



COMMITTEE MINUTES

MIGRATION FESTIVAL COMMITTEE

Tuesday, August 22, 2023 at 5:30 PM

Kingsville Arena – Room C

1741 Jasperson Drive, Kingsville

PRESENT: Chair Leslie Pittendreigh
Layne Van Loo
Bailey Waldon
Councilor Sheri Lowrie
Paleen Her, Program and Events Assistant
Shelby Gault, Staff Liaison
Luke Pettypiece, Summer Student

REGRETS: Glenda Willemsma
Councilor Debby Jarvis-Chausse

A. CALL TO ORDER

Chair, L. Pittendreigh called the meeting to order at 5:33 PM

B. DISCLOSURE OF PECUNIARY INTEREST

The Chair reminded the Committee of their duty to disclose any pecuniary interests as they arise.

C. ORDER OF BUSINESS

1. Friday Migration Fall Fest Kickoff

Service clubs have been contacted for their availability to provide food. The committee agreed that they would like to pursue conversations with 2nd Kingsville Scouts, to support their fundraising for the World Scout Jamboree, and see what food they could provide for the event.

No current option for cash bar. The committee planned to reach out Communities in Bloom committee to see if they could support the bar on this evening.



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2. Parade

S. Gault has reached out to 250 local businesses to inform them that parade applications were open. We have received five confirmed floats so far. Three marching bands have been reached out to, as well as equine, canine, and performance entertainers. S. Gault said parade lead G. Willemsma has confirmed the planning is in good standing. Finding volunteers to support the parade will be the next priority.

3. Market

The marketplace currently has 14 vendors registered. The committee would like to see around 30 vendor, of varying selection. Social media marketing will be used to bring further interest to the event.

4. Children's Activities

The children's activities were outlined and have been sent out to the committee and were confirmed to be an appropriate amount and variety for the day.

5. Great Migration Paint Out

L. Van Loo asked for Kingsville "swag", as the Great Migration Paint Out is providing a welcome basket for the out-of-town artists. They also asked for larger item, such as a hat or t-shirt, for the Great Migration Paint Out raffle.

6. Art Show and Sale Update

The committee would like to plan for more food options, similar to last year's offerings of hors d'oeuvres.

7. Update Meeting Date

Moved by Councilor Sheri Lowrie

Seconded by Layne Van Loo

THAT an update meeting, highlighting the budget so far and status updates of the festival, for the Migration Fall Festival Committee will be held on September 12, 2023 at 5:30 PM BE APPROVED.

CARRIED



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D. MINUTES OF THE PREVIOUS MEETING

1. Migration Festival Committee Meeting Minutes—June 27, 2023

Moved by Councilor Sheri Lowrie

Seconded by Layne Van Loo

THAT the minutes of the Migration Festival Committee dated June 27, 2023 BE RECEIVED.

CARRIED

E. STAFF REPORTS

1. K. Loney, Manager of Recreation Programs and Special Events
 - a. K. Loney has written a report to Council asking for approval for the roads to be closed for the Migration Fall Festival Parade and Fantasy of Lights Parade. The report is planned for the September 11, 2023 Council meeting, and all are welcome to attend.
 - b. The Children's Activity work plan has been submitted to the committee. The committee responded that they think it's a good level of entertainment and appreciate it is one location.
 - c. Recruiting volunteers will be a priority. As of this moment, we have 40 individuals who have indicated interest. However, this was information submitted as early as January this year so this may be different now.
 - d. The Town will be hiring two students this fall to assist with Migration Fall Festival. If the committee members have anyone who they know who are over 16 and would fit the role, please let them know to apply.
 - e. A request has been sent to the non-profit groups to supply food for the Great Migration Kick Off and the Great Migration Paint Out Show and Sale, but there's been no response at this time.
 - f. Children's Migration Fall Festival Passport is being printed this week.
 - g. There will be a meeting this week with the Town's marketing lead next week.



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F. INFORMATION ITEMS

1. Update from The Jack Miner Migratory Bird Sanctuary

Tom Coke, via email, reported the Jack Miner Migratory Bird Sanctuary will be offering their fish pond activity, children's activities and games. The Learning Centre and Museum will be open as well as their viewing point. They will be hosting a Raptor Conservancy show on the Saturday along with merchandise and food vendors. There will be a car show and pancake breakfast on the Sunday

G. NEXT MEETING DATE

The next meeting will be held on Tuesday, September 12, 2023 at 5:30 PM

H. ADJOURNMENT

Moved by Councilor Sheri Lowrie

Seconded by Layne Van Loo

That the meeting adjourn at 7:17 PM

CARRIED

CHAIR, Leslie Pittendreigh

RECORDING SECRETARY, Shelby Gault