

MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
FRIDAY, FEBRUARY 21, 2020
10:00 A.M., COUNCIL CHAMBERS, MUNICIPAL OFFICE

PRESENT: A. Warwick, Chair/Council Representative
A. Marr, Community Representative
D. Brown, Staff Representative
K. Elliott, Council Representative
K. Ross, Community Representative
M. Henry, Staff Representative
M. Murray, Community Representative
T. Haffner, Staff Resource

ABSENT WITH REGRET:

B. Jones, Community Representative
P. Wearne, Community Representative
J. Wood, Recording Secretary

ABSENT: A. Hill, Vice Chair/Community Representative

The Chair called the meeting to order at 10:07 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) **December 12, 2019, regular meeting minutes.** It was:

Moved by: K. Elliott
Seconded by: K. Ross
(Resolution #TCSEC-01-2020)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on December 12, 2019, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS – None.

4. REPORTS OF STAFF

(A) M. Henry verbally reported that the development of the Community Calendar organized by the Thames Centre Special Events Sub-Committee would cost \$2,250 - \$3,150. This calendar would be displayed on the Municipality of Thames Centre's website and the Thames Centre Special Events Committee need to decide what kind of content they would like available. It was:

Moved by: K. Elliott
Seconded by: K. Ross
(Resolution #TCSEC-02-2020)

RESOLVED THAT the Thames Centre Special Events Committee direct staff to move forward with the development of the Community Calendar. Carried.

M. Henry retired from the meeting at 10:11 a.m.

5. COMMITTEE BUSINESS

- (A) **New Years' Eve Follow-up.** The Thames Centre Special Events Committee discussed the festivities that took place during the Magical New Year's Eve Party and the Committee agreed it was an overall success; well-attended and a positive affair. For next year, the Committee would like to focus on:
- Ordering a second bouncy castle and hire three attendees to watch the users;
 - Contacting a service group to serve food;
 - No horns or purchase silent blowers; and
 - Add additional advertisement to the Signpost and Village Voice.
- (B) **Spirit Awards.** D. Brown presented to the Thames Centre Special Events Committee (TCSEC) four different occasion spirit award signs; Easter, Canada Day, Halloween and Christmas. The signs were quoted at 18"x24" and prices varied based on quantity ordered. After discussion amongst the Committee, it was:

Moved by: K. Ross
Seconded by: M. Murray
(Resolution #TCSEC-03-2020)

RESOLVED THAT the Thames Centre Special Events Committee direct staff to move forward with purchasing four (4) spirit award signs for Easter, Canada Day and Halloween and ten (10) spirit award signs for Christmas;
AND THAT staff be directed to design and order four (4) generic Thames Centre spirit award signs.

6. SUB-COMMITTEE BUSINESS

- (A) **Sub-Committee Calendar.** The Chair presented a letter to the Thames Centre Special Events Committee regarding what the Community Calendar will consist of. This letter will be distributed to services groups, churches, schools etc. within Thames Centre. It was:

Moved by: K. Elliott
Seconded by: M. Murray
(Resolution #TCSEC-04-2020)

RESOLVED THAT the Thames Centre Special Events Committee accept the letter regarding the Community Calendar presented. Carried.

7. CORRESPONDENCE – None.

8. UNFINISHED BUSINESS – None.

9. NEW BUSINESS

(A) K. Elliott brought forward a mental health event being held by Michael Landsberg on Tuesday, April 28, 2020 at 7:00 p.m. at the FlightExec Centre. K. Elliott requested that the Thames Centre Special Events Committee help promote the event and look into having a guest speaker or an awareness table set up at the Volunteer Appreciation Breakfast. This would be a great opportunity to sell tickets for the Michael Landsberg event. It was:

Moved by: A. Marr
Seconded by: M. Murray
(Resolution #TCSEC-05-2020)

RESOLVED THAT K. Elliott will organize the guest speaker at the Volunteer Appreciation Breakfast and will keep the Thames Centre Special Events Committee up to date with future plans. Carried.

10. SCHEDULING OF MEETINGS

The next regular meeting is to be held on Thursday, April 16, 2020 at 10:00 a.m. in the Council Chambers located at the Municipal Office in Dorchester.

11. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: K. Elliott
Seconded by: A. Marr
(Resolution #TCSEC-06-2020)

RESOLVED THAT the meeting adjourned at 10:54 a.m. Carried.

Original Signed by:
Alison Warwick, Chair

Original Signed by:
Tori Haffner, Staff Resource