

**Engage and Inform Committee  
Meeting Minutes  
Wednesday, September 3<sup>rd</sup>, 2025**

**Members Present:** Councillor Valerie Durston, Mayor David Mayberry, Councillor Paul Buchner, Deb Riley and Tabitha Kosmal

**Staff Present:** Acting CAO/Deputy Clerk Julie Middleton, Manager of Legislative Services/Clerk Denny Giles, Legislative Services/Records Management Coordinator Nicole Chambers

**Regrets:** Catherine White and Jen Thomson

## Call Meeting to Order

The meeting was called to order at 1:00 p.m. by Chair Valerie Durston, and a quorum was present.

## **Approval of the Agenda**

Resolution No. 1      Moved by David Mayberry  
Seconded by Tabitha Kosmal

RESOLVED that the agenda for the September 3<sup>rd</sup>, 2025, Engage & Inform committee meeting be approved, as amended.

DISPOSITION: Motion Carried

## Approval of the Minutes

Resolution No. 2      Moved by Paul Buchner  
Seconded by Tabitha Kosmal

RESOLVED that the regular minutes of the June 4<sup>th</sup>, 2025, Engage & Inform committee meeting be approved.

DISPOSITION: Motion Carried

### **Business Arising from the Minutes**

## Fall Hike Event

At the previous meeting, the Committee discussed the possible transition of the Winter Walk for Warmth to a fall event. Details of the proposed event including date/time, location and

name of the event were discussed. A draft flyer of the event was provided for the Committee's consideration. The following was noted:

- Change name to Hike for Hunger and Health
- Changes were made to the format and colour scheme
- Tag line was added

**Event planning:**

- Refreshments:
  - Apple cider – David will ask a local farmer if they can provide a donation
  - Cookies – Valerie, David and Julie to provide
  - Cups – Julie will prepare mugs for Valerie to pick-up and bring to the event
- Fire – campfire is not taking place during this event
- Partnerships:
  - Ingersoll Nature Club – Julie will ask them to participate and if there is anything they would like to promote/advertise
  - SWOX FES – Julie will ask the Fire Chief if any promotional items are leftover or if the Mount Elgin Station wants to participate, collect donations, etc.
- Flyer with Information – staff to update and print copies
- Food Hub – David will reach out to see if they are interested in participating
- Youth Activity – Tabitha to prepare a scavenger hunt (animal tracks, pictures)
- Tables – David to bring (some picnic tables on-site)

**Reuseapaloozaha & Waste/Organics Collection Changes Event**

This event is taking place at the Mount Elgin Community Centre on September 27<sup>th</sup>, 2025, from 8-12 p.m. The Committee discussed the invoice provided by the hall board to rent the facility. Valerie and Denny will be in attendance and will bring the sample green bin and kitchen catcher, as well as flyers/handouts with more information.

Resolution No. 3      Moved by David Mayberry  
                                    Seconded by Paul Buchner

RESOLVED THAT the Committee recommend to Council that the fee of \$400.00 plus HST for the rental of the Mount Elgin Community Centre on September 27, 2025, for the Reuseapaloozaha event be funded from the Township's Waste Management Reserve;

AND FURTHER THAT the Council consider establishing a standard donation amount per facility rental for future Reuseapaloozaha events beginning in 2026.

DISPOSITON: Motion Carried

**SWOX Township Fare**

The event has been scheduled for Saturday, May 23<sup>rd</sup>, 2026, from 10 a.m. to 2 p.m. The Mount Elgin Community Centre has been booked. Discussion took place regarding

promotion – it was recommended by Deb Riley to start advertising the start of 2026. Staff will work to create a Facebook event this fall.

Discussion took place regarding establishing a kids play zone. It was noted that options could include an inflatable pool filled with shelled corn and sand toys, a large Connect-4 game and cornhole.

## **Discussion Items**

### **Essay Writing Contest**

Discussion took place regarding the Essay Writing Contest for 2025 and whether or not the Committee would like to proceed with the contest this year. Local Government Week will take place October 19-25, 2025. The Committee decided to shift the contest to students born in 2012 (grade 8). The flyer will list what municipal government does, with the question: “as a citizen of South-West Oxford, what can you do to improve your community?”

Staff will send an invitation out to the principals of all local schools, as well as advertise on social media, the Township’s website and the Village Voice/SWOX Talks. A flyer will also be provided to Valerie to distribute at Reuseapaloozaha. David noted that he will pick up the prize for first place and staff will pick up the prizes for second and third place.

### **Christmas Lights Contest**

The Committee agreed to hold this contest again for 2025 – judging will take place on December 18<sup>th</sup> from 4-6 p.m. Advertising will take place after Remembrance Day.

Discussion took place regarding prizes – David, Paul and Valerie will approach local businesses to see if they would like to donate a prize.

## **Correspondence**

### **SWOX Talks and Village Voice**

The Committee reviewed the monthly newsletters and Village Voice ads for June, July and August, 2025. No further comments were provided.

## **New Business**

### **Adjournment**

Resolution No. 4      Moved by Paul Buchner  
                                    Seconded by Deb Riley

RESOLVED that there being no further business, the Engage and Inform Committee adjourn at 2:01 p.m. to meet again on October 8<sup>th</sup>, 2025, at 1:00 p.m.

DISPOSITON: Motion Carried