



## COMMITTEE MINUTES

### FANTASY OF LIGHTS COMMITTEE

May 21, 2024 5:00 pm

Kingsville Arena – Room B

1741 Jasperson Drive, Kingsville

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

**REGRETS:** Dave Laman

#### A. CALL TO ORDER

Chair Councillor Tony Gaffan called the meeting to order at 5:05 p.m.

#### B. DISCLOSURE OF PECUNIARY INTEREST

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

#### C. MINUTES OF THE PREVIOUS MEETING

1. Fantasy of Lights Committee Meeting Minutes— April 30, 2024

**Motion** Janet Willoughby  
**Second** Leslie Pittendreigh

**THAT the minutes of the Fantasy of Lights Committee dated April 30, 2024 BE RECEIVED.**

**CARRIED**



## COMMITTEE MINUTES

### **D. ORDER OF BUSINESS**

#### **1. Kingsville Block Party – Christmas in July**

The committee will opt not to run the train during this event.

They will prepare a tent with Fantasy of Lights information, volunteer outreach and sponsor outreach.

#### **2. Updates & Task Assigning**

##### **a. Opening Ceremonies – November 16**

Leslie is lead of the Opening Ceremonies. The event will remain inside the Lakeside Park Pavilion.

This year will include:

- Live fires for s'mores
- Hot chocolate to be served
- Sing-A-Long with committee members/volunteers
- Mayor's Flip the Switch

##### **b. Parade – November 16**

Glenda is the lead of the parade subcommittee.

The parade subcommittee is concerned regarding the candy distribution at the parade. Janet and Leslie will research the candy distribution trends at parades.

##### **c. Kingsville Express**

Leslie and Janet are the leads. They will review the procedure for Kingsville Express operations by volunteers and update them for 2024.

##### **d. Paws and Claus – December 3**

Janet is the lead.

##### **e. Christmas Artisan Market – December 7 and 8**

Leslie is the Lead.

##### **f. Breakfast with Santa – December 14**

##### **g. Crafts with Santa – December 14**

Maria is the lead.

##### **h. Christmas Concert – December 21**

Leslie/Janet is the lead.



## COMMITTEE MINUTES

i. New Year's Eve – December 31

This event will be similar to last year, including giving away free hot chocolate and donated cookies, offering free skating, children's crafts, followed by fireworks. All will be held at the Kingsville Recreation Complex.

Glenda will organize the children's entertainment (crafts)

Leslie and Janet will coordinate the hot chocolate and cookies.

### E. STAFF REPORTS

3. S. Gault, Programs and Special Events Coordinator

a. Outreach Projects

i. Marching Bands

Glenda

ii. Marketplace

Leslie

iii. Train Volunteering

Janet

### F. INFORMATION ITEMS

### G. NEXT MEETING DATE

Tuesday, June 18, 2024, 5:00 pm at Room C

### H. ADJOURNMENT

I. **Motion** Janet Willoughby

J. **Second** Glenda Willemsma

**THAT the meeting adjourns at 6:51 pm.**

**CARRIED**

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**CHAIR, Councillor. Tony Gaffan**

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**RECORDING SECRETARY, Shelby Gault**