This dealer is not a wholesaler** – I include it so you can see what retail pricing looks like and know what wholesale pricing deals we are getting below.



- Convenient - Fits most wrist sizes.  
→ 1.9 x 25cm/ 0.75 x 10 inch
- Quick - Remove adhesive tab and wrap around wrist.
- Water and tear-resistant.
- Sequentially numbered.

Shipping is an additional \$25 for 50-5000 units.

**SPECIFY COLOR:**



Quantity	Price per 500	Extended cost (HST included)
500	\$66.00	\$74.58
1000	\$58.00	\$131.08
1500	\$58.00	\$196.62
2500	\$52.00	\$301.60

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## Tyvek® 3/4" Sheeted Solid Wristband – WG

Take advantage of our Tyvek® 3/4" Sheeted Solid wristbands at the cheapest prices on the planet without compromising on quality. These bands come in easy to use sheets (10 wristbands per sheet) that are perfect for events of all kinds. 500 pieces wristbands packaged in sheets of ten. This is like the one above but at wholesale pricing.

- Self-adhesive closure
- Wrist bands are tamper-proof, waterproof and tear-resistant
- Sequentially numbered.
- Mix and match colours within your order – i.e. order 1500, get 3 colours if you wish
- Comfortable for your wrist  
→ 1.9 x 25cm/ 0.75 x 10 inch

Shipping is an additional \$30

**SPECIFY COLOR:**



Quantity	Price per 500	Extended cost (HST included)
500	\$25.99	\$29.37
1000	\$25.99	\$58.73
1500	\$25.99	\$88.10
2500	\$25.99	\$146.84

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# Paper Bracelets Lightweight Concert Event Wristbands – AM

Neon colored wristbands easily identify paid customers or attendees. These are like what u get at a house party – thinner and less durable than the ones above.

- 500 pieces wristbands packaged in sheets of ten
- Self-adhesive closure with 6 digit security code on each band
- Wrist bands are tamper-proof
- Comfortable for your wrist  
→ 1.9 x 25cm/ 0.75 x 10 inch



Shipping is an additional \$25 for 50-5000 units

**SPECIFY COLOR:**

Quantity	Price per 500	Extended cost (HST included)
500	\$21.00	\$23.73
1000	\$21.00	\$47.46
1500	\$18.00	\$61.02
2500	\$17.50	\$98.88



**Nicole Halladay**  
 nicole.halladay@internationalcoatsofarms.com  
 1.888.790.6742  
 www.internationalcoatsofarms.com

*International Coats of Arms*

LAPEL PINS & PROMOTIONAL ITEMS

633 Norris Crt, Unit 1 · Kingston · Ontario · Canada · K7P 2R9

**S175**



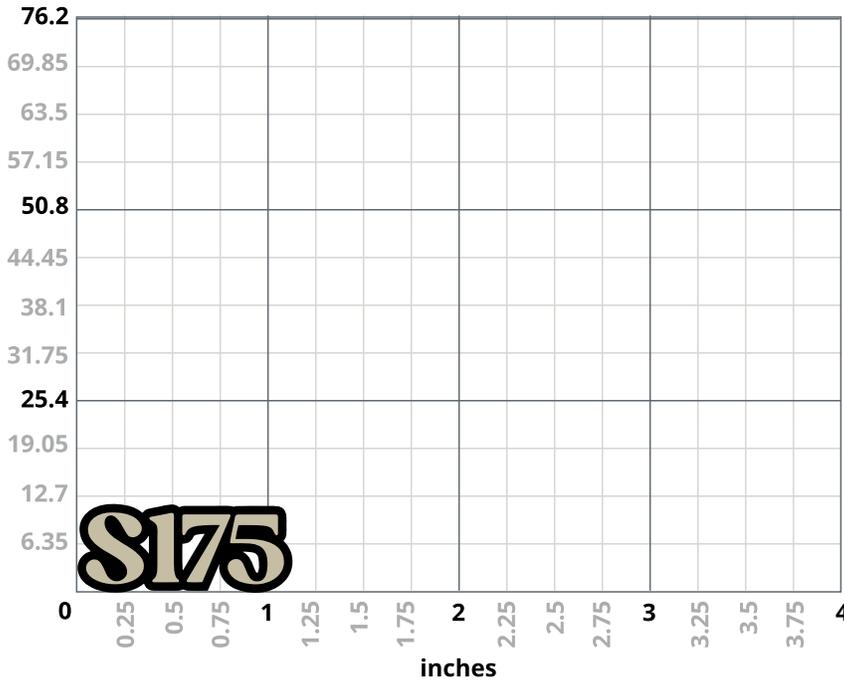
**Actual Size**  
**A - B 1 1/8"**  
**( 28.575 mm )**

ARTWORK ID: Southwold S175 Wordmark

VERSION/PROOF#: 2

DATE: 2025-04-10

millimetres



**LEGEND**

**Plating**

 Black Dyed Plating

**Enamel Colours**

 7535 C

 Pure White

**Backing**



Butterfly Clutch - Black Plastic

Please Email Approval To: [nicole.halladay@internationalcoatsofarms.com](mailto:nicole.halladay@internationalcoatsofarms.com)

**PLEASE CHECK ARTWORK CAREFULLY.**

If this artwork meets your approval, please reply to this email and be sure to include the Artwork ID.



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 1-888-790-6742  
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*International Coats of Arms*  
 LAPEL PINS & PROMOTIONAL ITEMS  
 633 Norris Crt Unit 1 • Kingston, Ontario • Canada K7P 2R9

## Quotation/Order Form

Apr 10, 2025 (Quotation valid for 30 days)

**Bill To:**

Township of Southwold  
 Att: June McLarty  
 35663 Fingal Line

**Ship To:**

Fingal, ON, N0L 1K0

Ph: 1 (519) 769-2010

Fax: 1 (519) 769-2837

**Township of Southwold - S175 Lapel Pins**

X	Qty	Size	Description	Unit Price	Amount
	100	1-1/8"	Soft Enamel (Iron) Lapel Pins	\$3.8500	\$385.00
	150	1-1/8"	Soft Enamel (Iron) Lapel Pins	\$3.1900	\$478.50
	200	1-1/8"	Soft Enamel (Iron) Lapel Pins	\$2.8500	\$570.00
	250	1-1/8"	Soft Enamel (Iron) Lapel Pins	\$2.6500	\$662.50
			No extra artwork, dies or setups!		Shipping Charges & Taxes Extra

FOB: Kingston Shipping: 5-7 weeks

**Features**

- Fastener: **Butterfly Clutch - Black Plastic**
- Plating: **Black Dyeing**
- Colours: **up to 4 colours**
- Packaging: **individually polybagged**
- Artwork: **No Charge**
- Warranty: **100% Satisfaction Guaranteed**
- Experience: **over 40 years experience, BBB Honour Roll Member**

**How do I Order?**

If this quotation is acceptable, please sign your approval below, then **X** the Quantity you wish and email or fax this page back to us at 613-384-0606 and we will process your order immediately. International Coats of Arms is a Division of Swyrich Corporation. All payments should be made payable to Swyrich Corporation.

**Questions? - please call me @ 888-790-6742 - Thanks, Nicole**

Approved by

Signature

Date

PO#

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