

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

VIA MICROSOFT TEAMS

JULY 8TH, 2026

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

ATTENDANCE

Members

Councillor Clarke
Todd Sawyer, Supervisor, Parks and Forestry
Jeremy Lapadat, St. Thomas Police Service
Angelo DiCicco, Chief Building Official
Sheila Rodaway, Municipal Accessibility Advisory Committee
Matt Vriens, Manager of Roads and Transportation
Simran Saini, Southwestern Public Health
Megan Pickersgill, Railway City Tourism
Paul Jenkins, St. Thomas and District Chamber of Commerce
Grayden Laing, St. Thomas Downtown Development Board

Officials

Matt Smale, Legislative Services Coordinator

Regrets

Dave Gregory, Fire Chief
Aaron Dooling, Purchasing and Insurance Coordinator

Applicants

Nohora Sepulveda, United Way Plane Pull
Chris McInnis, United Way Plane Pull

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by S. Rodaway - A. DiCicco:

THAT: The minutes of the meeting held on June 3, 2026 be confirmed.

Carried.

NEW BUSINESS

United Way Plane Pull - October 2nd, 2026

Motion by M. Vriens - S. Rodaway:

THAT: The Special Events Committee supports the permit for the United Way Plane Pull to be held October 2nd, 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 to determine the availability of garbage cans and picnic tables for the event; and further,

THAT: A tent and/or building be obtained from the municipality of Central Elgin if necessary for tents and temporary stage, lighting or sound structures; and further,

THAT: Music and/or concert entertainment occurring as part of the event comply with Central Elgin's noise by-law; and further,

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

CONFIRMED _____ CHAIRMAN

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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 and the Airport Manager.

Carried.

Optimist Father's Day Car Show - June 20th, 2027

Motion by J. Lapadat - A. DiCicco:

The Legislative Services Coordinator advised that adjustments would be made prior to the 2027 event to better manage traffic flow and alleviate traffic congestion on Elm Street during the event.

THAT: The Special Events Committee supports the permit for the Optimist Father's Day Car Show to be held June 20th, 2027; and further,

THAT: Southwestern Public Health be contacted regarding food/beverage requirements 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: A site consultation occur to arrange site setup, layout and to discuss utility requirements at Pinafore Park prior to the start of the event; and further,

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

UNFINISHED BUSINESS

NEW BUSINESS

Chamber of Commerce Block Party

Mr. Jenkins thanked the members for their support during the recent Chamber of Commerce Block Party and advised that it was hoped this would become an annual event.

ADJOURNMENT

3:37 p.m. The meeting adjourned.

Carried.