



MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
WEDNESDAY, July 13, 2022
9:00 A.M. IN-PERSON MEETING, COUNCIL CHAMBERS, MUNICIPAL OFFICE

PRESENT: A. Warwick, Chair/Council Representative
B. Jones, Community Representative
C. Crockett, Community Representative
D. Brown, Staff Representative
J. Kraft, Community Representative
M. Murray, Vice-Chair/Community Representative
S. MacDonald, Staff Representative
P. Wearne, Community Representative
A. Marr, Community Representative
A. Bushell, Acting Recording Secretary

ABSENT WITH REGRET:
K. Elliott, Council Representative
J. Wood, Recording Secretary

The Chair called the meeting to order at 9:04 am.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
None
2. APPROVAL OF PREVIOUS MINUTES

(A) **June 8, 2022, regular meeting minutes.** It was:

Moved by: C. Crockett
Seconded by: M. Murray
(Resolution #TCSEC-29-2022)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on June 8, 2022, be revised, and adopted. Carried.
3. PRESENTATIONS/DELEGATIONS – None.
4. REPORTS OF STAFF - None.

5. COMMITTEE BUSINESS

(A) **Garden Party and Garden Tour Follow Up.**

General Discussion:

- Moderate attendance.
- Should seek to pair one-off events with other community events in the future.
- Mixed sentiment on making the event an annual event, or a one-off.
- Concerns over signage, and the suggestion to make re-usable signage for multiple events.
- Concerns over accessible parking, will be resolved once the accessible park is complete.
- Possible inclusion of Blindsquare App being used in future events like this.
- Suggestions that this event could be replaced by another on in the future.

(B) **Canada Day Follow Up.**

General Discussion:

- Extensive advertising was done, concern that the Fireworks being on the day before was not known to a small group of people. Advertising beyond what was done, would not be effective or a reasonable use of resources.
- The new location for the stage worked our very well.
- The relocation of the Bike Rodeo caused some minor confusion, but the overall setup was much better.
- Lighting was insufficient for cleanup, but the Phase B pathway lighting project will resolve this concern in the future.
- The lack of lighting for the refreshment section, assisted in dispersing the crowd when it started to get dark but hampered operations.
- Too many cakes were made for the event.
- Flood Lights to be considered in the future.
- An attempt to issue the event poster earlier should be made.
- A suggestion was made to investigate putting event posters in tax mailouts.

(C) **Movies in the Park.**

General Discussion:

- Busier than last year
- Future events include, Thorndale on July 15th (Sing 2), Dorchester on August 6th (Encanto)
- Inquiry into whether digital road signs can be used for the August 6th event, as the July 15th one is too soon to set up anything additional.

(D) **Bridge Fest.**

General Discussion:

- Layout still being worked on.
- Many food trucks committed.
- Inquiries about performing have been received including a Celtic and an award-winning high school band.

- Suggestions for investigating additional stages, that could include busking areas for open mic, or Celtic music.
- A grant was received for a Banner. It was:

Moved by: M. Murray
 Seconded by: C. Crockett
 (Resolution #TCSEC-30-2022)

RESOLVED THAT the opening of Bridge Fest change to 12pm to 8pm, with performances starting at 2. Carried.

M. MacDonald presented possible options for Banners.

Moved by: C. Crockett
 Seconded by: M. Murray
 (Resolution #TCSEC-31-2022)

THAT Banner option B1 as presented by Director MacDonald be selected and Director MacDonald be directed to move forward with that option. Carried.

P. Wearne joined the meeting at 9:47.

Group – Discussion over sign locations, and logistics, for staff consideration. As a further way to inform the public.

Moved by: A. Marr
 Seconded by: M. Murray
 (Resolution #TCSEC-32-2022)

THAT that the group investigates the purchase of polls for banners, and usage of an area for permanent advertisement for events. Carried.

6. SUBCOMMITTEE BUSINESS – None.

7. CORRESPONDENCE – None.

8. UNFINISHED BUSINESS – None.

9. NEW BUSINESS

B. Jones wished to discuss the Back to the garden event that is upcoming on August 20th, and 21st.

Question 1 – Has the special events considered a booth to advertise at this event?

General Discussion:

- It is possible to do so but staffing a table may be an issue.
- The Freedom Age group may have a booth set up and be open to sharing information.

Question 2 – Once the building hits capacity, are they able to project it on a screen, using the municipal blow-up projection screen?

- Municipal staff will have a discussion with B. Jones after the meeting about the use of Municipal resources.

10. CLOSED SESSION - None.

11. SCHEDULING OF MEETINGS

- (A) The next meeting is scheduled to be held on Wednesday, August 10, 2022 at 9:00 a.m.

Moved by: C. Crockett
Seconded by: J. Kraft
(Resolution #TCSEC-33-2022)

THAT the next meeting date be rescheduled to Wednesday, August 10, 2022, at 10:00 a.m. Carried.

12. ADJOURNMENT

Moved by: P. Wearne
Seconded by: A. Marr
(Resolution #TCSEC-34-2022)

THAT the meeting be adjourned at 9:58 a.m. Carried.