



COMMITTEE MINUTES

FANTASY OF LIGHTS COMMITTEE

February 18, 2025

Kingsville Arena – Board Room
1741 Jasperson Drive, Kingsville

PRESENT: Chair Councillor Tony Gaffan
Dave Laman
Glenda Willemsma
Janet Willoughby
Shelby Gault, Staff Liaison

REGRETS: Leslie Pittendreigh
Maria Edwards

A. CALL TO ORDER

Chair Clr. Tony Gaffan called the meeting to order at 5:00 pm.

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 – December 17, 2025

Moved by David Laman
Seconded by Janet Willoughby

**THAT the minutes of the Fantasy of Lights Committee dated December 17, 2025,
BE ADOPTED.**

CARRIED



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D. ORDER OF BUSINESS

- 1) New Years Eve – Review

- 2) Review of 2024 Budget

The committee reviewed the breakdown of the 2024 budget and the incoming 2025 budget.

- 3) Review of Subcommittee Roles
 - Opening Ceremonies – November 15
 - Support: Janet
 - Support: Tony
 - Staff

 - Santa Claus Parade – November 15
 - Glenda W.
 - Support: John W.
 - Support: Ian W.
 - Support: Ron P.
 - Support: Amber – Staff
 - Support: Shelby - Staff
 - Support: Dave L. – Four Corners

 - Kingsville Express Train Evenings – Friday, Saturday, Sunday from November 21 to December 21
 - Leslie
 - Dave
 - Richard Laporte – Volunteer
 - Ron P. - Volunteer

 - Kingsville Express Cookie Donation
 - Janet

 - Paws and Claus – December 2
 - Janet



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- Fantasy of Lights Market – December 6 + 7
 - Leslie

- Breakfast with Santa – December 13
 - Leslie
 - Support: Glenda
 - Support: Janet
- Crafts with Santa – December 13
 - Maria

- Fantasy of Lights Concerts – November 22 and December 20
 - Train Evening volunteers

- New Years Eve Celebration – December 31
 - Leslie & Janet - downstairs
 - Glenda – Arts and Crafts
 - Staff

Moved by David Laman
Seconded by Glenda Willemsma

THAT the Fantasy of Lights Christmas Concerts be held on November 22 and December 20.

CARRIED

4) Performer Contracts

Moved by Janet Willoughby
Seconded by David Laman

THAT the committee approves the hiring of an agreed-upon performer for the performance of Santa Claus, if a reasonable rate can be agreed upon.

CARRIED



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5) Parade Giveaway

**Moved by Tony Gaffan
Seconded by Janet Willoughby**

THAT the committee approves up to \$2,000 to be spent on the parade giveaway item.

CARRIED

E. STAFF REPORTS

F. INFORMATION ITEMS

1) Fantasy of Lights Committee Position Open

G. NEW ITEMS

1) Road Map plan

The committee is encouraged to send ideas for future (3 years, 5 years, and 10 years) to their staff liaison to begin building the roadmap for the Fantasy of Lights Festival.

H. NEXT MEETING DATE

Tuesday, March 19, 2025

I. ADJOURNMENT

**Moved by David Laman
Seconded by Janet Willoughby**

THAT the meeting adjourns at 6:27 pm

CARRIED

CHAIR, Clr. Tony Gaffan

RECORDING SECRETARY, Shelby Gault