



Station on the Green Board Meeting
MEETING MINUTES

February 21, 2020 10 Caroline Street, Creemore 9:00 a.m.

Members Present: Linda Coulter (Chair), Deputy Mayor Barry Burton, Anthony Sist, Jeremy Ray, and Tom Caswell.

Members Absent: Brian Bell (Treasurer), Per Hahne, Sara Hershoff, and Patti Cleary.

Staff Present: Sarah Corbett, Records Management Coordinator.

1. Welcome

Chair, Linda Coulter called the meeting to order at 9:02 a.m.

2. Approval of [Agenda](#)

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Tom Caswell, Be It Resolved that the Creemore Station on the Green Board hereby approve the Agenda dated February 21, 2020 as presented.

Motion Carried.

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Approval of [Minutes](#) – January 17, 2020

Resolution:

Moved by Anthony Sist, seconded by Jeremy Ray, Be It Resolved that the Creemore Station on the Green Board hereby approve the Meeting Minutes dated January 17, 2020 as presented.

Motion Carried.

5. Business Arising from the Minutes

5.1 Main Entrance Door

The Board discussed tabling the issue until finances are aligned with the project. The estimated total for the project is approximately \$20,000. The Board has a loan from the Township in the amount of \$22,000 for the furnace and would like to have the booking system in place prior to installing upgraded door equipment. The Board discussed deferring the conversation to the next meeting when Per Hahne is available for further information, Linda Coulter will contact Per prior to the next scheduled meeting.

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Tom Caswell, Be It Resolved that the Creemore Station on the Green Board hereby defer Entryway discussions to the next meeting scheduled for March 20, 2020.

Motion Carried.

5.2 Marketing

The Board discussed deferring item 5.2 as Patti is not available.

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Tom Caswell, Be It Resolved that the Creemore Station on the Green Board hereby defer Marketing discussions to the next meeting scheduled for March 20, 2020.

Motion Carried.

5.3 Lighting

The Board discussed the provided lighting options (attached); Direct Connect will be discontinued, Balack is compatible with the current lighting systems, LED is recommended with 50,000 lamp life hours; exit sign are included in the Lightnco quote; Inlight quote includes retrofitting current fixtures with LED Ballasts.

Deputy Mayor Barry Burton reviewed the quote for completeness based on his experience in the Lighting field. Deputy Mayor informed the Board the quotes are consistent with current market value and ensures the savings will pay for the switch to LED over time.

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Jeremy Ray, Be It Resolved that the Creemore Station on the Green Board hereby approve Inlight's quote to complete light replacement and have them complete the Exit lights at the same time for a cost up to \$1,200, pending confirmation of T8 LED bulbs in writing.

Motion Carried.

5.5 Parking Lot Lighting update

Anthony Sist provided the Board with an update on the status of the parking lot lights; they have been delayed and are scheduled to arrive Sunday February 20, 2020. The fixtures are in place and the lamps have been reimbursed at \$1,100. The Board discussed lowering the wattage within standard guidelines.

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Tom Caswell, Be It Resolved that the Creemore Station on the Green Board hereby grant Anthony Sist authority to sign and execute the Inlight contract.

Motion Carried.

6. Financial Report

6.1 Treasurers Report

Treasurer, Brian Bell was not available to provide a report, however; Chair, Linda Coulter provided the Board with an updated Bank Balance of \$22,403.37.

Jeremy raised concern over Nottawasaga Electrical invoice and would like clarification if the Board has been charged a restocking fee for the larger HVAC unit. Jeremy has requested a copy of the invoice.

7. Building & Landscape Report

7.1 Building & Landscape Update

a) Sunshade for windows

The Board discussed a complaint from rentals concerning the sun coming through two small windows, Anthony Sist will investigate window covering options.

Resolution:

Moved by Deputy Mayor Barry Burton, seconded by Jeremy Ray, Be It Resolved that the Creemore Station on the Green Board hereby grant Anthony Sist authority to purchase window coverings up to a cost of \$200.

Motion Carried.

8. Current Business

8.1 First Aid Kits

The Board received communication from Community Culture and Tourism Coordinator, Amanda Murray (attached). The Board does not have a log sheet as described in the communication.

8.2 TD Lands Update

There has been no further update available at this time. The Board discussed the fountain.

9. Next Meeting – Friday March 20, 2020 at 9:00 a.m.

10. Adjournment

Resolution:

Moved by Jeremy Ray, Be It Resolved that the Creemore Station on the Green Board meeting adjourned at 9:55 a.m.

Motion Carried.

Date Minutes Approved: June 15, 2020.

Linda Coulter, Chair

Cayla Reimer, Committee Coordinator

Cayla Reimer

From: Amanda Murray
Sent: Friday, February 14, 2020 1:22 PM
To: Bill Keith; Carol Vanderkruys (carolvanderkruys@icloud.com); gordon kemp (theartfarmca@yahoo.ca); hewitt.e (hewitt.e@gmail.com); Jason Whyte; Jenn Jansen; Karen Cubitt hotmail; Kristin Vanderkruys (kristinvanderkruys@icloud.com); Marianne Buie (mariannebuie72@gmail.com); nottawahall; Linda Coulter ; Donna Hammill
Cc: Cayla Reimer; Terry Vachon
Subject: Reminder: First Aid Kits

To Hall Board Chairs:

It's that time of the year (and as per the Clearview Joint Health & Safety Committee meeting on February 13, 2020), can we please check all First Aid Kits and make sure all items within are present?

We have also been asked to find out from the Hall Boards if we presently utilize a log sheet for our kits?

If you feel that you are missing a "lots of items", please let me know so that we can work together on a solution.

Cayla – please add this to an upcoming Agenda so that we can keep this email as a form of communication to our Hall Boards?

Thank you for your cooperation.

Kind regards,

Amanda Murray, MHK
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