



**Township of Cramahe Parks & Recreation Committee  
Agenda**

**Date:** Monday, April 20, 2026, 4:00 p.m.  
**Location:** The Keeler Center, Rotary Hall  
80 Division Street  
Colborne, ON

---

	<b>Pages</b>
<b>1. MEETING DETAILS</b>	
The Keeler Center - Rotary Hall 80 Division Street, Colborne.	
<b>2. CALL TO ORDER</b>	
<b>3. CONFIRMATION OF AGENDA</b>	
<b>BE IT RESOLVED THAT</b> the Parks & Recreation Committee approve the agenda as presented.	
<b>4. DISCLOSURES OF PECUNIARY INTEREST</b>	
<b>5. ADOPTION OF MINUTES</b>	<b>1</b>
<b>BE IT RESOLVED THAT</b> the Parks & Recreation Advisory Committee approve the minutes from February 9, 2026, as presented.	
<b>6. REPORTS</b>	
<b>7. BUSINESS ARISING FROM THE MINUTES</b>	
<b>7.a Elgin Street Sports Park Project - On-Going</b>	<b>5</b>
Committee to provide updates on the sponsorship/fundraising efforts.	
Final approval of ESSP Fundraising Brochure, attached, and printing instructions.	
Playground grants and Funding Opportunities discussion / update.	

**8. NEW BUSINESS**

**8.a 2026 Events**

Committee to discuss and prepare for 2026 events:

- June: Summer Kick-Off
- August: Touch a Truck

**9. ITEMS FOR INFORMATION**

**10. CONFIRMATION OF NEXT MEETING**

Next **proposed** meeting date: July 20th, 2026 at 4:00pm.

**11. ADJOURNMENT**

**BE IT RESOLVED THAT** the Parks and Recreation Advisory Committee adjourn the meeting at (TIME).



**Township of Cramahe Parks & Recreation Committee  
Minutes**

**February 9, 2026, 4:00 p.m.**

Members Present: Joel Schriver  
Michelle MacDonald  
Matthew Dunleavy  
Jay Robinson  
Steve McRae  
Barb Marian

Members Absent: KERRIE WRIKER  
Amanda Visneski

Staff Present: CHRIS CURWIN  
NICOLE NEWTON

---

**1. MEETING DETAILS**

**In Person Meeting**

Municipal Office - 3rd Floor  
1 Toronto Street, Colborne.

**2. CALL TO ORDER**

Chair M. Dunleavy called the meeting to order at 4:02pm.

**3. CONFIRMATION OF AGENDA**

**Moved by** Barb Marian  
**Seconded by** Steve McRae

**BE IT RESOLVED THAT** the Parks & Recreation Committee approve the agenda as amended to include item 9.c. Other Business.

**CARRIED**

**4. DISCLOSURES OF PECUNIARY INTEREST**

None.

**5. ADOPTION OF MINUTES**

**Moved by** Steve McRae  
**Seconded by** Jay Robinson

**BE IT RESOLVED THAT** the Parks & Recreation Advisory Committee approve the minutes from October 27, 2025 as presented.

**CARRIED**

**6. REPORTS**

**7. CORRESPONDENCE**

**8. ITEMS FOR INFORMATION**

**9. BUSINESS ARISING FROM THE MINUTES**

**9.a Elgin Street Sports Park Project**

Committee to discuss:

- Musco Lighting Quote update from C. Curwin;
- Mini-Pitch Modular Sports Solutions;
- 2026 Industrial Sponsors and letter;
- N. Newton to provide list of sponsorship leads;

The Committee discussed a potential grant application to the Ontario Trillium Foundation (OTF). N. Newton will confirm whether a previous Council resolution provides blanket authorization for grant applications.

C. Curwin advised that efforts will focus on securing industrial sponsors and support letters. An update was provided that \$10,000 has been raised to date. There is no budget transfer allocated this year. The Committee confirmed intent to apply for OTF funding, pending confirmation of Council authorization.

It was agreed to prioritize completion of surface works, beginning with the basketball court, to achieve an early, visible success.

The Committee discussed the need for a coordinated sponsorship outreach plan, including a consistent script outlining the request. While a recognition wall remains part of the plan, formal sponsorship tiers (e.g., Gold, Platinum) have not yet been established. Jay will draft a sponsorship script and may update the brochure package. N. Newton will circulate the current sponsor list for Committee review and feedback, and C. Curwin will follow up with the contractor.

#### **9.b Event Debrief**

Committee to debrief and discuss:

- Santa Claus Parade
- Festival of Trees
- Skate with Santa

Committee discussed the use of this year's event funding, through the Parks and Recreation Departmental budget, totalling \$12,000.

2025 events were not held in spirit of making funds, and were to bring awareness to the committee and the ESSP project. More funds will be needed for Santa Claus Parade, increasing the supplies by around 30-50%.

\$136 was raised at Skate with Santa and donated to the foodbank.

Committee would like to continue with the Summer Kick-Off and Touch a Truck in 2026.

#### **9.c OTHER BUSINESS**

Committee discussion on the 2026 Council budget process and allocations. Request to update the ESSP funding thermometer.

**10. CONFIRMATION OF NEXT MEETING**

Next meeting date of April 20th, 2026 at 4:00pm.

**11. ADJOURNMENT**

**Moved by** Matthew Dunleavy

**Seconded by** Steve McRae

**BE IT RESOLVED THAT** the Parks and Recreation Advisory Committee adjourn the meeting at 5:31pm.

**CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Board Secretary

# ELGIN STREET SPORTS PARK



## *Field of Dreams* *Community Capital Campaign*



**The Parks & Recreation Advisory Committee**



**CRAMAHE**  
*It's In Our Nature*

[www.elginstreetsportspark.ca](http://www.elginstreetsportspark.ca)



## Initiative Overview

Our community is embarking on an exciting journey to enhance our sports facilities and create a vibrant space for athletes of all ages. We are launching the “Fields of Dreams” fundraising campaign, a collaborative effort to build state-of-the-art sports fields that will serve as a hub for sports enthusiasts, families, and local schools. By seeking donations from community stakeholders and corporate partners, we aim to create a space that fosters unity, physical well-being, and community pride

## Campaign Goals

**1. Enhancing Sports Facilities:** Develop high-quality, multi-purpose sports fields equipped with modern amenities, lighting, and seating to accommodate various sports activities.

**2. Promoting Health and Wellness:** Encourage an active lifestyle and physical fitness among community members, supporting overall health and well-being.

**3. Fostering Community Engagement:** Create a space where families can bond, and the community can gather for events, tournaments, and recreational activities.

**4. Supporting Local Talent:** Provide a platform for young athletes to hone their skills, fostering the next generation of sports stars.

## Campaign Strategies

### 1. Engaging the Community:

- Organize town hall meetings, workshops, and informational sessions to raise awareness about the campaign and its benefits.

- Mobilize community leaders, local sports teams, and schools to garner support and participation.

### 2. Corporate Partnerships:

- Reach out to local businesses, emphasizing the positive impact their support will have on the community and offering various sponsorship packages.

- Recognize corporate donors through naming opportunities, plaques, and mentions in promotional materials.

### 3. Online & Social Media Campaign:

- Create a user-friendly website detailing the campaign’s goals, progress, and ways to donate.

- Utilize social media platforms to share inspiring stories, testimonials, and updates, encouraging online donations and engagement.

## 4. Community Events and Fundraisers:

- Host fundraising events such as charity sports tournaments, fun runs, and gala dinners to raise funds and awareness.

- Collaborate with local restaurants and businesses for fundraising nights, donating a portion of their sales to the campaign.

## 5. Grant Applications:

- Research and apply for grants from foundations and government agencies that support community sports and recreation projects.

## Recognition & Appreciation:

**1. Donor Recognition:** Establish a donor recognition wall at the sports complex, acknowledging the generosity of individuals and corporations.

**2. Thank-You Events:** Host appreciation events for donors, showcasing the progress made and the impact of their contributions.

**3. Regular Updates:** Provide regular updates through newsletters, emails, and social media, ensuring donors are informed about how their funds are being utilized.

## Impact

The “Fields of Dreams” campaign aims to transform our community by creating a space where people can come together, fostering a sense of belonging and pride. By supporting this campaign, donors become catalysts for positive change, promoting health, unity, and the overall well-being of our community. Together, we can turn our dreams into reality and create a legacy that will benefit generations to come.

**ELGIN STREET  
SPORTS PARK**



## The Elgin Street Sports Park

Cramahe Township has a unique asset on Elgin Street, in the heart of Colborne, that would be the envy of most communities.

The space includes two tennis courts, a ball hockey rink, a basketball court, a baseball field, a clubhouse, and the potential for significant parking. Also, Colborne Creek bisects the park adding an idyllic environment for reading, picnics, or relaxation. However, the park's facilities are approaching end of life.

This park, if rehabilitated, would be an ideal space for crucial community building activities such as sports camps, youth groups, sports clubs, family get-togethers, and much more!

## Our Inspiration for the Elgin Street Sports Park Rehabilitation

Cramahe Township will continue to experience unprecedented growth with more than 700 homes currently approved to be built, and new applications being expedited as a result of the Province of Ontario's Bill 23, More Homes Built Faster Act.

## Incorporating Cramahe's Heritage

In 1944, Mrs. B. Smith generously gifted Cramahe Township the land on Elgin Street South for a recreation site. This land was given in memory of her father, John Coyle.

June 14th, 2024, marked the 80th anniversary of this donation, and as the renewal of this space comes to life, the committee will explore incorporating this generous aspect of Cramahe history.

The Mrs. B. Smith Community Sports Park, for example, could be an appropriate name. We would like to work with the Heritage Committee to ensure this history is prominently captured within the space.

## Contact Information:



ONLINE PLEDGE FORM

**Township of Cramahe**  
*Parks & Recreation Advisory Committee*

P.O. Box 357  
1 Toronto Street, Colborne  
Ontario, Canada  
K0K 1S0  
T. 905-355-2821

## Current Park Assets Views



# ELGIN STREET SPORTS PARK



## About The Parks & Recreation Committee

The Township of Cramahe encourages resident involvement through a variety of boards and advisory committees. Our vision is to create a happy and healthy Township where Cramahe residents of all ages can play, learn, and build community.

Our mission is to promote quality recreation opportunities for all Cramahe residents through the creation and enhancement of parks, facilities, and activities.

### Contact Information:

**Township of Cramahe**  
Parks & Recreation Advisory Committee

P.O. Box 357  
1 Toronto Street, Colborne  
Ontario, Canada  
K0K 1S0

T: 905-355-2821

[www.elginstreetsportspark.ca](http://www.elginstreetsportspark.ca)



ALL INFORMATION IS CONFIDENTIAL AND PROTECTED

# PLEDGE FORM



## INFO Data

First Name

Last Name

Email Address

Community Affiliation (IF Applicable)

Donation Dedication

## DONATION Data

Full Name OR Company Name

Phone

Address 1

Address 2 (Optional)

Preferred Payment Method

City

<b>AMOUNT PLEDGED</b>  _____
------------------------------------

Donation Visibility

- Public       Anonymous

### COMMITTEE INFORMATION

Cramahe Parks & Recreation Advisory Committee  
P.O. Box 357 - 1 Toronto Street  
Colborne, Ontario - K0K 1S0  
905-355-2821

\_\_\_\_\_  
Donor Pledge Signature

\_\_\_\_\_  
Committee Signature

THANK YOU

## Community Sponsorship Pledge Criteria

By implementing these criteria, a community can ensure a structured, transparent, and impactful sponsorship pledge that involves public, corporate, personal, and organizational donations.

### Transparency and Accountability

- Donors' names (if permitted) should be displayed publicly to promote transparency.
- Regular updates on the funds collected and how they are being utilized must be communicated to the community.
- Regular audits and reports demonstrating the impact of corporate donations should be available to the public.
- Donors can choose to remain anonymous, but their contribution will be acknowledged without revealing their identity.
- Open communication channels for donors to inquire about fund allocation and impact.

### Flexibility in Donation Channels

- Online platforms, community events, and local businesses can serve as channels for public donations.
- Companies can donate funds, services, or products.
- Collaboration opportunities for joint initiatives with the community should be explored.
- Multiple payment methods (credit cards, PayPal, cheques, etc.) should be available for individual donors.
- Crowdfunding platforms and local fundraisers can be utilized.
- Collaboration with community organizations for joint funding and support.

### Alignment with Community Needs

- Funds should be allocated to projects identified as essential by the community through surveys or town hall meetings.
- Corporate donations should align with community development goals, education, healthcare, or environmental sustainability.
- Donors can choose specific projects or areas of community development they wish to support.
- Collaboration with local community leaders to identify pressing needs and allocate funds accordingly.

### Recognition and Donor Appreciation

- Donors' names displayed prominently in community spaces, websites, and promotional materials (if desired).
- Public acknowledgment through local media and social media platforms.
- Recognition through plaques, certificates, or awards for significant contributions.
- Brand visibility in community events and initiatives sponsored by the corporation.
- Personalized thank-you notes, certificates, or tokens of appreciation.
- Opportunities to attend community events and witness the impact of their donation.
- Recognition at community events and in promotional materials.
- Collaboration opportunities with local organizations to enhance the impact of donations.
- Establish long-term partnerships with community organizations, ensuring sustained support.
- Collaborate on capacity-building initiatives for the community to reduce dependency on external aid.



ONLINE PLEDGE FORM  
Page 10 of 12

### Contact Information:

**Township of Cramahe**  
*Parks & Recreation Advisory Committee*

P.O. Box 357  
1 Toronto Street, Colborne  
Ontario, Canada  
K0K 1S0  
T. 905-355-2821

## Playground Grants and Funding Opportunities Canada

### **Canadian Tire Jumpstart Accessibility Grant**

Accessible grants that support the capital costs of construction and renovation projects aimed at helping kids of all abilities enjoy sport and play.

### **KaBOOM: Let's Play Dream Playground Grants**

Since 1996, KABOOM! has collaborated with partners to build, open or improve more than 16,700 playgrounds across the country. We build playspaces in partnership with child-serving nonprofits and municipal agencies. Our projects are an incredible opportunity to build new and exciting places for kids and teens to play.

### **Enabling Accessibility Fund**

The Enabling Accessibility Fund (EAF) provides funding to eligible capital projects that increase access for people with disabilities to Canadian communities and workplaces, which in turn creates opportunities for people with disabilities to participate in community activities or access employment opportunities.

### **Canadian Dermatology Association (CDA)'s Shade Structure Grant Program**

Grants of up to \$7,500 are available through this initiative to help build permanent shade structures at schools, daycare centers, parks, and non-profit organizations across Canada. The purpose is to promote sun-safe outdoor spaces that shield individuals from harmful UV rays.

### **Community Foundations of Canada**

The Healthy Communities Initiative will provide funding to a broad range of organizations, including local governments, charities, Indigenous communities and nonprofits, for projects, programming and services that help communities create safe and vibrant public spaces, improve mobility options and provide innovative digital solutions.

### **Canada Post Community Foundation**

The Community Foundation awards grants to Canadian schools, charities and community organizations that make a difference in the lives of children and youth, up to the age of 21.

### **Good Life Kids Foundation**

For kids and youth with special needs, the path to getting active isn't always as simple as joining the local sports team or signing up for lessons around the corner. Our Grant Program has been able to help by providing funding to support ongoing physical activity and fitness opportunities through local, provincial and national registered charities across Canada.

### **Aviva Community**

Fund The Aviva Community Fund invests in charitable community initiatives across Canada to strengthen the local community. There are two levels of funding for this grant, less than \$50,000 and \$50,000-\$100,000.

### **Rick Hansen Foundation**

Through the Richardson Foundation, Richardson International and its various divisions support many different community initiatives, such as Splash parks, Playgrounds, Sports fields, Arenas, Community halls, and Volunteer Fire Departments.

### **Honda Canada Foundation (HCF)**

HCP is dedicated to enhancing the lives and social well-being of Canadian communities by investing responsibly in organizations that share our vision and values. By helping charities registered with the Canadian Revenue Agency (CRA), our goals include Recognizing and responding to the changing needs of our communities, Investing in the people and the charitable groups that make a difference and maximizing the usefulness of our involvement.

### **TD Friends of the Environment Foundation Grant**

The Foundation supports a wide range of environmental initiatives, with a primary focus on environmental education and green space programs. Eligible projects include schoolyard greening, park revitalization, community gardens, park programming and citizen science initiatives.

### **Richardson Foundation Grant**

Through the Richardson Foundation, Richardson International and its various divisions support many different community initiatives, such as Splash parks, Playgrounds, Sports fields, Arenas, Community Halls and Volunteer Fire Departments.

### **Western Financial Group**

Western Communities Foundation The Western Communities Foundation, a not-for-profit that partners with other charitable programs focusing on health, public housing, education and recreation, is a pillar of their organization. Western Financial Group supports the communities in which we live and do business. The foundation has positively affected infrastructure, services and community pride.

### **FCC AgriSpirit Fund**

Do you have a capital project that will enrich lives in your rural community? The FCC AgriSpirit Fund may provide between \$5,000 to \$25,000 to projects that qualify in a city or town of fewer than 150,000 people, or an Indigenous community.

### **Co-op Community Spaces Funding**

Community Spaces was established to help fund projects in the communities across Western Canada where we live, work, and operate. Eligible projects can apply for capital funding between \$25,000 and \$150,000 in the areas of recreation, environmental conservation, and urban agriculture.