



## Minutes

### Municipality of Thames Centre

### Thames Centre Special Events Committee

**June 12, 2024, 12:00 P.M.**

**Municipal Office - Council Chambers  
4305 Hamilton Road, Dorchester, ON**

Members Present: C. Crockett, Chair/Council Representative  
M. Murray, Vice-Chair/Community Representative  
D. Lockie, Council Representative  
P. Wearne, Community Representative  
A. Marr, Community Representative  
K. Carter, Community Representative  
M. Mundy, Community Representative  
S. Baker, Community Representative  
N. Abra, Community Representative

Members Absent: J. Kraft, Community Representative

Staff Present: D. Brown, Staff Representative  
S. MacDonald, Staff Representative  
S. Henshaw, Deputy Clerk  
A. Malchesky, Recording Secretary

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#### 1. Call To Order

The meeting was called to order at 12:01 p.m.

#### 2. Approve Agenda

**Resolution: TCSEC-019-2024**

**Moved by:** A. Marr

**Seconded by:** P. Wearne

**THAT** the June 12, 2024, Regular Meeting Agenda of the Thames Centre Special Events Committee **BE APPROVED** as circulated.

**Carried.**

#### 3. Disclosure Of Pecuniary Interest

No pecuniary interests were disclosed.

#### 4. Previous Minutes

**Resolution: TCSEC-020-2024**

**Moved by:** N. Abra

**Seconded by:** K. Carter

**THAT** the minutes of the Thames Centre Special Events Committee meeting held on May 8, 2024, **BE RECEIVED**.

**Carried.**

**5. Presentations/Delegations**

No items.

**6. Reports of Staff**

**6.1 C-TCSEC-008-2024 - Thorndale Movie Night - July 12, 2024**

The Committee discussed the potential conflict with a Thorndale Agricultural Society baseball tournament occurring on the same day as the scheduled movie night and inquired about the location and start time of the event. Staff assured the Committee that there are no scheduling conflicts.

The Committee discussed and inquired about using the same special events signage as last year to promote the movie night.

**Resolution: TCSEC-021-2024**

**Moved by:** M. Murray

**Seconded by:** M. Mundy

**THAT** Report No. C-TCSEC-008-24 **BE RECEIVED** for information.

**Carried.**

**6.2 C-TCSEC-009-2024 - Corn Fest Update - June 2024**

The Committee discussed the current number of vendors registered and inquired about the previous costs associated with BridgeFest and the number of vendors registered at this time last year.

The Committee discussed and inquired about the sale of corn at Corn Fest and where the Committee would be getting it from.

The Committee discussed non-profit groups as vendors and whether they should be paying the registration fee.

The Committee discussed the different revisions that could be made to the design of the Corn Fest promotional banner and inquired on the production date.

The Committee discussed potentially partnering with the sponsorship radio station in Tillsonburg to help promote Corn Fest.

**Resolution: TCSEC-022-2024**

**Moved by:** S. Baker

**Seconded by:** D. Lockie

**THAT** Report No. C-TCSEC-009-2024 **BE RECEIVED** for information.

**Carried.**

**Resolution: TCSEC-023-2024**

**Moved by:** K. Carter

**Seconded by:** S. Baker

**THAT** staff **BE DIRECTED** to waive Corn Fest vendor fees for any registered non-profit organizations located within Thames Centre that wish to apply for a booth at the event, provided the organization provides proof of status;

**AND THAT** any registered non-profit organizations located outside of Thames Centre pay the full vendor fee for a booth at Corn Fest.

**Carried.**

**Resolution: TCSEC-024-2024**  
**Moved by:** M. Mundy  
**Seconded by:** N. Abra

**THAT** staff **BE DIRECTED** to amend the draft Corn Fest banner, as amended to the following:

- Include municipal slogan, “Together we grow”
- Include generic additional information – location, vendor information (using QR code for signup)
- Reduce the size of the QR Code
- Website information;

**AND THAT** the Committee authorize the Chair to provide **FINAL APPROVAL** to staff of the final proof of the banner.

**Carried.**

**6.3 C-TCSEC-010-2024 - Canada Day Final Update 2024**

The Committee inquired if the Mayor could provide greetings at the opening ceremony for Canada Day. Staff will contact the Mayor.

The Committee discussed and inquired about the Canada Heritage requirements for bilingualism in advertising and greetings, to ensure compliance with the grant.

The Committee provided direction to staff to start advertising by reaching out to the Communications Coordinator to post on social media.

**Resolution: TCSEC-025-2024**  
**Moved by:** A. Marr  
**Seconded by:** K. Carter

**THAT** Report No. C-TCSEC-010-2024 **BE RECEIVED** for information.

**Carried.**

**7. Committee Business**

No items.

**8. Correspondence**

**8.1 Dorchester Lions Club - Request for Donation for 2024 Canada Day Fireworks**

The Committee discussed the amount to be donated to the Dorchester Lions Club for fireworks and the total cost each year to provide this service.

**Resolution: TCSEC-026-2024**  
**Moved by:** D. Lockie  
**Seconded by:** S. Baker

**THAT** Correspondence Items 8.1 **BE RECEIVED** for information.

**AND THAT** the Thames Centre Special Events Committee **APPROVE** the donation of \$1,500.00 towards 2024 Canada Day fireworks;  
**AND THAT** this item be **REFERRED** to the committee’s 2025 budget discussions.

**Carried.**

**8.2 Community Employment Choices - Community Pop-Up Booth Inquiry**

The Committee discussed the various upcoming community events as it pertains to community booths and vendor fees.

**Resolution: TCSEC-027-2024**  
**Moved by:** M. Murray  
**Seconded by:** S. Baker

**THAT** Correspondence Item 8.2 be **RECEIVED** for information;  
**AND THAT** Community Employment Choices be invited and hold a community booth at the upcoming Canada Day event.

**Carried.**

**9. Unfinished Business**

No items.

**10. New Business**

No items.

**11. Scheduling of Meetings**

The next meeting is scheduled to be held July 10, 2024, at 12:00 p.m.

**12. Adjournment**

There being no further business to discuss it was:

**Resolution: TCSEC-028-2024**  
**Moved by:** P. Wearne  
**Seconded by:** D. Lockie

**RESOLVED THAT** the meeting adjourn at 12:53 p.m.

**Carried.**