

MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
THURSDAY, DECEMBER 13, 2018
10:30 A.M., COUNCIL CHAMBERS

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

ALSO PRESENT:
D. Brown, Parks & Facilities Supervisor

ABSENT WITH
REGRET: A. Hill, Community Representative
P. Wearne, Vice-Chair/Community Representative

Chair Warwick called the meeting to order at 10:33 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) **October 25, 2018, regular meeting minutes.** It was:

Moved by: K. Ross
Seconded by: K. Elliott
(Resolution #TCSEC-38-2018)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on October 25, 2018, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS - None.

4. REPORTS OF STAFF

(A) The Director of Community Services & Facilities verbally indicated that Council passed a resolution at it's December 10, 2018 meeting appointing both Brent Jones and Alex Hill as committee members and further mentioned that he would be working on updating the Terms of Reference and also

encouraged the members to seek volunteers to help at events. Discussion to review past events also occurred at this time.

5. COMMITTEE BUSINESS

- (A) **Festival of Lights.** Chair Warwick opened discussion regarding the outcome of Festival of Lights noting that a larger venue may need to be considered in the future, keeping the 2019 date to coincide with the weekend before the U.S. Thanksgiving and alongside other community events.
- (B) **New Year's Eve Party.** Chair Warwick opened discussions for the New Years Eve Party as scheduled on Monday, December 31, 2018 from 4:00 p.m. to 9:00 p.m. at the FlightExec Centre with the following points being covered:
- Entertainment of the Magician is to be confirmed with pricing discussed
 - Skating schedule
 - Bouncy castle
 - Balloon drop
 - Crafts from 4:00 p.m. to 5:30 p.m.
 - Volunteers

Moved by: K. Elliott
Seconded by: K. Ross
(Resolution #TCSEC-39-2018)

RESOLVED THAT the Director of Community Services and Facilities move forward to secure a Magician to entertain during the New Year's Eve Party planned by the Thames Centre Special Events Committee at a cost not greater than \$600. Carried.

6. CORRESPONDENCE - None.

7. UNFINISHED BUSINESS

- (A) **"Soup's On" for the Alzheimer's Society. (A. Warwick).** After discussion, Chair Warwick advised that this item be removed from Unfinished Business but may be addressed in 2019.

8. NEW BUSINESS

- (A) Shauna Rae of the Business Help Centre of Middlesex County was introduced and invited to share information about the services being offered to local businesses.
- (B) Committee members discussed options for other events to be held in 2019 throughout other areas of the municipality.

9. SCHEDULING OF MEETINGS

After discussions, it was:

Moved by: A. Marr
Seconded by: K. Elliott
(Resolution #TCSEC-40-2018)

RESOLVED THAT the following schedule of the Thames Centre Special Events Committee meeting dates for the 2019 calendar year be approved:

Thursday, February 21, 2019 at 10:00 a.m.
Thursday, April 18, 2019 at 10:00 a.m.
Thursday, May 23, 2019 at 10:00 a.m.
Thursday, June 13, 2019 at 10:00 a.m.
Thursday, July 18, 2019 at 10:00 a.m.
Thursday, August 22, 2019 at 10:00 a.m.
Thursday, September 19, 2019 at 10:00 a.m.
Thursday, October 17, 2019 at 10:00 a.m.
Thursday, December 12, 2019 at 10:00 a.m.

noting that such dates and time may be subject to change and that the meetings will be held 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: A. Marr
Seconded by: K. Elliott
(Resolution #TCSEC-41-2018)

RESOLVED THAT the meeting adjourn at 11:28 a.m. Carried.

Original signed by:
Alison Warwick, Chair

Original signed by:
Tammy Butt, Recording Secretary