

MINUTES
THAMES CENTRE SPECIAL EVENTS COMMITTEE
WEDNESDAY, OCTOBER 6, 2021
10:00 A.M., ONLINE MEETING (ZOOM)

<https://us02web.zoom.us/j/81031028428?pwd=ZjBJdW1lTHduZ3VSMXlsbDdEeTBoQT09>

PRESENT: A. Marr, Community Representative
A. Warwick, Chair/Council Representative
B. Jones, Community Representative
D. Brown, Parks and Facilities Supervisor, Staff Representative
K. Elliott, Council Representative
P. Wearne, Community Representative
M. Murray, Community Representative
T. Haffner, Administrative Assistant of Recreation and Fire, Staff
Resource/Recording Secretary
J. Wood, Recording Secretary

ABSENT: A. Hill, Vice Chair/Community Representative
K. Ross, Community Representative
S. MacDonald, Director of Community Services and Facilities, Staff
Representative

K. Elliott, Council Representative, chaired the meeting.

K. Elliott called the meeting to order at 10:00 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) **September 1, 2021 regular meeting minutes.** It was:

Moved by: A. Marr

Seconded by: P. Wearne

(Resolution #TCSEC-24-2021)

RESOLVED THAT the minutes of the Thames Centre Special Events Committee held on September 1, 2021, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS – None.

4. REPORTS OF STAFF – None.

5. COMMITTEE BUSINESS

(A) **BridgeFest Recap and Begin 2022 Planning.** The Parks and Recreation Supervisor along with M. Murray and B. Jones verbally reported that

BridgeFest was a huge success. For BridgeFest 2022, the Thames Centre Special Events Committee (TCSEC) suggested:

- Expanding the event, and closing down Dorchester Road to the FlightExec Centre and use the baseball parking lot to have even more booths;
- Continuing to incorporate BridgeFest with the STIHL weekend if they come back;
- Incorporating a car show;
- Use the bridge for walking /listening to music only and put all the booths on the closed portion of Hamilton Road;
- Include Home Hardware in next years event, as the stage is very close to their parking area;
- Since we are looking for more space, maybe we move the event into the Dorchester Park;
- For vendors, it is suggested that there be a nominal fee to pay in order to participate in the event. It can also be discussed that local booths be free of charge.

At this time, the TCSEC discussed setting a date for BridgeFest 2022 to Saturday, September 10, 2022. It was:

Moved by: A. Marr
Seconded by: P. Wearne
(Resolution #TCSEC-25-2021)

RESOLVED THAT the Thames Centre Special Events Committee will move forward with planning for BridgeFest 2022 and reserve Saturday, September 10, 2022.

AND THAT staff contact the food trucks organizer and vendors who participated this year.

AND THAT staff look into how much to charge a vendor to attend BridgeFest 2022.
Carried.

(B) **Festival of Lights.** The Parks and Recreation Supervisor, along with the Chair suggest moving the event into the Dorchester Park. With the idea of moving it to the pavilion, it does remove the liability of driving a tractor throughout the park, with people also walking. With moving this event to the park, the Thames Centre Special Events Committee will work on purchasing lights for a tree, as well as, figurines for the light posts. For this year the TCSEC will:

- Contact the Tim Horton's truck to serve hot chocolate;
- Invite the school to sing on the stage. If the schools are unavailable, B. Jones will reach out to other performers;
- Connect with Santa, and invite him; and
- Call the food truck organizer to see if any food trucks are available for this event.

The Festival of Lights will be held on Friday, November 19, 2022 at 6:00 p.m., with the lighting of the lights to be at 7:00 p.m. It was:

Moved by: A. Marr
Seconded by: P. Wearne
(Resolution #TCSEC-26-2021)

RESOLVED THAT the Thames Centre Special Events Committee will hold the Festival of Lights Event on Friday, November 19, 2021 at 6:00 p.m.
AND THAT staff contact the food trucks organizer and all other participants involved in this event. Carried

6. SUB-COMMITTEE BUSINESS – None.

7. CORRESPONDENCE – None.

8. UNFINISHED BUSINESS – None.

9. NEW BUSINESS

(A) Closed Session – Committee Appointment Request

Moved by: A. Marr
Seconded by: P. Wearne
(Resolution #TCSEC-27-2021)

THAT the Committee move into closed session at 10:37 a.m. pursuant to:

- Section 239(2)(b) of the Municipal Act, being "personal matters about identifiable individuals, including municipal or local board employees", regarding committee appointments. **Carried.**

Moved by: P. Wearne
Seconded by: B. Jones
(Resolution #TCSEC-28-2021)

RESOLVED THAT the Council reconvene at 10:40 a.m. in order to continue with its deliberations. Carried.

Moved by: M. Murray
Seconded by: P. Wearne
(Resolution #TCSEC-29-2021)

RESOLVED THAT the Thames Centre Special Events Committee (TCSEC) request the municipal Clerk to prepare a report for Council's consideration recommending an additional appointment to the TCSEC. Carried.

- (B) B. Jones has been in touch with a graphic artist who has expressed interest in making posters for the Thames Centre Special Events Committee. The committee suggested this artist can start by making a poster for the Festival of Lights, once all details are confirmed.

10. SCHEDULING OF MEETINGS

The next regular meeting is to be held on Wednesday, November 3, 2021 at 10:00 a.m. in the Council Chambers located at the Municipal Office in Dorchester, as well as, online, via Zoom.

11. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: M. Murray
Seconded by: A. Marr
(Resolution #TCSEC-30-2021)

RESOLVED THAT the meeting adjourned at 10:45 a.m. Carried.