



COMMITTEE MINUTES

FANTASY OF LIGHTS COMMITTEE

JANUARY 26, 2021 @ 4 P.M.

Zoom

A. CALL TO ORDER

Councilor T. Gaffan called the Meeting to order 4:00 P.M. with the following persons in attendance:

MEMBERS OF FANTASY OF LIGHTS COMMITTEE:

Mayor N. Santos
Councilor T. Gaffan
C. Anson
T. Coke
L. Duhig
J. Mockler
Janet Willoughby
D. Laman

MEMBERS OF ADMINISTRATION:

K. Loney, Program Manager
D. Wolicki, Facility Manager

Absent:
S. Pillon

B. DISCLOSURE OF PECUNIARY INTEREST

Councilor T. Gaffan reminded the Committee that any declaration is to be made prior to each items being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. PRESENTATIONS/DELEGATIONS

1. None

D. STAFF REPORTS

1. D. Wolicki, Facility Manager

- a. Would like to attend the meetings starting in August 2021



COMMITTEE MINUTES

2. K. Loney, Program Manager

- A. To support meeting logistics, support meeting logistics calendar invites, agenda and notes will come from the email recreation@kingsville.ca

E. MINUTES OF THE PREVIOUS MEETING

- 1. Fantasy of Lights Committee Meeting Minutes December 15, 2020.

- 1 – 2021 Moved by D. Laman seconded by J. Willoughby to receive the minutes of the Fantasy of Lights Committee Meeting dated December 15, 2020.

CARRIED

F. NEW AND UNFINISHED BUSINESS

1. Planning for 2021

- a. Parade (Parade corp. or Us)
 - i. Budget request \$12,000
 - ii. How is the decision being made? COVID, finances, logistics
 - iii. Part of the reason it has been successful is the Detroit Bands
 - iv. Parade Corporation
 - Are we getting value in what we paid to the Parade Corporation; may not have been for the drive-by one but is different if it is in person.
 - They book all the items
 - Would want to ask them how a COVID style parade can be improved from what was done in 2020.
 - v. Internal
 - Was a lot of work and this was done in the past but contracted out.
 - vi. COVID: Too early for a decision to be made
 - vii. Action: C. Anson and T. Gaffan to reach out to Parade Corporation to hold date
- b. Opening Ceremonies
 - COVID: Could there be a way to create an opening event similar to online music concerts, create a video



COMMITTEE MINUTES

- Non-COVID: Develop program, children singing, Santa and turning on the lights
- Plan for a traditional hybrid
- c. Dinner with Santa
 - COVID: Would people do take out and zoom with Santa having their dinner?
 - Non-COVID: Held at Lakeside Park, sell tickets in advance
 - ACTION: C. Anson and T. Gaffan to contact EDDK to determine if they are interested
- d. Fireworks
 - Local suppliers and follow procurement bylaw
 - Town does barrier protection
 - Look to see if the company does Canada day
 - ACTION: K. Loney to look at who the contractor is
- e. Breakfast with Santa and Children activities
 - Partnership with Vern's through donations
 - J. Mockler, L. Duhig and J. Willoughby organize the activities
 - Option to charge small amount
- f. Sip Shop
 - Town staff coordinated market and served at bar
 - Review hours for 2021
 - COVID - A virtual one was set up for 2020
 - Two days, hours should be reviewed
- g. Paws and Claws
 - Photo's with Santa
 - Vendors came that were pet orientated; charge small fee
 - People brought their own camera
 - Santa has volunteered again
- h. Train
 - Quote on cost to fix train is needed



COMMITTEE MINUTES

- Uncertain if train can be fixed; may be able to surplus a used piece of equipment
- Train ride is by donation or free
- Train is a significant drawing point
- Fundraising campaign started for an electronic train
- Train can be used for other events
- ACTION: D. Wolicki to review cost for upgrades
- ACTION: K. Loney referred to next Agenda
- ACTION: S. Pillon to look into train he knows
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- i. Contracts for displays (Find, review and update)
 - ACTION: K. Loney to summarize the contracts for displays
 - ACTION: D. Wolicki to provide an inventory of what we have
-
- j. Sponsorship
 - ACTION: K. Loney to summarize what sponsorships came in.
-
- k. Ornaments
 - In town storage for 2022
-
- l. Advertising
 - Have done radio, TV, social media, rack cards
-
- m. Volunteer schedule
 - Deferred
-
- n. Partnerships
 - With Windsor Essex District School board related to displays. The tunnel design appears to be feasible if there are students.
-
- o. Budget
 - Deferred

G. NEXT MEETING DATE

1. The next meeting of the Fantasy of Lights Committee shall take place on February 23, 2020 via zoom P.M.



COMMITTEE MINUTES

H. ADJOURNMENT

2-2021 Moved by D. Laman, seconded by C. Anson to adjourn this Meeting
at 5:30 P.M.

CARRIED

CHAIR, Councilor T. Gaffan

Manager K. Loney