



# COMMITTEE MINUTES

## FANTASY OF LIGHTS COMMITTEE

October 17, 2023 – 5:00 pm

Kingsville Arena – Room C

1741 Jasperson Drive, Kingsville

**PRESENT:** Janet Willoughby  
Maria Edwards  
Leslie Pittendreigh  
Glenda Willemsma  
Councillor Tony Gaffan  
Shelby Gault, Staff Liaison

**REGRETS:** Chair Kristina Sanecki  
Dave Laman

### A. CALL TO ORDER

Acting Chair, J. Willoughby called the meeting to order at 5:06 pm.

### B. DISCLOSURE OF PECUNIARY INTEREST

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

### C. AMENDMENTS TO THE AGENDA

1. Approving the 2024 Dates for Fantasy of Lights Festival

### D. ORDER OF BUSINESS

1. Breakfast with Santa Event Update

The committee chose to defer the discussion on Breakfast with Santa 2024 and hold a formal vote following the 2023 Fantasy of Lights.

2. Light Purchase Update

At the September 19, 2023 meeting, the committee passed a motion to purchase a large lighted photo frame. Following this meeting, committee was informed that the



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Town of Kingsville already has a large photo-frame light display which was purchased in late 2022.

**Moved by** Clr. T. Gaffan  
**Seconded by** G. Willemsma

**THAT the motion made on September 19, 2023 reading “the funding of \$4,500 be put towards a photo frame light installation and any monies to be deferred to next year’s budget” be rescinded BE RECEIVED.**

**CARRIED**

**Moved by** Clr. T. Gaffan  
**Seconded by** L. Pittendreigh

**THAT monies in the Fantasy of Lights budget dedicated to the purchase of new light installations be deferred to next year’s budget BE RECEIVED.**

**CARRIED**

### 3. Light Inventory Update

The committee chose to table the conversation to January 2024 to focus on the priorities of facilitating the 2023 events.

### 4. Artisan Marketplace

There are 37 vendors registered so far. The committee agreed to bring in their own speakers for the event. M. Edwards will ask Kingsville Optimist Club if they want to facilitate the food for this event.

### 5. Volunteers

There are 42 volunteers who have indicated their interest in volunteering for the Santa Claus Parade.

The committee was asked to submit their need for volunteers as soon as possible to see if these interested volunteers would support other events.



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The train schedule is filled, and S. Gault will be reaching out to the volunteer groups next week to ensure they have train training and information on the weekend train ride events.

### 6. Parade

There are a total of 27 floats currently registered for the Santa Claus Parade. The committee wanted to commit to having an informal meeting to ensure the parade has the support it needs. The members proposed Tuesday, November 7, at 5:00 pm to 6:00 pm.

### 7. Paws and Claus

There are a total of 8 vendors registered, and two more who have been sent the form. There is a volunteer who has confirmed they will take photos and Santa Claus has been confirmed for the event.

### 8. Approval of the 2024 Fantasy of Lights Dates

The committee approved the following dates for the 2024 Fantasy of Lights events:

Saturday, November 16 to January 6, 2024

Fantasy of Lights Parade & Opening Ceremonies – Saturday, November 16

Paws and Claus - Tuesday, December 3

Christmas Artisan Marketplace – Saturday, December 7 and Sunday, December 8

Breakfast with Santa – Saturday, December 14

New Year's Fireworks - Tuesday, December 31

Kingsville Express Rides –

Friday, November 22

Saturday, November 23

Sunday, November 24

Friday, November 29

Saturday, November 30

Sunday, December 1

Friday, December 6

Saturday, December 7

Sunday, December 8



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Friday, December 13  
Saturday, December 14  
Sunday, December 15  
Friday, December 20  
Saturday, December 21  
Sunday, December 22

## **E. MINUTES OF THE PREVIOUS MEETING**

1. Fantasy of Lights Committee Meeting Minutes—September 19, 2023

**Moved by** Clr. T. Gaffan

**Seconded by** M. Edwards

**THAT the minutes of the Fantasy of Lights Committee dated September 18, 2023  
BE RECEIVED.**

**CARRIED**

## **F. STAFF REPORTS**

1. S. Gault, Programs And Special Events Coordinator

No report.

## **G. INFORMATION ITEMS**

1. Objectives Of The Committee

S. Gault spoke with the clerk's department regarding the objectives of the committee. They are as follows:

Purpose

The purpose of the committee is to assist with the planning, organizing and operating of the annual Fantasy of Lights Festival.

Scope

The Committee shall: plan, organize and operate the annual Fantasy of Lights Festival in collaboration with the Parks and Recreation Department act as and recruit volunteers to assist in the operation of the annual Fantasy of Lights Festival develop methods and



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new ideas to maintain the sustainability and build upon the tourism draw of the annual Fantasy of Lights Festival

### **H. NEXT MEETING DATE**

Parade Workshop Meeting, Tuesday, November 7, at 5:00 pm at the Kingsville Arena

Regular meeting Tuesday, November 21, 5:00 pm, at arena

### **I. ADJOURNMENT**

**Moved by** Clr. T. Gaffan

**Seconded by** L. Pittendreigh

**THAT the meeting adjourn at 6:30 pm.**

**CARRIED**

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**ACTING CHAIR, Janet Willoughby**

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**RECORDING SECRETARY, Shelby Gault**