



**Regular Meeting Minutes**  
**Municipality of Thames Centre**  
**Active Living Centre Advisory Committee**

**April 25, 2025, 9:00 A.M.**  
**Meeting Room #1, Thorndale Lions Community Centre**  
**265 Upper Queen Street, Thorndale**

Members Present: J. Kemp, Community Representative  
J. Bugo, Community Representative  
R. Chowen, Community Representative  
N. Kell, Community Representative

Staff Present: K. Gress, Active Living Coordinator  
S. Henshaw, Deputy Clerk

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**1. Call to Order**

Chair Kemp called the meeting to order at 9:00 a.m.

**2. Approval of Agenda**

**Resolution # TCALCAC-005-25**

**Moved by:** N. Kell

**Seconded by:** J. Bugo

**THAT** the April 25, 2025 Regular Meeting Agenda of the Active Living Centre Advisory Committee **BE APPROVED** as presented.

**Carried.**

**3. Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**4. Previous Minutes**

**Resolution # TCALCAC-006-25**

**Moved by:** N. Kell

**Seconded by:** J. Bugo

**THAT** the minutes of the Active Living Centre Advisory Committee Regular Meeting on January 24, 2025 **BE RECEIVED.**

**Carried.**

**5. Presentations/Delegations**

No items.

**6. Reports of Staff**

**6.1 Committee Memberships (Discussion Item)**

S. Henshaw, Deputy Clerk, explained the formal recruitment process for new members for the Thames Centre Active Living Advisory Committee.

The Committee discussed methods of advertising for new members, including posters in the local libraries, articles in the local newspapers, telling people verbally and reaching out to service clubs (including the Dorchester & District Lions Club and Thorndale Lions Club).

S. Henshaw advised that advertising could also be included on the municipal website and social media.

K. Gress advised that advertising could also be included in the Active Living Centre weekly email newsletter.

The Committee discussed the necessity to appoint a Vice-Chair and decided to wait until new members join the committee.

**Resolution # TCALCAC-007-25**

**Moved by:** R. Chowen

**Seconded by:** N. Kell

**THAT** staff **BE DIRECTED** to advertise for four (4) members to join the Thames Centre Active Living Centre Advisory Committee;

**AND THAT** staff **BE DIRECTED** to advertise through the municipal website and social media accounts, at the Thorndale Lions Community

Centre and FlightExec Centre, at the Dorchester and Thorndale libraries, reaching out to local service clubs (ex: Dorchester and Thorndale Lions Clubs), News and Views newsletter and both local newspapers (St. Mary's Independent and Dorchester Signpost).

**Carried.**

The Committee discussed its Terms of Reference and the current recommended composition of members, which includes two (2) Dorchester & District Lions Club Members.

The Committee discussed the benefits of including representation from both the Dorchester and Thorndale Lions Clubs.

**Resolution # TCALCAC-008-25**

**Moved by:** N. Kell

**Seconded by:** J. Bugo

**THAT** the Terms of Reference for the Thames Centre Active Living Centre Advisory Committee **BE AMENDED** to include the following Committee Composition:

- 4 Residents – (not required to be a Lions Active Living Centre Member)
- 1 Dorchester & District Lions Club Member
- 1 Thorndale Lions Club Member
- 2 Lions Active Living Centre Members – (pay membership and are active in programs)

**Carried.**

The Committee discussed the Terms of Reference's requirement for the meeting location to be at the FlightExec Centre in Dorchester. The Committee discussed the benefits of including the Thorndale Lions Community Centre in this requirement, since the Committee currently alternates its meeting locations between both Active Living Centre locations.

**6.2 Activity Report (Verbal Report, K. Gress)**

K. Gress, Active Living Coordinator, reported that the monthly hot meals have been very successful and are a good fundraiser. The new menu and prize amounts for the bid euchre tournaments have increased fundraising amounts.

K. Gress reported the bus trips have been selling out and that the mystery tour in April was interesting, entertaining and only 45 minutes from Dorchester.

The Committee discussed having an interest in comparing participation levels to previous quarters in the activity report. K. Gress confirmed that comparison statistics could be included in future reporting.

K. Gress reported that over 50 people attended the Brain Health workshop and it was very well received. There are plans to offer the workshop again in the fall. There are other seminars and workshops of this nature scheduled in May and June as well.

The Committee discussed the importance of these informative workshops to help seniors.

**Resolution # TCALCAC-009-25**

**Moved by:** J. Bugo

**Seconded by:** R. Chowen

**THAT** the Activity Report **BE ACCEPTED** as presented.

**Carried.**

**7. Committee Business**

K. Gress announced that Thames Centre has received a grant from the Government of Ontario that will help expand Active Living activities in Thorndale. Karleigh Schruder has been hired to join the Active Living Team, starting on Monday, April 28, 2025. Program suggestions for new programs, events, and activities can be sent to [activeliving@thamescentre.on.ca](mailto:activeliving@thamescentre.on.ca).

The Committee discussed the upcoming summer programs running at the same time as the municipal playground program. K. Gress confirmed there would be space allotted for Active Living programs.

The Committee discussed the updated Active Living Centre brochure and flyer advertising the programs offered.

The Committee discussed the possibility of including contact information for committee members in its publications and noted the privacy concerns in doing so.

**8. Correspondence**

No items.

**9. New Business**

No items.

**10. Scheduling of Meetings**

**Monday, July 25, 2025 at 9:00 a.m.**

Active Living Centre  
2066 Dorchester Road, Dorchester

**Friday, October 24, 2025 at 9:00 a.m.**

Meeting Room #1, Thorndale Lions Community Centre  
265 Upper Queen Street, Thorndale

**11. Adjournment**

**Resolution # TCALCAC-010-25**

**Moved by:** N. Kell

**Seconded by:** J. Bugo

**RESOLVED THAT** the meeting **ADJOURN** at 10:30 a.m.

**Carried.**