



# **The Corporation of the Township of Seguin**

## **Recreation and Culture Committee Agenda**

**Wednesday, January 15<sup>th</sup>, 2025 at 7:00 pm**

**Township of Seguin Municipal Office Council Chambers and by Electronic Participation**

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- 1. Call to Order and Approval of the Agenda. ®**
- 2. Declaration of Possible Pecuniary Interest.**
- 3. Adoption of Draft Minutes of December 18<sup>th</sup>, 2024. ®**
- 4. Passport Idea - Update.**
- 5. Turkey Dinner - Recap.**
- 6. New Years Eve - Recap.**
- 7. Calendar of Events 2025.**
- 8. Committee of Council Feedback form – Update (Jason Inwood).**
- 9. Financial Statement - Review.**
- 10. Upcoming Events.**
- 11. Other Business.**
- 12. Adjournment. ®**



# **The Corporation of the Township of Seguin**

## **Recreation and Culture Committee**

### **Draft Minutes of Wednesday, December 18<sup>th</sup>, 2024**

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A meeting of the Township of Seguin Recreation and Culture Committee was held December 18<sup>th</sup>, 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 15<sup>th</sup>, 2025 at 7:00 pm or at the call of the Chair.”.

**CARRIED**

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**Janet Borneman,  
Chair**

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**Donna McLeod,  
Clerk’s Department**