



COMMITTEE MINUTES

FANTASY OF LIGHTS COMMITTEE SEPTEMBER 28, 2021 @ 4:30 P.M. Via - Zoom

A. CALL TO ORDER

Councillor T. Gaffan called the Meeting to order at 4:30 P.M. with the following persons in attendance:

MEMBERS OF FANTASY OF LIGHTS COMMITTEE:

Mayor N. Santos
Councillor T. Gaffan
C. Anson
D. Doey
L. Duhig
J. Mockler
J. Willoughby
D. Laman

Absent: S. l'Anson

Guests: J. Pillon, C. Bedal and Deputy Mayor G. Queen

MEMBERS OF ADMINISTRATION:

K. Loney Manager of Recreation Programs
and Special Events

B. DISCLOSURE OF PECUNIARY INTEREST

Councillor 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. **K. Loney** Manager of Recreation Programs and Special Events
 - All sponsors for the train have approved the design for their logo. Final measurements taken, and waiting for update on when logo's will be complete.



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- Lions Club is willing to be the volunteers for the first two weeks of the train schedule.

E. MINUTES OF THE PREVIOUS MEETING

1. Fantasy of Lights Committee Meeting Minutes August 24, 2021

018-2021 Moved by D. Laman, seconded by D. Doey to receive the minutes of the Fantasy of Lights Committee Meeting dated August 24, 2021

CARRIED

F. NEW AND UNFINISHED BUSINESS

- a. COVID status and impact on FOL
 - i. All committee member required to provide HR vaccination status
 - ii. In planning events important to consider the need for screening and reduced capacity
- b. Fundraising
 - i. Cl. Gaffan to follow-up with Colasanties, and other donor unable to support tunnel.
 - ii. Karen to send out costs for tunnel
- c. Parade Decision
 - i. Draft contract has been sent to legal for review
 - ii. Parade to proceed
 - iii. Parade Corporation will present to SERT
 - iv. Report to Council required to approve expenditure

019-2021 Moved by N. Santos, seconded by D. Doey that the traditional parade is hosted in Kingsville by the Windsor Parade Corporation

CARRIED

- d. Opening Ceremonies
 - i. Music Moves Kids confirmed
 - ii. Flat bed needed for stage; Karen to confirm
 - iii. Karen to ask Health Unit if hot chocolate and cookies can be handed out.
- e. Breakfast with Santa



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- i. Review if bags should be given out instead of hosting an actual breakfast
- ii. Bags to be focused on giving families an experience
 1. Link to a video of Santa to be provided with the bags so Santa can join them during breakfast at home.
 - a. To ask Parade Corporation if Santa can record a message; Karen to embed in contract
 2. Promote contest for people to post a picture of the breakfast and win a prize
 - a. BIA to offer a gift card

020-2021 Moved by J. Willoughby, seconded by J. Mockler that Christmas bags are given out instead of a sit-down meal

CARRIED

- f. Children's Activities
 - To put activities in the breakfast with Santa bags and not hold children's activities
- g. Dinner with Santa
 - i. Agreement to not host the dinner with Santa for 2021
- h. Sip Shop
 - i. To wait to see how Migration Fest market goes and see if a Christmas Market can be held
- i. Volunteers
 - i. Volunteers needed for:
 1. Lights at Opening Ceremonies (three)
 2. To hand out breakfast with Santa bags
 3. Parade route to monitor the barricade (four)
- j. Marketing and Promotions
 - i. Have done an ad in Daytripper
 - ii. Shared details with TWEPI to put in the calendar
 - iii. In the past the committee had partnered with the Parade Corporation for radio buys; they take out a full page ad and leverage radio time with CTV News, AM 800
- k. Paws and Claus
 - i. Updating the vendor list



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- ii. Concern raised on animal spreading COVID
- l. Lights – Karen to request staff to have lights seperated out the same as last year
- m. Other
 - i. Doug to send contact details to Karen on new teacher at KDHS

G. NEXT MEETING DATE

1. The next meeting of the Fantasy of Lights Committee shall take place on October 26, 2021 at 4:30 P.M.

H. ADJOURNMENT

021-2021 Moved by J. Willoughby, seconded by J. Mockler to adjourn this Meeting at 5:46 P.M.

CARRIED

CHAIR, Councillor T. Gaffan

**RECORDING SECRETARY,
K. Loney**