

The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met at The Duntroon Hall on April 15, 2025, at 7:00 p.m.

Those in attendance were:

Chair:	Gordon Kemp (absent)
Treasurer:	Mary Armstrong
Booking Agent:	Monica Scott (absent)
Members:	David Culham Mark Fisher Kimberly Schneider Ron Genoe Jim Campbell (absent) Suzanne Wesetvik (absent)
Council Rep:	Councillor Phyllis Dineen
Staff:	Sasha Helmkey-Playter, Clerk/Director of Legislative Services Shannon Peart, Legislative Coordinator – Committee & Boards Terry Vachon, Director of Parks & Recreation

David Culham chaired the meeting in Gordon Kemp's absence and called the meeting to order at 7:14 p.m. and read the Indigenous Land Acknowledgement.

1. Approval of Agenda

Resolution:

Moved by Councillor Dineen, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board hereby approve the Agenda dated April 15, 2025 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

None.

3. Approval of the Minutes

Resolution:

Moved by Mary Armstrong, Seconded by Kimberly Schneider, Be It Resolved, that The Duntroon Hall Board hereby approve the meeting minutes dated March 18, 2025, as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 Annual General Meeting

This item was deferred to the next meeting for further discussion.

4.2 Beinn Gorm Highlanders Scholarship Fund Donation

The Board received a thank-you note for the donation made in memory of Michael Giffen.

5. Financial Report

Mary Armstrong, Treasurer, advised that the current account balance is \$27,633.00

Resolution:

Moved by Mark Fisher, Seconded by Councillor Dineen, Be It Resolved that The Duntroon Hall Board hereby receive the verbal Financial Report for information. Motion Carried.

6. Rental and Facility Update

6.1 Hall interior Damage & Restoration Update

Terry Vachon, Director of Parks and Recreation, reported that initial emergency repairs have been completed, and that the Duntroon Hall is currently functional. Terry Vachon is working with the insurance adjuster, who will provide a report once quotes for the remaining finishing work are received. A contractor was brought in under emergency procurement to prepare the Duntroon Hall for upcoming events without any disruption. The Board will be updated once information is received, and a supplier can be selected.

Resolution:

Moved by Kimberly Schneider, Seconded by Mark Fisher, Be It Resolved, that The Duntroon Hall Board hereby receives the verbal Hall Interior Damage & Restoration Report for information. Motion Carried.

6.2 Rental Report

David Culham provided the verbal rental report. The next rental is scheduled for April 26th, 2025. The recent Buck and Doe event went well overall, with no major issues reported.

Resolution:

Moved by Councillor Dineen, Seconded by Ron Genoe, Be It Resolved, that The Duntroon Hall Board hereby receive the verbal rental report for information. Motion Carried.

7. New Business

7.1 Foundation Crack Repair

The committee noted that a crack in the foundation was discovered during the emergency repairs and suggested it may be easier to address while the other repair work is ongoing.

Resolution:

Moved by Mark Fisher, Seconded by Ron Genoe, Be It Resolved that The Duntroon Hall Board set aside up to \$2,000.00 to repair the crack in the foundation wall. Motion Carried.

8. Next Meeting

Tuesday, May 20th, 2025 at 7:00 p.m.

9. Adjournment

Resolution:

Moved by Councillor Dineen, Seconded by Mark Fisher, Be It Resolved that The Duntroon Hall Board Meeting hereby be adjourned at 7:46 p.m. Motion Carried.

Original Signed By:

Gordon Kemp, Chair

Original Signed By:

Shannon Peart, Legislative Coordinator - Committee & Boards

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