

MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
THURSDAY, OCTOBER 17, 2019
10:00 A.M., COUNCIL CHAMBERS, MUNICIPAL OFFICE

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

ABSENT WITH REGRET:

P. Wearne, Community Representative
K. Elliott, Council Representative

ABSENT: A. Hill, Vice Chair/Community Representative

The Chair called the meeting to order at 10:06 am.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No pecuniary interests were disclosed at this time.

2. APPROVAL OF PREVIOUS MINUTES

(A) **September 19, 2019, regular meeting minutes.** It was:

Moved by: A. Marr

Seconded by: B. Jones

(Resolution #TCSEC-28-2019)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on September 19, 2019, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS

Chair, A. Warwick moved to item 5 (A).

4. REPORTS OF STAFF

The Director of Community Services and Facilities, M. Henry opened discussion to discuss quorum. He verbally explained to committee members and staff what quorum is and its significance in relation to notifying absences for committee meetings.

5. COMMITTEE BUSINESS

(A) **New Committee Member**

Chair, A. Warwick verbally advised that at the Council meeting held on October 7, 2019, Mike Murray was appointed as a community representative to sit on the Thames Centre Special Events Committee. A. Warwick welcomed M. Murray to the committee.

(B) **Festival of Lights**

Chair, A. Warwick opened discussion for the committee to provide an update of details regarding the planning of Festival of Lights. It was directed that Staff Resource, T. Haffner, advertise for volunteers. A sponsorship request was brought forward and discussion was made as to how the committee can incorporate sponsorships into future events. It was then:

Moved by: K. Ross
Seconded by: A. Marr
(Resolution #TCSEC-29-2019)

RESOLVED THAT The Thames Centre Special Events Committee accept sponsorship's for the 2019 Festival of Lights which will contribute to the current decorations of the municipal office;

AND THAT the Thames Centre Special Events Committee will consider creating sponsorship packages for future events beginning in 2020 with the goal specifically for Festival of Lights, to expand the lighting in the pathway through the community park trail. Carried.

(C) **New Year's Eve**

Chair, A. Warwick opened discussion for the committee to provide an update of details regarding the planning of New Year's Eve. It was directed that Staff Resource, T. Haffner advertise for volunteers.

6. CORRESPONDENCE – None.

7. UNFINISHED BUSINESS

The Director of Community Services and Facilities, M. Henry opened discussion of the community calendar idea that was mentioned at the July 18, 2019 meeting. It was suggested the committee act upon this with a New Year approaching, to collectively establish dates with service clubs for all events within the Municipality of Thames Centre throughout the year. It was then

Moved by: A. Marr
Seconded by: M. Murray
(Resolution #TCSEC-30-2019)

RESOLVED THAT The Thames Centre Special Events Committee form a Thames Centre Special Events Subcommittee;

AND THAT Mike Murray be appointed the Chair of the subcommittee, with a second committee member to be determined at a later time. Carried.

8. NEW BUSINESS

The Director of Community Services and Facilities, M. Henry advised that the "Season's Greeting's" sign that is displayed on the roof of the Municipal Office is being replaced before the 2019 Festival of Lights. It was then:

Moved by: K. Ross
Seconded by: B. Jones
(Resolution #TCSEC-31-2019)

RESOLVED THAT the Thames Centre Special Events Committee use all 2019 sponsorship requests to contribute towards the Season's Greeting display until the 2020 sponsorship packages are created. Carried.

9. SCHEDULING OF MEETINGS

The next regular meeting is scheduled to be held on Thursday, December 12, 2019 at 10:00 a.m. in the Council Chambers located at the Municipal Office in Dorchester.

10. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: K. Ross
Seconded by: B. Jones
(Resolution #TCSEC-32-2019)

RESOLVED THAT the meeting adjourn at 10:58 am. Carried.

Original signed by:
Alison Warwick, Chair

Original signed by:
Jenny Wood, Recording Secretary