



Creemore Station on the Green Board Agenda

April 15, 2026

04:00 PM

Creemore Station on the Green

This meeting is being held in-person at the Creemore Station on the Green, 10 Caroline Street East, Creemore, Ontario, with members of the Creemore Station on the Green Board, staff and the public in attendance.

All information including opinions, presentations, reports, documentation, etc. that are provided at a public or open meeting are considered a public record.

Land Acknowledgement

I would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards and caretakers of the land. We acknowledge that Clearview Township is located within the boundaries of Treaty 18, the traditional lands of the Anishinaabeg, Haudenosaunee, Tionontati, Wendat, and is the home of many First Nations, Metis, and Inuit peoples as part of an intricate nationhood that reaches across Turtle Island. At this time of truth and reconciliation, we welcome the opportunity to work together towards new understandings and new relationships and ask for guidance in all we do.

1. Call to Order

2. Approval of Agenda

Recommendation:

Be It Resolved that the Creemore Station on the Green Board hereby approve the meeting Agenda dated April 15th, as presented.

3. Declaration of Interest

4. Approval of Previous Minutes

Recommendation:

Be It Resolved that the Creemore Station on the Green Board hereby approve the meeting minutes dated March 18th, 2026, as presented.

5. Bathroom & Kitchen Quote - Josh Duits

Josh Duits will attend the meeting to present the bathroom renovation quote and provide a revised quote for the kitchen project.

6. Executive Reports

6.1 Chair Report

Recommendation:

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Chair Report for information.

6.2 Treasurer Report

Recommendation:

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Financial Report for information.

6.2.1 Financial Report

6.2.2 Huronia Bill for Fire Alarm Inspection

6.3 Booking Agent Report

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Recommendation:

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Rental Report for information.

7. Business Arising from the Minutes

7.1 Quotes

7.2 Book Sale Update

7.3 Events

8. New Business

8.1 Creemore Farmers Market Shed

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8.2 Small Halls News

9. Next Meeting

May 20th, 2026 at 4:00 p.m.

10. Adjournment

Recommendation:

Be It Resolved that the Creemore Station on the Green Board meeting hereby be adjourned at _____ p.m.



Creemore Station on the Green Board Minutes

The Creemore Station on the Green Board met in-person at Creemore Station on the Green, at 10 Caroline Street East, on March 18, 2026 at 04:00 PM.

Those in attendance were:

Members: Councillor Marty Beelen, Chair & Council Representative
Brian Bell, Treasurer
Debbie Hill, Booking Agent
Alan Riddell
Bill Mann
Shalani Ingham

Regrets: Linda Coulter
Mayor Measures, Ex Officio

Staff: Shannon Peart, Legislative Coordinator - Committee & Boards

1. Call to Order

The Chair called the meeting to order at 3:59 p.m. and read the Land Acknowledgement.

2. Approval of Agenda

Moved by Bill Mann

Seconded by Shalani Ingham

Be It Resolved that the Creemore Station on the Green Board hereby approve the meeting Agenda dated March 18, 2026, as presented.

Motion Carried

3. Declaration of Interest

None.

4. Approval of Previous Minutes

Moved by Debbie Hill

Seconded by Alan Riddell

Be It Resolved that the Creemore Station on the Green Board hereby approve the meeting minutes dated January 21, 2026, as presented.

Motion Carried

5. Presentation

5.1 Josh Duits – Presentation of Quote for Kitchen

Josh Duits presented options for new kitchen cabinets and countertop upgrades, including materials, durability, timelines, and overall costs. Estimated project costs were provided at approximately \$39,120 plus tax for quartz countertops and approximately \$35,000 plus tax for laminate options. The project is anticipated to take approximately two weeks. A separate quote for the bathroom is pending.

6. Executive Reports

6.1 Chair Report

Councillor Beelen, Chair provided an update regarding the facility door, including a temporary repair and a quote for replacement in the amount of \$6,921.52 (tax included). Options for a wider single door configuration were also discussed, along with additional hardware requirement costs. Additional quotes will be obtained.

Moved by Bill Mann

Seconded by Debbie Hill

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Chair Report for information.

Motion Carried

6.2 Treasurer Report

Brian Bell, Treasurer, reported a bank balance of \$45,101.11, with \$34,001.11 in the operating fund for capital expenses. January has been reconciled, with additional reconciliation to be completed once the latest statement is received. Ticket revenue from small halls events were discussed.

Moved by Bill Mann

Seconded by Shalani Ingham

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Financial Report for information.

Motion Carried

6.2.1 Financial Report

Brian Bell, Treasurer provided the printed financial report.

6.3 Booking Agent Report

The Board discussed the Purple Hills Arts and Heritage Society rental for the 2026 Creemore Arts Fest, including the weekend booking, additional setup days, and associated pricing. Debbie Hill, booking agent will prepare a letter outlining the details.

Moved by Shalani Ingham

Seconded by Bill Mann

Be It Resolved that the Creemore Station on the Green Board hereby receive the verbal Rental Report for information.

Motion Carried

Moved by Councillor Beelen

Seconded by Alan Riddell

Be It Resolved that the Purple Hills Arts and Heritage Society be permitted to rent Creemore Station on the Green for the 2026 Arts Festival October 2-4, 2026 at a reduced rate of \$250.00 for up to four (4) days with setup and take down, with any additional days to be charged at the full rental rate;

AND FURTHER that Debbie Hill prepare and send a letter confirming the arrangement.

Motion Carried

7. Business Arising from the Minutes

7.1 St. Patrick's Day Event Wrap Up Discussion

Alan Riddle and Debbie Hill provided a summary of the St. Patrick's Day event, with ticket sales for the afternoon at 40 tickets and 41 tickets for the evening. Ticket revenue totaled \$1,980.00, with bar revenue of \$1,797.50, for a total income of \$3,077.50. Expenses, including SOP alcohol, potatoes, and bar costs, totaled \$1,778.88, resulting in an approximate profit of \$400.00. The event was well

organized and well attended, with positive feedback overall, though it was noted there is increasing competition with other venues hosting St. Patrick's Day events. The Board discussed improvements for future events, including tracking liquor sales. Shannon Peart, Legislative Coordinator – Committees and Boards, will share information with the Board regarding Smart Serve and food handling certification reimbursement.

7.2 Book Sale Update

Brian Bell provided an update on the upcoming book sale, scheduled for May 2, 2026, with book drop-off beginning March 13 at the Creemore Echo. Promotional, and event logistics were discussed, including social media outreach. The potential for recycling unsold books is being explored.

7.3 Security Requirements for Rentals

Shannon Peart, Legislative Coordinator – Committees and Boards, provided a list outlining the types of rentals that require security guards in accordance with the updated Alcohol Risk Management Policy.

7.4 Snow Removal

The Board discussed snow removal requirements for the Station on the Green, including maintaining clear access from Mill Street to the Station and ensuring all exit pathways remain accessible. It was noted that current clearing is limited to event-based needs; however, the importance of consistent pathway maintenance was emphasized. The Board will discuss snow removal arrangements for next season with Township staff.

8. New Business

8.1 Relationship with Creemore Community Foundation and Creemore Village Green

The Board discussed the relationship between the Station and the Creemore Community Foundation and Creemore Village Green. Washrooms at the Station on the Green, parking, and plowing of walkways were identified as topics of conversation. The Board discussed having a Board member act as a liaison between the Station and the Creemore Community Foundation. The Board will revisit communication between the parties.

Moved by Bill Mann

Seconded by Councillor Beelen

Be It Resolved that Bill Mann act as a liaison to facilitate communication between the Creemore Station on the Green Board, the Creemore Community Foundation,

and the Creemore Village Green.

Motion Defeated

8.2 Code of Conduct - Boards and Committees

The Board reviewed the Code of Conduct, emphasizing the importance of familiarizing members with the policy and maintaining respectful interactions. Media-related considerations were also discussed, including exclusions related to event advertising.

8.3 Insurance Requirements Update for High-Risk Hall Rentals

Shannon Peart, Legislative Coordinator – Committees & Boards, advised that the minimum liability insurance requirement for high-risk facility rentals has been increased to \$5 million.

8.4 Renovations

The Board discussed that, with kitchen upgrades estimated at approximately \$35,000, the replacement of the main door is the current main priority.

Moved by Councillor Beelen

Seconded by Bill Mann

Be It Resolved that the Station on the Green Board approve an expenditure of up to \$8,000 for the replacement of the main door.

Motion Carried

8.5 Fundraising Event Ideas

The Board discussed potential fundraising initiatives to support the upgrades to Station on the Green, including a potluck event with volunteer entertainment, book sales, and children's programming such as camps and workshops. A fundraising letter focused on renovation needs, particularly washrooms, will be prepared, and the item will return on the next agenda.

8.6 Family Day Event

The Board discussed hosting family-focused events such as a winter carnival or craft day, potentially held once or twice annually. Suggested activities included low-cost games and fundraising components. Proposed dates and event details will be brought forward at the next meeting.

8.7 Google Drive

The Board discussed the use of Google Drive for document sharing. Debbie Hill will share the link.

9. Next Meeting

April 15, 2026 at 4:00 p.m.

10. Adjournment

Moved by Bill Mann

Seconded by Alan Riddell

Be It Resolved that the Creemore Station on the Green Board meeting hereby be adjourned at 6:14 p.m.

Motion Carried

Councillor Beelen, Chair

Shannon Peart, Legislative Coordinator – Committee & Boards

MARCH 2026 RENTALS					
DATE	RENTAL#	NAME	AMOUNT	HST	TOTAL
26-Mar-26	26039	Bouncefit with Vickie	180	23.4	203.4
	26040	Canadian Tai Chi Academy	270	35.1	305.1
	26041	Creemore Drumming Collective	75	9.75	84.75
	26042	WARPED	120	15.6	135.6
	26043	Creemore Line Dancing	60	7.8	67.8
	26052	Creemore Farmers Market	410	53.3	463.3
	26044	Creative Dance	200	26	226
	26053	So Jam Good	157.5	20.48	177.98
1-Mar-26	26002	Maddie Ryerse	160	20.8	180.8
4-Mar-26	26036	Doc Bells Hot Sauce	67.5	8.78	76.28
4-Mar-26	26050	Creemore Horticultural Society	37.5	4.88	42.38
7-Mar-26	26025	Inna Mushka	100	13	113
10-Mar-26	26034	PHAHS	22.5	2.93	25.43
11-Mar-26	26037	Doc Bells Hot Sauce	37.5	4.88	42.38
18-Mar-26	26051	Creemore Horticultural Society	45	5.85	50.85
20-Mar-26	26036	PHAHS	365	47.45	412.45
		TOTAL MARCH RENTALS	2307.5	300	2607.5

Creemore Farmers' and Craft Market
Box 2081
Creemore, Ontario
L0M 1G0

February 23, 2026

Clearview Township
217 Gideon Street
Stayner, Ontario
L0M 1S0

John Ferguson
Amanda Murray
Robert McArthur
Deb Hill

RE: Creemore Farmers' Market shed

As you are aware, we have been fundraising for the purchase of a shed for the Creemore Farmers' and Craft Market at the Station on the Green location for the past 2 years. We now have all our funding in place and are in the process of obtaining quotes for the project. We hope to have everything in place by June in order to install the shed in July. The location being proposed is at the site of the temporary storage pod on the property. We propose to level the ground, set down gravel and paving stones and have the shed installed on top of the base. Quotes are being obtained for a wood board and batten design to match the Station on the Green and will either be 8x12 or 10x10 depending on availability.

Please advise what the Township requires in order to proceed.

Sincerely,

Peta Christen
Market Manager