

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

VIA MICROSOFT TEAMS

JUNE 3RD, 2026

3:30 p.m. The meeting convened with Councillor Clarke, Chair, presiding.

ATTENDANCE

Members

Councillor Clarke
Todd Sawyer, Supervisor, Parks and Forestry
Dave Gregory, Fire Chief
Sheila Rodaway, Municipal Accessibility Advisory Committee
Sarah Lynch, Downtown Development Board
Simran Saini, Southwestern Public Health
Megan Pickersgill, Economic Development Corporation

Officials

Matt Smale, Legislative Services Coordinator

Regrets

Aaron Dooling, Purchasing and Insurance Coordinator
Grayden Laing, St. Thomas Downtown Development Board
Paul Jenkins, St. Thomas and District Chamber of Commerce
Angelo DiCicco, Chief Building Official
Jeremy Lapadat, Staff Sergeant, St. Thomas Police Service
Matt Vriens, Manager of Roads and Transportation

Applicants

Patty Tsonis, Alma College Square Charity Walk
Brittani Gallien, Alma College Square Charity Walk

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by D. Gregory - S. Rodaway:

THAT: The minutes of the meeting held on May 6, 2026 be confirmed.

Carried.

NEW BUSINESS

Alma College Square Charity Walk - September 12, 2026

The applicants provided an overview of the event noting that the walk would conclude at Pinafore Park.

The members advised that the applicants should contact the Parks and Recreation Department to secure a pavilion or area at the park.

Motion by S. Lynch - T. Sawyer:

THAT: The Special Events Committee supports the permit for the Alma College Square Charity Walk to be held September 12th, 2026; and further,

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

THAT: The Parks and Recreation Department be contacted regarding garbage cans and picnic tables for the event; and further,

THAT: Music and/or concert entertainment occurring as part of the event comply with the noise conditions set forth in the Festival and Events Manual; and further,

THAT: The Permit is conditional upon submission of a certificate of public liability and property

CONFIRMED _____ CHAIRMAN

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damage insurance with a covering limit of \$5,000,000.00 to be provided by the affiliated organization certifying that the City of St. Thomas has been named as an additional insured for this event; and further,

THAT: The certificate of insurance be submitted to the Treasury Department at least two weeks prior to the start of the event; and further,

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

Carried.

Downtown Oktoberfest - September 19th, 2026

Ms. Lynch advised that the event would be held on the southeast corner of Ross Street and Talbot Street with a street hockey tournament being held on closed portions of the adjoining streets.

Motion by S. Saini - D. Gregory:

THAT: The Special Events Committee supports the permit for the Downtown Oktoberfest to be held September 19th, 2026; and further,

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

THAT: A report to Council be prepared relating to road closures for the event; and further,

THAT: Businesses in the event area affected by road closures be notified of those closures in advance.

THAT: Music and/or concert entertainment occurring as part of the event comply with the noise conditions set forth in the Festival and Events Manual; and further,

THAT: The Planning and Building Services Department be contacted regarding the requirements for a tent permit; and further,

THAT: The Parks and Recreation Department be contacted regarding the delivery and pickup of garbage cans and picnic tables for the event; and further,

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

Carried.

Orange Shirt Day - September 30th, 2026

Motion by S. Rodaway - M. Pickersgill:

THAT: The Special Events Committee supports the permit for Orange Shirt Day to be held September 30th, 2026; and further,

THAT: The Manager of Transportation and By-Law prepare a report to Council regarding road closures for the event; and further,

THAT: Music and/or concert entertainment occurring as part of the event comply with the noise conditions set forth in the Festival and Events Manual; and further,

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

Carried.

UNFINISHED BUSINESS

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NEW BUSINESS

ADJOURNMENT

3:42 p.m. The meeting adjourned.

Carried.