

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Parks and Recreation Board held a meeting on June 9, 2025, at 7:00 p.m. The following members were present: Chair Ruth Plowright, Vice-Chair Doug Read, Members Jessica Plowright, David Thwaites, Lynn Hodgson and Bill Neilson, also present was Becky Cunnington, Parks and Recreation Board Secretary. Absent was Member Darren White with prior notice given. The meeting was called to order at 7:00 p.m.

Land Acknowledgement

Chair Plowright shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Amended Agenda

Additions

None

Deletions

None

Approval of Agenda

Moved by J. Plowright, Seconded by Hodgson that the agenda be approved as circulated. Carried.

Approval of Minutes

Moved by Neilson, Seconded by Thwaites that the minutes of the Parks and Recreation Board Meeting held on May 26, 2025, be approved as circulated. Carried.

Business Arising from Minutes

None

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

General Business

1) New/Other/Addition

None

2) Unfinished Business

1. Terms of Reference

The Board reviewed and discussed the revised draft Terms of Reference. Township Staff were directed to make some minor changes and once completed will be forwarded to Council for review and approval at their next meeting.

2. Melancthon Day

The following updates were discussed:

Corbetton BBQ Friday – Chair Plowright will bring the BBQ supplies and food. As well two canopies will be set up to provide shade. Member Hodgson will bring one of the kids crates that are being raffled off to display and Member Neilson will bring the raffle tickets. Chair Plowright advised that Make It Sweet food truck will be on site selling Ice Cream and Coffee. Volunteers should be there between 4:00 p.m. & 4:30 p.m. to set up.

We The Bounce – Bouncy Castle – Will be set up for 3:00 p.m.

Fireworks – Scheduled to begin at 10:00 p.m.

Music Entertainment – Three Musical Bands/Acts are scheduled to play throughout the day.

Baseball Game – James McLean is connecting with Mansfield Minor Ball to get an exhibition game scheduled.

Food Vendors – The following food vendors have been confirmed:
Blitzful Treats – Ice Cream
Butter Tart Vendor – Butter Tarts
Make It Sweet – Coffee & Cookies

Saturday BBQ – Mulmur Melancthon Fire Department have confirmed they will be running the BBQ again this year.

Bar –The bar will run from 5:00 p.m. – 10:00 p.m. Chair Plowright has confirmed the entire Horning's Mills Park has been licensed under the SOP. Volunteers will be needed to man both entrances the entire time to ensure no one leaves the park with alcohol.

Seating – Member White has made arrangements with the Shelburne Public Works Department to borrow up to 14 picnic tables for the weekend. Staff were directed to have Public Works make

arrangements to pick up 14 tables and deliver 10 to Horning's Mills Park and 4 to Corbetton Park on the Friday morning, June 20th, 2025.

Kid Gift Basket Draw – Member Hodgson has the baskets made and Member Neilson brought a draft of the tickets to the meeting to be reviewed. Some minor changes were suggested and once Member Neilson has made the changes he will send over the final copy to Township Staff to print.

Melancthon Swag – Chair Plowright advised she had found a vendor to make the Melancthon Shirts to be sold at Melancthon events. A discussion was had regarding the price to charge and all Members agreed on \$25/shirt. Chair Plowright also advised additional shirts would be ordered for the Volunteers to wear at the event. Chair Plowright will submit the order for the shirts.

Vendor/Information Booths – Several vendors/information tables will be set up around the perimeter of the park.

Signage – Member Hodgson will make donation signs as well as signage for alcohol age of majority and no alcohol beyond this point.

Advertising – Signs and Posters have been put up around the Township including Masonville Store, Hamlet Mailboxes, Bretton Estates, and Event Boards.

Volunteers and Schedule – Chair Plowright will work on a schedule for volunteers. A discussion was had regarding the recruitment of more Student Volunteers, suggestions were made to advertise on the various Melancthon Facebook Group Pages as well Township Staff suggested James McLean could reach out to his contact at the High School Guidance Department.

Riverview Sunday Breakfast – Set up at 8:00 a.m. and start time will be 9:00 a.m. Peameal on a bun will be offered along with coffee and drinking boxes. Chair Plowright will provide a tent/canopy to set up in case of rain. Vice-Chair Read offered to transport the BBQ from the Corbetton Park to Riverview and possibly a couple of the picnic tables.

In the event the weather forecast isn't favorable for Saturday the decision to move the event to the Horning's Mills Hall will be made by the Thursday.

Member Plowright also suggested setting up a suggestion box that could be set up at each of the events for people to give feedback on

the events or make suggestions for improvements, equipment or programs they would like to see the Board work on for the future.

3. Riverview Park

Deferred to the next meeting.

4. Netting/Plexiglass for Backstop at Horning's Mills Park

This item has been re-assigned to Member Thwaites and has been deferred until the next meeting.

5. Corbetton Park Slide & Basketball Nets

Member White was absent so there was no update available on the basketball nets. There was also no update on the slide as no new quotes have been received since the last meeting.

6. Letter for Funding

Chair Plowright presented the Board with a draft fundraising letter intended to support improvements and programs. The Board reviewed and discussed the draft and agreed that the letter should be forwarded to Council for their review at the next Council meeting.

3) Brainstorming

None

Recommendations to Council

As outlined above

Public Question Period

None.

Confirmation Motion

Moved by Neilson, Seconded by Read that all actions of the Members and Officers of the Parks and Recreation Board with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

Adjournment

7:57 p.m. - Moved by Thwaites, Seconded by J. Plowright that we adjourn this Parks and Recreation Board meeting to meet again on Monday, July 7, 2025, at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY