

**HORNING'S MILLS COMMUNITY PARK BOARD**  
**Meeting Minutes - Tuesday, June 13, 2023**

The Horning's Mills Community Park Board held a meeting on the 13th day of June 2023 at 5:30 pm at the home of Nanci Malek. Members present were Deputy Mayor James McLean, Councillor Bill Neilson, Jim Hill, Nanci Malek, and Lynn Hodgson.

**CALL TO ORDER:**

Deputy Mayor/Chair McLean called the meeting to order at 5:24 pm.

**LAND ACKNOWLEDGEMENT:**

Deputy Mayor McLean recited the Land Acknowledgement Statement.

**ADDITIONS:**

None

**DELETIONS:**

None

**APPROVAL OF THE AGENDA:**

Approval of the agenda was moved by Malek, seconded by Councillor Neilson. Carried.

**DECLARATION OF PECUNIARY INTEREST OR CONFLICT OF INTEREST:**

None

**APPROVAL OF DRAFT MINUTES:**

The draft minutes of the previous meeting held on Monday, May 15, 2023, were reviewed and approved as circulated – moved by Hill, seconded by Neilson. Carried.

**BUSINESS ARISING FROM MINUTES:**

None

**GENERAL BUSINESS:**

**Melancthon Day – June 24, 2023:**

**Event Updates:**

Deputy Mayor McLean led the discussion to update board members on the planned events and agenda for Melancthon Day.

AGENDA

*2:30 pm Yoga in the Park*

- led by Louise Marcoux Phillips

*3:00 pm Live Music*

- "The People" band (Alicia Janssen-Thayer) will play from 3:00-5:00 pm

*3:00 pm Bouncy Castles:*

- We The Bounce from Shelburne will be providing three inflatables (We The Crayola, We The Chute, and We The 3 Lane Obstacle Course), as well as a popcorn machine and 200 servings of popcorn

- the necessary generators, fuel, and attendants to supervise the activities will all be provided

- total cost of \$2,149.00

- the inflatables will be located in left to centre field

#### *3:00 pm Vendors' Market:*

- seven vendors have been confirmed and will start setting up at 2:30 pm and begin selling their merchandise at 3:00 pm
- various crafters and vendors will include Ken Bennington, Dufferin Waste, and Flato Developments Inc.
- vendors will be setting up along the east fence at the park

#### *3:00 pm Early On*

- mobile unit will set up along the east fence from 3:00-5:00 pm

#### *5:00 pm BBQ*

- ran by the Mulmur-Melancthon Fire Department
- will set up on the edge of the ball diamond between first and second base

#### *5:00 pm Live Music*

- the Dufferin County Line band has been confirmed and the contract signed
- will bring all necessary equipment
- requesting to set up near the ball diamond, weather permitting

#### *7:00 pm Speeches*

- Mayor White and Deputy Mayor McLean will speak
- Deputy Mayor McLean will have a formal thank-you letter from Melancthon Township to present to Mike Hofman for donating his services in regards to running electricity to the pitching mound
- Hofman will also receive a YETI cup lazer etched with his name and the township logo

#### *7:00 pm First Responders' Challenge*

- confirmed departments include the Mulmur-Melancthon Fire Department, Rosemont District Fire Department, and Dundalk Fire Department with two teams
- County of Dufferin Paramedic Services will also be participating
- Deputy Mayor McLean will follow up with the Shelburne and District Fire Department regarding their attendance at the event
- the challenge will be set up on the ball diamond

#### *Dusk Fireworks*

- have been confirmed and will be setting up in right field
- display to begin at around 9:40-9:45 pm

#### **Communications – Radio, Printing, Social Media:**

Malek provided an update and noted that the event has been posted on various social media outlets. Local newspapers including the *Shelburne Free Press*, *Orangeville Citizen*, *Dundalk Herald*, and possibly the *Orangeville Banner* will be contacted the week of the event. Malek will reach out to Country 105 radio. Event posters have been designed by Malek and will be colour printed by Hill (50 posters). Hodgson and Councillor Neilson will post the posters at various locations throughout the township, in Shelburne, and in Dundalk. A sandwich board will be located at the main corner of Horning's Mills advertising the event, and Deputy Mayor McLean will look into placing a second one at the Masonville Store.

#### **Giveaway from Glenaura Farm:**

Deputy Mayor McLean informed the board members that Andrea Pease from Glenaura Farm had gracefully offered to donate some farm tours as a giveaway. It was decided to have a free draw, and the winner would be announced during the speeches. Councillor Neilson will make the tickets for the draw, and Deputy Mayor McLean will follow up with Glenaura Farm as to the number of tours.

**Option to Have VW Van:**

An individual has come forward offering the use of their VW for selfies/pictures at a cost of \$100.00. The Horning's Mills Hall Board has offered to cover the cost. The van would be located near the pavilion.

**Roles/Responsibilities on the Day of the Event:**

Malek and Hodgson:

- manage the main entrance gate at the pavilion, collecting donations, selling candy kabobs and flower headbands each for \$4.00, and advertising the Glenaura Farm Tour tickets

Councillor Neilson and Hill

- manage the north entrance gate, selling the above items and advertising the farm tour tickets

Deputy Mayor McLean

- be a runner, direct people where to set up
- look at the hall for previous year's donation pails

Malek

- look into purchasing glow sticks to hand out the evening of the event
- purchase lanyards with name tags so the public can recognize board members and who to direct questions to
- bring a cash float
- put up fire truck cones to designate fireworks area

Hodgson

- bring money box

Other:

Councillor Neilson will follow up with the township office concerning getting another porta-potty and a hand-washing station for the day. Councillor Neilson will request additional garbage and recycling cans for the park, that the grass is cut and trimmed, and that two tables and a few chairs be brought from the hall for the event.

**Prep Work of Candy Kabobs and Headbands:**

Board members will meet on Thursday, June 22, 2023, at 6:30-7:00 pm at the Horning's Mills Hall to complete prep work. Malek will bring the supplies to make flower headbands. Hodgson will bring the candies, bamboo sticks, etc., to make 100 candy kabobs. Deputy Mayor McLean will confirm the date and time by email.

The board discussed what to do in the event of inclement weather. It was decided to look closer at the forecast on Thursday, June 22 and re-evaluate the plan.

**Other/Additions:**

None

**Unfinished Business:**

Advertising Signage - Re Councillor Ruth Plowright's Delegation  
Board as a whole decided to defer to a future meeting.

**RECOMMENDATION TO COUNCIL:**

None

**CONFIRMATION MOTION:**

Moved by Malek, seconded by Hodgson. Carried.

**ADJOURNMENT AND DATE OF NEXT MEETING:**

The next meeting will be decided upon at the call of Deputy Mayor/Chair McLean.

Meeting was adjourned at 6:19 pm. Moved by Malek, seconded by Councillor Neilson. Carried.