

MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
THURSDAY, JULY 18, 2019
10:00 A.M., COUNCIL CHAMBERS, MUNICIPAL OFFICE

PRESENT: A. Warwick, Chair/Council Representative
B. Jones, Community Representative
A. Marr, Community Representative
K. Elliott, Council Representative
K. Ross, Community Representative
P. Wearne, Community Representative
M. Henry, Director of Community Services & Facilities, Staff Representative
T. Haffner, Administrative Assistant Recreation & Fire, Staff Resource
J. Wood, Recording Secretary

ABSENT: A. Hill, Vice Chair/Community Representative

The Chair called the meeting to order at 10:11 a.m.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No pecuniary interests were disclosed at this time.

2. APPROVAL OF PREVIOUS MINUTES

(A) **June 13, 2019, regular meeting minutes.** It was:

Moved by: A. Marr

Seconded by: P. Wearne

(Resolution #TCSEC-16-2019)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on June 13, 2019, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS – None.

4. REPORTS OF STAFF – None.

5. COMMITTEE BUSINESS

(A) **Canada Day Debrief.** The Thames Centre Special Events Committee discussed the festivities that took place during Canada Day on July 1, 2019 and agreed it was a successful event with positive feedback from the community. For next year, the committee would like to focus on:

- Re-stocking merchandise and order more XL shirts;
- Purchase an all-purpose glow stick;
- Discuss the idea of doing a balloon drop;
- Have OPP direct traffic for fireworks; and

- Offer a paramedic service on the night of fireworks and request an additional paramedic for July 1, 2019.

- (B) **TC 4 Parks 1 Bridge, A TC Summer Event Series.** The Thames Centre Special Events Committee discussed the first movie night that took place on June 21, 2019 in Wellburn. It is a great community building event with an emphasis on how beneficial it would be to do more of these events in the future and save on costs by having Thames Centre purchase a Theatre System. It was then:

Moved by: A. Marr
Seconded by: K. Elliott
(Resolution #TCSEC-17-2019)

RESOLVED THAT Director of Community Services and Facilities, M. Henry, be directed to request an Outdoor Theatre System in the capital budget for 2020.
Carried.

(C) **Bridge Fest**

i) Chair, A. Warwick opened discussion addressing the concern of the bridge not having a 911 number in the event of an emergency and for vendors applying for Special Occasion Permits. The Director of Community Services & Facilities, M. Henry offered to address this concern with the Chief and Building Official. The Director of Community Services & Facilities also confirmed that Hydro One upgraded the electrical to provide sufficient power for future events. Event times were confirmed; Friday September 13, 2019 7:00 – 9:00 p.m. for vendors with music until 10:00 p.m. and Saturday, September 14, 2019 11:00 a.m. – 7:00 p.m.

ii) Chair, A. Warwick opened discussion regarding the Letter to Local Restaurants and directed Staff Resource, to reach out to past vendors, separately, asking if they would be interested in being a vendor again and to also try and engage service clubs. It was then:

Moved by K. Elliott
Seconded by P. Wearne
(Resolution #TCSEC-18-2019)

RESOLVED THAT Staff Resource, T. Haffner be directed by the Thames Centre Special Events Committee to create a formal letter addressed to all service clubs to engage their interest in Bridge Fest as a vendor. Carried.

6. CORRESPONDENCE – None.

7. UNFINISHED BUSINESS – None.

8. NEW BUSINESS

- (A) Chair, A. Warwick discussed the use of fireworks for future events of the 4 Parks 1 Bridge, a TC Summer Event Series.
- (B) Committee members proposed the idea of creating a community calendar for Thames Centre, involving all service clubs.

9. SCHEDULING OF MEETINGS

The committee discussed the meeting schedule, noting that the next regular meeting is scheduled to be held on August 22, 2019 at 10:00 a.m. in the Council Chambers located at the Municipal Office in Dorchester. It was then:

Moved by K. Elliott
Seconded by B. Jones
(Resolution #TCSEC-19-2019)

RESOLVED THAT the Thames Centre Special Events Committee change the meeting to be held on August 22, 2019 to Thursday, August 15, 2019 in the Council Chambers located at the Municipal Office in Dorchester. Carried.

10. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: K. Elliott
Seconded by: P. Wearne
(Resolution #TCSEC-20-2019)

RESOLVED THAT the meeting adjourn at 11:24 a.m. Carried.

Original signed by:

Alison Warwick, Chair

Original signed by:

Jenny Wood, Recording Secretary