

The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met at The Duntroon Hall on March 4, 2025, at 6:00 p.m.

Those in attendance were:

Chair: Gordon Kemp

Treasurer: Mary Armstrong

Booking Agent: Monica Scott (absent)

Members: David Culham
Mark Fisher
Jim Campbell
Suzanne Wesetvik
Kimberly Schneider
Ron Genoe

Council Rep: Councillor Phyllis Dineen

Staff: Sasha Helmkey-Playter, Clerk/Director of Legislative Services, Terry Vachon, Director of Parks & Recreation

The Chair began the meeting by reading the Indigenous Land Acknowledgement.

1. Approval of Agenda

Resolution:

Moved by Jim Campbell, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board hereby approve the Agenda dated March 4, 2025 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

None.

3. New Business

3.1 Hall Interior Damage – Insurance Construction Update

Director of Parks & Recreation, Terry Vachon provided an update to the Board on the damage to the interior of the west side wall/area of the upstairs and a portion of the west side downstairs wall. It appears that ice buildup created a situation of water permeating the wall and causing damage. Parks & Recreation staff reviewed the damage on Monday, February 24th with Gordon Kemp. The Township proceeded with putting in an insurance claim to assist in assessing the full damage and restoration costs.

The Township has not received a full estimate of the damage. Belfour is on site to complete the remediation work. Portions of the interior walls are opened up and dehumidifiers are on site to dry up the space.

Mr. Vachon advised that the remediation work will be completed in 3 phases

- Phase 1 - open the walls up and wait for ice to thaw and fix the issue to prevent further water damage.
- Phase 2 - remove the benches and see if there is any damage to that infrastructure, the floor and more sections of the wall (possibly).
- Phase 3 - repair and restore these sections of the Hall.

The Township and the Board agreed that Phase 2 will begin on March 17th. The timeline to complete Phases 2 and 3 will be approximately a month.

With the remediation work already being completed for a portion of the west wall in the basement, the Board discussed opening up the rest of the wall to add in proper insulation, etc.

Resolution:

Moved by David Culham, Seconded by Gordon Kemp, Be It Resolved that the Duntroon Hall Board request that Township staff receive a quote to refurbish the west wall in the basement within the main space area (excluding kitchen & storage area) for rigid moisture barrier R5 insulation and drywall, with the Board committing to cover the costs up to \$5,000. Motion Carried.

3.2 Decision re. Green Beer Day Event (March 15th) and Cancellation of March Hall Rentals

The Board, in discussion with the Township, will hold their Green Beer Day event at the Hall on March 15th. Belfour will put up a vapor barrier and drywall over the exposed wall areas for the event so there is no exposure. The Board will ensure that there are no other safety issues for the event.

The Booking Agent has cancelled the March 22nd rental at the Hall and has asked the Township if the work can be completed by April 4th to accommodate a rental on the 5th. To be transparent, the Board will advise the April 5th rental that the Hall is currently being renovated for water damage. The Township, through the Board Chair, will keep everyone updated on the status of the renovation and work with Belfour on the April 4th target date for re-opening.

3.3 Other Priority Items for Discussion

Resolution:

Moved by David Culham, Seconded by Gordon Kemp, Be It Resolved that the Duntroon Hall Board hereby donate \$500 to the Beinn Gorm Highlanders Scholarship fund in memory of Michael Giffen. Motion Carried.

4. Next Meeting

Tuesday, March 18, 2025

5. Motion to Adjourn

Resolution:

Moved by Councillor Dineen, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board Meeting hereby be adjourned at 7:38 p.m. Motion Carried.

Gordon Kemp, Chair

Sasha Helmky, Clerk/Director of Legislative Services

Board & Committee Meeting Minutes are not a Final Document of the Corporation until adopted by the Board/Committee.