

THE CORPORATION OF THE CITY OF ST. THOMAS
MINUTES
THE EIGHTH MEETING OF THE SPECIAL EVENTS COMMITTEE 2019

COMMITTEE ROOM #304
CITY HALL

NOVEMBER 6, 2019

3:00 p.m. The meeting convened with Councillor Gary Clarke, Chair, presiding.

ATTENDANCE

Members

Councillor Gary Clarke, Chair
Earl Taylor, Chair, DDB
Kim Destun, Fire Prevention Officer
Tim Bridge, Lead Hand Building Maintenance
Mayor Joe Preston
Dave Aristone, Director of Finance & City Treasurer
Jamie Yolkowskie, Building & Plumbing Inspector
Steve Bogart, Staff Sergeant, STPS
Christy Hunking, Chamber of Commerce
Matthew Vriens, Manager, Roads and Transportation
Martin Run, Booking Coordinator, Parks, Rec & PR
Adrienne Jefferson, Supervisor, Parks & Forestry
Megan Pickersgill, Tourism Coordinator
Simran Saini, Southwestern Public Health
Cathy Topping, Chair, MAAC

Officials

Melanie Knapp, Corporate Admin
& Accessibility Clerk, Secretary
Sean Dyke, CEO, EDC

Others

Cindy Webber, HOPE
Bob Jackson, Optimist Club

Absent

Jason Rick, EMS Ambulance Representative

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by Dave Aristone - Martin Run:

THAT: The minutes of the meeting held on October 2, 2019 be confirmed.

Carried.

PETITIONS AND COMMUNICATIONS

Permit Applications

Remembrance Day - Royal Canadian Legion - November 11, 2019

M. Run advised that a permit had not been signed to use the City property.

C. Topping inquired about accessibility parking for the event.

T. Bridge stated that an on site meeting had been arranged for the morning of November 11th and that he would inquire about parking at that time.

Motion by Martin Run - David Aristone:

THAT: The Special Events Committee supports the permit for Remembrance Day to be held on November 11, 2019; and further,

THAT: A permit be submitted to the Parks and Recreation Department for the rental of the property; and further,

THAT: All other necessary requirements be fulfilled to the satisfaction of the Corporation of the City of St. Thomas.

Carried.

CONFIRMED _____

CHAIRMAN

8th meeting - Special Events Committee - 2

Lantern Parade of Hope – HOPE of Elgin – November 21, 2019

Ms. Webber explained that due to security concerns at the St. Thomas Elevated Park, the Committee was hoping to use the Dance Pavilion at Pinafore Park for the event instead.

A. Jefferson advised that the Pinafore Park washrooms are closed, but the Dance Pavilion could be rented and a garbage can could be provided for the event. Further, she advised that there were porta johns available in the Park.

S. Saini asked whether food would be served at the event.

Ms. Webber stated that hot chocolate would be served at the event.

T. Bridge asked whether hydro was required.

Ms. Webber stated that the lanterns would be battery operated but that the organizers would like to have the pavilion lights on for the event.

Motion by Steve Bogart - Matt Vriens:

THAT: The Special Events Committee supports the permit for Lantern Parade of Hope to be held on November 21, 2019; and further,

THAT: Southwestern Public Health be contacted regarding food/beverage requirements at the event; and further,

THAT: A permit be submitted to the Parks and Recreation Department for the rental of the pavilion and use of garbage can; and further,

THAT: All other necessary requirements be fulfilled to the satisfaction of the Corporation of the City of St. Thomas.

Carried.

Railway City Arts Crawl – St. Thomas EDC – February 28-29, 2019

M. Pickersgill stated that the Railway City Arts Crawl would be a drop-in event with alcohol being served in the pavilion at the Horton Farmers' Market. She requested that the Parks, Recreation and Property Management Department assist by opening washrooms, turning on electricity and snow removal and that the St. Thomas EDC would take care of additional permits and fencing requirements.

T. Bridge advised that he would ensure that washrooms and electricity would be available for the event.

M. Vriens advised that he would ensure that snow removal was provided for the event.

Motion by Tim Bridge - Cathy Topping:

THAT: The Special Events Committee supports the permit for the Railway City Arts Crawl to be held on February 28-29, 2019; and further,

THAT: Southwestern Public Health be contacted regarding food/beverage requirements at the event; and further,

THAT: All other necessary requirements be fulfilled to the satisfaction of the Corporation of the City of St. Thomas.

Carried.

UNFINISHED BUSINESS

Upcoming Events

The members discussed outstanding items relating to upcoming special events.

CONFIRMED _____ CHAIRMAN

NEW BUSINESS

Santa Claus Parade - Optimist Club

Mr. Jackson asked whether construction on First Avenue would be completed before the event.

M. Vriens advised that construction on First Avenue would be completed before the event. Further, he advised that he had received an email that a person with a disability needs to get through the parade to attend a function at the CASO Station.

M. Vriens advised that the Roads Division and the Optimist Club would work together to find a solution.

ADJOURNMENT

3:18 p.m. The meeting adjourned.