



## **Nottawa Memorial Community Centre Board**

### **MINUTES**

April 15, 2021

7:30 p.m.

[Webinar](#)

**Members Present:** Jason Whyte (Chair), Councillor Phyllis Dineen, Kari Mirrlees, Calvin Phillips, Patrice McCammon, Jordy Lacko and Mayor Doug Measures.

**Members Absent:**

**Staff Present:** Cayla Reimer, Committee Coordinator.

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#### **1. Welcome**

Chair, Jason Whyte called the meeting to order at 7:39 p.m.

#### **2. Approval of [Agenda](#)**

##### **Resolution:**

Moved by Kari Mirrlees, seconded by Calvin Phillips, Be It Resolved that the Nottawa Hall Board hereby approve the Agenda dated April 15, 2021 as presented.

Motion Carried.

#### **3. Disclosure of disqualifying interest and the general nature thereof**

No disqualifying interests were declared.

#### **4. Approval of [Minutes](#) – March 31, 2021**

##### **Resolution:**

Moved by Patrice McCammon, seconded by Councillor Phyllis Dineen, Be It Resolved that the Nottawa Hall Board hereby approve the Special Meeting Minutes dated March 31, 2021 as presented.

Motion Carried.

#### **5. Business arising from the Minutes**

##### **5.1 Small Hall AODA & Moving Forward Discussion**

The Board discussed the presentation and the options moving forward. The Board commented on the importance of gaining the community interest in maintaining the facility as a community centre as the Board feels uncomfortable in deciding the fate of the Hall and carrying the burden of years of fundraising & financial responsibility.

Councillor Phyllis Dineen clarified a couple items; Board can create additional options, Council hosting public meetings to better understand community needs and desires.

Mayor Doug Measures thanked the Board members and the volunteers for their dedication to the Hall and informed the Board of next steps to move forward and ensured the members the decision does not and will not fall on the volunteers, however; the realistic approach of future fundraising requirements is wise to consider moving forward.

The Board discussed methods in moving forward in gathering community input and commitment within the parameters of Provincial and Health Unit guidelines due to covid-19.

The Board would like to create a survey to better understand the desires of the community and discussed potential content.

**Resolution:**

Moved by Kari Mirrlees, seconded by Calvin Phillips, Be It Resolved that Nottawa Hall Board hereby move forward with assistance from the Township to create a community survey to better understand the Nottawa community desires as it relates to the future of the Hall.

Motion Carried.

**6. Financial Report**

A Financial Report was not available from the Township. The Board would like clarification on the solar panel revenue and HST rebates.

**7. Maintenance Report**

Maintenance Manager Calvin Phillips, informed the Board that he has been checking the hall every week – emergency lighting, fire alarms in working order, met with electrician today to have a quote made with regards to installing a 220 plug with a lockout feature to prevent accidents. Calvin informed the electrician of the information required before moving forward with the work.

Calvin informed the renter paying for the electrical install has their own lockout feature.

The cleanout is still requiring a service as the wrong clean out was maintained in error.

**8. Bookings Update**

Calvin Phillips informed the Board that there has been one booking and has received inquiries into; baby shower, fall 2022 wedding, however; no group rentals will be accepted until the lockdown has been lifted.

Kitchen rental has been confirmed for 6 weeks on Thursdays and has been in twice at this time.

The Board discussed holding future dates for potential rentals without the requirement of down payment during the pandemic.

Calvin requested assistance with bookings as it is more labour intensive than expected. The Board discussed delegating rentals to individual Board members to alleviate the task through use of the Nottawa gmail account.

The Board discussed the implementation of proposed booking software, Jason will further investigate with the Parks, Culture and Recreation department.

**9. Upcoming/Past Events**

**9.1 Small Halls Festival 2021**

Calvin Phillips provided information from the Small Halls Festival 2021 planning session hosted on Thursday April 1, 2021 (attached).

The Board discussed involvement in the 2021 event.

**Resolution:**

Moved by Kari Mirrlees, seconded by Patrice McCammon, Be It Resolved that the Nottawa Memorial Community Centre Board hereby commit to participating for one event in the Small Halls Festival 2021.

Motion Carried.

**10. New Business****10.1 Scrap Metal Bin**

Councillor Dineen informed the Board that a check will be expected shortly from the fundraiser.

**10.2 Covid update**

The Board received an update from Community Culture and Tourism Coordinator, Amanda Murray (attached).

**10.3 Garden**

The Board discussed the Garden and Patrice informed the Board that she has a plan for the 2021 garden.

**11. Next Meeting** – Thursday May 13, 2021 at 7:30 p.m.**12. Adjournment****Resolution:**

Moved by Kari Mirrlees, Be It Resolved that the Nottawa Memorial Community Centre Board meeting be adjourned at 8:32 p.m.

Motion Carried.

Date Minutes Approved: May 13, 2021.

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Jason Whyte, Chair

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Cayla Reimer, Committee Coordinator

Good morning Halls/Partners

I hope you had a wonderful Easter weekend and that everyone in your family is safe & healthy!

Attached are the notes from our discussion on Thursday April 1, as well as the presentation.

**ACTION REQUIRED**

Please review the discussion notes with your Hall Board & Volunteers.

Reply to me with a decision to 1) Cancel the Festival or 2) Plan an Alternative – What would you prefer?

Deadline – Monday April 12 at 12PM.

I will gather the information and prepare a report to Council. The Council meeting is on April 26.

We are here to help! So if you have any other questions, concerns or would like clarification, please do not hesitate to call or email.

Thank you and I look forward to hearing back from you soon.

Take care,

**Amanda Murray, MHK**

Community Culture & Tourism Coordinator

Township of Clearview

\*\*NEW OFFICE: 705-428-6013 ext. 504

CELL: (705) 888-4732

[amurray@clearview.ca](mailto:amurray@clearview.ca)

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# Small Halls Festival 2021 Discussion

April 1, 2021



# Agenda

Welcome & Introductions

COVID19 – One year later we are still here...

Options

Next Steps

# COVID19 – One Year Later

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The “new normal”

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Ontario’s Reopening Framework

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Current event landscape in the surrounding area

# Considerations:

- Reasons to cancel - We are behind in planning, uncertainty about sponsorship funds, limit on government grants (deadline April 20), provincial/health mandate for mass gatherings is unknown, community resistance (ie: spending taxpayer money), exposing guests, volunteers and employees to COVID-19.
  - Safety plans need to be highly sophisticated and will likely result increased costs (ie: hiring cleaning services, changes to the halls to accommodate gatherings etc.)
- Reasons to host – people want to look forward to “something” in the future, the halls are small so capacity can be limited, community spirit, support local cultural efforts and fundraise for the halls and finally, continue to promote Clearview as a destination in South Georgian Bay.
- AODA negotiations - halls are at different levels of discussion and willingness to move forward with the options presented. The township’s staff may be redirected to support the AODA project implementation based on projects getting the greenlight to proceed.



Are there other considerations?



Check in/Questions



What are else do we need to consider when planning and hosting events at the Halls?

# Options

## CANCELLED 2021

- What impact would your Hall or Organization face if the 2021 Festival was cancelled?

## PLAN A FESTIVAL 2021

- Would your Hall or Organization consider a scaled down version?
- What existing activities could still occur?
- Will a smaller version corrode our brand promise as an award-winning Festival?
- Smaller concerts and events create a more intimate experience – is that enough to justify the Festival?
- How does our planning schedule change?

# Alternative Scenarios

- Virtual/Digital Festival
  - Concerns about zoom fatigue
  - Expensive/ROI
  - Level of engagement
- Relaunch as a Clearview drive in concert weekend at one location.
  - Hall volunteers participate in planning and execution
- Is there any interest to relaunch the Festival with a different format?
  - Golf Tournament
  - Back Roads Rally

# Next Steps



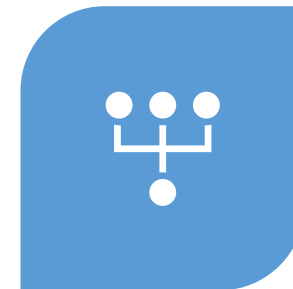
IF YES TO PROCEED,  
GRANT APPLICATION –  
APRIL 20, 2021



REPORT TO COUNCIL –  
APRIL 26, 2021



PREPARE PLANNING  
TIMELINES AND  
OBJECTIVES



IF NO TO PROCEED,  
THEN REPORT TO  
COUNCIL ONLY.

# Any Questions?



# Small Halls Festival 2021- Discussion

Attendees: Calvin (Nottawa), Melanie (Avening/Brentwood), Jennifer (Dunedin), Geoff (Singhampton), Carol (Brentwood), Lori-Anne (Brentwood), Basil (Purple Hills).

Absent – Station on the Green, Sunnidale Corners, and Duntroon.

Presentation – Amanda prepared a brief presentation outlining some key points to help guide the discussion. While the primary focus was on COVID19, the Halls are also at various stages of negotiations about the AODA next steps.

## Halls/Partner Updates

- Purple Hills Arts & Heritage Society – Currently, not planning to host to the Creemore Festival of the Arts.
- Dunedin – Currently, not open.
- Brentwood – Currently, not open.
- Singhampton – Currently, not open.
- Nottawa – Not open, may consider a kitchen only rental.
- Avening – Not open.
- Stayner Arena – Not open.

## COVID19 protocols

All protocols need to be followed. Since we do not have a crystal ball, we can only assume that the Reopening Framework would continue. Even in Green Zone, there are only 100 guests outdoors and 50 people permitted indoors for events. Now that we are back in Provincial Shutdown, and given the stringent Safety Plan requirements, is it realistic to think that the Halls will be open to the public.

Do we have volunteers committed to the Festival?

## Options

1. Cancel the 2021 Festival.
2. Videos– A focus on the 9 halls/communities, volunteers.
3. Back Roads Rally – Either Self Guided or with programming at each of the halls. There could be multiple routes for gravel and non-gravel roads. Could happen over 2 days to help spread out the crowds. Connect with local restaurants instead of offering a meal.
4. Small Halls Festival Golf Tournament – The greatest opportunity to raise money. 9 Holes could be themed with as 'Small Hall', plus have a silent auction.
5. 50/50 Draw – Only Singhampton can have the lottery license. Need to investigate if they can sell tickets then donate partial proceeds back to the Township to be divided up to the halls.
6. Small Halls Series – A series of smaller events that can be promoted.

## Next Steps

Review options with your Hall Board.

Email Amanda by Monday April 12 with your comments or decision as to whether to cancel the Festival, or participate in one of the above alternatives.

## Cayla Reimer

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**From:** Amanda Murray  
**Sent:** Thursday, April 1, 2021 2:39 PM  
**To:** Bill Keith; Carol Vanderkruys (carolvanderkruys@icloud.com); Courtney Rogers; Geoff Meadley; gordon kemp (theartfarmca@yahoo.ca); hewitt.e (hewitt.e@gmail.com); Jason Whyte; Jenn Jansen; Karen Cubitt hotmail; Kelvin Phillips (kfphillips@rogers.com); Kristin Vanderkruys (kristinvanderkruys@icloud.com); Marianne Buie (mariannebuie72@gmail.com); Linda Coulter  
**Cc:** Cayla Reimer; Terry Vachon  
**Subject:** Shutdown Update

Good afternoon Hall Boards,

In our ongoing effort to communicate about the changes to COVID19, I would like to share the announcement from the Government about the Shutdown, effective April 3, 2021 for 28 days. The shutdown is the most stringent level in order to address escalating case counts and to protect the health and safety of all our patrons, staff and volunteers.

[https://www.ontario.ca/page/enhancing-public-health-and-workplace-safety-measures-provincewide-shutdown?utm\\_source=collingwoodtoday.ca&utm\\_campaign=collingwoodtoday.ca&utm\\_medium=referral](https://www.ontario.ca/page/enhancing-public-health-and-workplace-safety-measures-provincewide-shutdown?utm_source=collingwoodtoday.ca&utm_campaign=collingwoodtoday.ca&utm_medium=referral)

Some important notes that impact the community halls in Clearview, if your hall board **chooses to remain open** for these two specific reasons.

- 1) Religious Ceremonies
- 2) Food Premise Rentals

On behalf of the Parks, Culture & Recreation Department, I would like to thank you for your ongoing commitment as we continue to navigate these challenging times. Personally, I am so pleased with how flexible and understanding you as community volunteers have been. We are here to help! If you have any other questions or concerns, please do not hesitate to call or email. I'll be working from home, so it is best to reach me at 705-888-4732 or via email.

Happy Easter!!

Take care, Amanda

## Weddings, funerals and other religious services, rites or ceremonies

**For weddings, funerals and other religious services, rites or ceremonies:**

1. physical distancing must be maintained
2. guests must wear masks or face coverings
3. capacity limits:
  - a. indoors: 15% capacity of the room
  - b. outside: the number of people that can maintain two metres physical distance from each other outdoors

## Agriculture and food production

Businesses are allowed if they:



- produce food and beverages, agricultural products (including plants), including by farming, harvesting, aquaculture, hunting and fishing
- process, manufacture or distribute:
  - food
  - beverages
  - crops
  - agricultural products
  - animal products and by-products
- support the food or agricultural products supply chains and the health and safety of food, animals and plants

**Amanda Murray, MHK**

Community Culture & Tourism Coordinator  
Township of Clearview

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**CLEARVIEW**

**Clearview Township**

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