



The Corporation of the Township of Seguin

Recreation and Culture Committee

Draft Minutes of Wednesday, December 18th, 2024

A meeting of the Township of Seguin Recreation and Culture Committee was held December 18th, 2024 at the Township of Seguin Municipal Office Council Chambers and by electronic participation.

The following Members were present:

- Janet Borneman, Chair (Council Chambers)
- Kristine Cameron (videoconference)
- Sue Coxhead (Council Chambers)
- Sam Fraser (Council Chambers)
- Cathy Lucas (Council Chambers)
- Terri Retzler (Council Chambers)
- Councillor Ken Adams (videoconference)
- Councillor Gail Finson (videoconference)

Staff present:

- Kara Duggan (Council Chambers)
- Donna McLeod (Council Chambers)

Regrets were received from:

- Laurie McDonald

Absent Members:

- Dominique O'Brien
- Donald Sanderson

Resolution No. 2024-047

Moved by: Sam Fraser

Seconded by: Terrie Retzler

“**THAT** we do now convene this Regular Meeting of the Township of Seguin Recreation and Culture Committee at 7:12 pm and approve the Agenda as circulated.”.

CARRIED

Approval of Agenda.

After the meeting was called to order, the Chair requested approval of the Agenda. The Agenda was approved as circulated.

Disclosure of Pecuniary Interest.

The Chair requested the disclosure of any possible pecuniary interests, none were declared.

Resolution No. 2024-048

Moved by: Sam Fraser

Seconded by: Cathy Lucas

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby approve the Minutes of the Committee Meeting of November 20th, as circulated.”.

CARRIED

Passport Idea – Update

Kristine Cameron informed the SRCC that there is no update at this time as waiting to hear about the rebranding.

Action Items:

- **Kara Duggan will speak to Dominique O’Brien regarding rebranding.**
- **Kristine Cameron will send the draft passport to Valerie Iancovich for review.**

Turkey Dinner- Recap

Gail Finnon informed the SRCC that the Turkey Dinner was a success and was well attended. The SRCC discussed the pros and cons to make next year even better.

Action Items:

- **Ken Adams will investigate purchasing insulated bags for delivery of food to homes.**
- **Make sure the plow drivers receive a hot meal delivered to them while they are out clearing the roads.**

New Years Eve – Update

Terry Fellner is looking for someone to light the fireworks. There will be kid's crafts, outdoor activities, BBQ, hot chocolate, coffee and tea. This event will run from 4:00 pm to 8:00 pm with fireworks at 6:00 pm.

Foley Christmas Market – Recap

Cathy Lucas informed the SRCC that this event went well, with craft tables, baking table and sandwiches for sale.

Action Item:

- **Follow up with Dominique O'Brien regarding having a sandwich board for future events.**

Kids Christmas Party – Recap

Sue Coxhead informed the SRCC that this event was well attended and everyone enjoyed it. The magician was a hit with the children along with Santa.

Action Item:

- **Sam Fraser will submit her expenses at the January meeting.**

Resolution No. 2024-049

Moved by: Sam Fraser

Seconded by: Terri Retzler

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby approve payment to Sue Coxhead in the amount of \$1,116.16 for expenses from the Kids Christmas Party.”.

CARRIED

Resolution No. 2024-050

Moved by: Terri Retzler

Seconded by: Sue Coxhead

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby approve payment to Lori Wylie in the amount of \$256.17 for expenses from the Kids Christmas Party.”.

CARRIED

Resolution No. 2024-051

Moved by: Sam Fraser

Seconded by: Cathy Lucas

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby approve payment to Terri Retzler in the amount of \$21.86 for expenses from the Kids Christmas Party.”.

CARRIED

Calendar of Events 2025

SRCC members were reminded to send Donna McLeod events to be added to the calendar.

Action Item:

- **Send dates of events also to Kara Duggan for booking of halls.**

Committee of Council Feedback form – Update

Please complete the form and send to Donna McLeod.

Communication Policy for Committee – Update

Kristine Cameron is willing to take on this task. Kristine Cameron will complete forms for all events and send to Valerie Iancovich for posting.

Resolution No. 2024-052

Moved by: Ken Adams

Seconded by: Gail Finnon

“**THAT** the Township of Seguin Recreation and Culture Committee does appoint Kristine Cameron as the Communication Contact.

CARRIED

Financial Statement

The SRCC reviewed the financial statement prepared by Michele Fraser.

Action Item:

- **This item will be added to the next agenda for discussion.**

Resolution No. 2024-053

Moved by: Terri Retzler

Seconded by: Cathy Lucas

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby adjourn at 7:48 pm to meet again on Wednesday, January 15th, 2025 at 7:00 pm or at the call of the Chair.”.

CARRIED

**Janet Borneman,
Chair**

**Donna McLeod,
Clerk’s Department**