



The Duntroon Hall Board

AGM Minutes

June 15, 2021

7:00 p.m.

[Webinar](#)

Members Present: Gordon Kemp (Chair), Mark Fisher, Mary Armstrong (Treasurer), Wally Skomra, David Culham, Ron Genoe, Suzanne Wesetvik, Jim Campbell, Councillor Doug McKechnie, Nicole Scott, Roz St. Clair and Monica Scott.

Members Absent: Kimberly Schneider, and Monica Scott, and Ian McGregor.

Staff Present: Cayla Reimer, Committee Coordinator.

1. Welcome

Chair, Gordon Kemp called the meeting to order at 7:08 p.m. and thanked the Board members for an enjoyable volunteer opportunity.

2. Approval of [Agenda](#)

Resolution:

Moved by Jim Campbell, seconded by Councillor Doug McKechnie, Be It Resolved that The Duntroon Hall Board hereby approve the AGM Agenda dated June 15, 2021 as presented.

Motion Carried.

3. Disclosure of Disqualifying Interest

No disqualifying interests were declared.

4. Financial Report

Treasurer Mary Armstrong presented the Board with the 2020 Profit & Loss Summary (attached). The repair line includes the procurement and installation of the exterior railing from Fergusons.

5. Chair's Report

Chair Gordon Kemp provided a brief update on the 2020 year due to the pandemic and is optimistic in moving forward with the AODA renovations discussions and solutions.

6. Rental Report

Booking Agent, Monica Scott was not available for an update, however; Chair Gordon Kemp, discussed the rentals that contributed to a

7. Election of Board Positions

7.1 Chair

Resolution:

Moved by Jim Campbell, seconded by Suzanne Wesetvik, Be It Resolved that the Duntroon Hall Board hereby appoint Gordon Kemp as Chair of the Duntroon Hall Board.

Motion Carried.

7.2 Vice-Chair

Resolution:

Moved by Jim Campbell, seconded by Roz St. Clair, Be It Resolved that the Duntroon Hall Board hereby appoint Nicole Scott as Vice-Chair of the Duntroon Hall Board.

Motion Carried.

7.3 Treasurer

Resolution:

Moved by Suzanne Wesetvik, seconded by Jim Campbell, Be It Resolved that the Duntroon Hall Board hereby appoint Mary Armstrong as Treasurer of the Duntroon Hall Board.

Motion Carried.

7.4 Booking Agent

Resolution:

Moved by Nicole Scott, seconded by Roz St. Clair, Be It Resolved that the Duntroon Hall Board hereby appoint Monica Scott as Booking Agent of the Duntroon Hall Board.

Motion Carried.

8. Adjournment

Resolution:

Moved by David Culham, Be It Resolved that the Duntroon Hall Board meeting be adjourned at 7:26 p.m.

Motion Carried.

Date Minutes Approved: July 20, 2021

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator

**THE DUNTROON HALL
INCOME & EXPENSE SUMMARY 2020**

INCOME:

Rental (by cheque)	\$ 750.00
Rental (by e-transfer)	\$ 8,475.00
Buck & Doe	\$ 690.00
Green Beer Day	\$ 3,074.30
Bartender Donation	\$ 180.00
Donation	<u>\$ 160.00</u>
TOTAL INCOME:	\$ 13,329.30

EXPENSES:

Hydro One	\$ 3,788.17
Collingwood Fuels (Propane)	\$ 851.06
Rental Deposit Refunds	\$ 435.00
Repair	\$ 1,078.36
Cleaning	\$ 930.00
Bartender Payout	<u>\$ 240.00</u>
TOTAL EXPENSES:	\$ 7,322.59

NET INCOME FOR 2020:

\$ 6,006.71

Submitted: Mary Armstrong, Treasurer
Sunday, June 13, 2021



The Duntroon Hall Board

Minutes

June 15, 2021

7:30 p.m.

[Webinar](#)

Members Present: Gordon Kemp (Chair), Mark Fisher, David Culham, Ron Genoe, Suzanne Wesetvik, Jim Campbell, Councillor Doug McKechnie, Nicole Scott, Roz St. Clair, Ian McGregor, and Monica Scott.

Members Absent: Kimberly Schneider, Mary Armstrong (Treasurer), and Wally Skomra.

Staff Present: Cayla Reimer, Committee Coordinator.

1. Welcome

Chair, Gordon Kemp called the meeting to order at 7:27 p.m.

2. Approval of [Agenda](#)

Resolution:

Moved by Councillor Doug McKechnie, seconded by David Culham, Be It Resolved that The Duntroon Hall Board hereby approve the Agenda dated June 15, 2021 as presented.

Motion Carried.

3. Disclosure of Disqualifying Interest

No disqualifying interests were declared.

4. Approval of [Minutes](#) – May 18, 2021

Resolution:

Moved by Councillor Doug McKechnie, seconded by David Culham, Be It Resolved that The Duntroon Hall Board hereby approve the May 18, 2021 Minutes as presented.

Motion Carried.

5. Business arising from the Minutes

5.1 Garden Proposal

The Board discussed plants and location for the proposed garden.

Roz informed the Board that there are three dead ash trees near the playground, Gord will communicate with the Township.

Resolution:

Moved by Roz St. Clair, seconded by Councillor Doug McKechnie, Be It Resolved that the Duntroon Hall Board hereby approve the installation of a three-foot wildflower garden near the dog park.

Motion Carried.

5.2 Gate Installation Update

Chair, Gord Kemp informed the Board that the conversation is forthcoming and will continue to update the Board as it moves forward.

5.3 Small Halls Festival

The Board discussed the possibility of hosting an event when the Small Halls Festival is traditionally held (October 2, 2021) and discussed the possible restrictions in place.

6. Financial Report

Treasurer Mary Armstrong was not present to provide a financial update to the Board.

7. Events & Booking Update

Booking Agent, Monica Scott informed the Board that the Gun Course has booked some dates and Christmas parties have started to tentatively book pending restrictions (weekends beginning November 6 until Christmas).

8. Facility Review

Chair, Gordon Kemp informed the Board he has reached out to the corner property (gas station) to move the fence to allow for a vehicle to collect basement garbage.

9. New Business

9.1 Hall Chairs Update

Chair, Gordon Kemp provided a brief verbal update on the Chairs discussion (attached) to further discuss the AODA Renovation recommendations and moving forward.

The Board discussed a workshop to further discuss options, ideas, and fundraising.

9.2 Mailbox Relocation

The Board discussed moving the mailboxes into the parking lot area as the Board has received inquiries to prevent backing into the main roadway.

Gordon recommended using social media tools to communicate the preference of parallel parking at the current location as lighting and snow removal might be more of a hazard if moved to the parking lot.

10. Next meeting – July 20, 2021 at 7:00 p.m.

11. Adjournment

Resolution:

Moved by David Culham, Be It Resolved that the Duntroon Hall Board meeting be adjourned at 8:50 p.m.

Motion Carried.

Date Minutes Approved: July 20, 2021

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator



All Hall Board Chairs Notes

June 02, 2021

7:00 p.m.

Webinar

Members Present: Bill Hewitt (Avening), Jennifer Jansen (Dunedin), Jason Whyte (Nottawa), Gordon Kemp & Jim Campbell (Duntroon), Chris Vanderkruys (Brentwood), Marianne Buie & Bill Keith (Sunnidale).

Council: Mayor Doug Measures

Staff Present: CAO, John Ferguson; General Manager of Parks, Culture and Recreation, Terry Vachon; and Committee Coordinator, Cayla Reimer.

1. Welcome

The meeting was called to order by the General Manager of Parks, Culture and Recreation, Terry Vachon at 7:03p.m. Terry provided background information on the proposed discussion and introduced the Mayor and new CAO.

Terry informed those present that this is an informal meeting requested and led by the Chairs.

2. Small Halls AODA Renovations

Duntroon Hall Chair, Gordon Kemp provided a brief background on the request to meet and the associated questions submitted from the Duntroon Hall Board to the Township regarding Hall accessibility and associated renovations (attached).

Gord noted that the Duntroon Hall Board is currently seeking a second opinion on the Burnsides report as it relates to the Duntroon Hall.

The Chairs would like to better understand the position of staff and Council as it relates to the process moving forward.

Mayor Measures ensured the Chairs that is a very good question which has not yet been directly asked of Council, therefore; there is no collectively formed and formal answer, however; in casual discussion amongst members, there is a communal understanding that the Halls are an integral part of the communities of Clearview Township as they are distinctive buildings with history, culture, and memories that make Clearview the Township it is. Mayor Measures stressed the importance of having these conversations at each hall to better understand each individual Hall Board's thoughts, opinions, and decisions to assist Council in creating a realistic and wholesome decision moving forward. The Hall Board reports that Terry Vachon is preparing to present to Council will be formed in conjunction with the Hall Boards input to better represent each Hall.

Gord inquired as to the municipality's ability to lobby the government towards reducing the requirements or extend the 2025 deadline. Mayor Measures provided background on legislation and the municipality's attempts to discuss the matter further with Minister Cho, to which no clear answers have been received.

Terry informed the Chairs that during the presentations the Parks, Culture, and Recreation Department gained a deeper understanding of the legislation and principal concept driving the AODA 2025 change throughout the process - creating a more inclusive environment for all who live in or access the community.

Avening Hall Chair, Bill Hewitt informed the Chairs that the Avening Hall is grateful for the presentations to which a fundraising subcommittee has been formed in hopes of moving forward in a timely manner. Bill discussed the importance of the Halls, the heritage, and the importance of creating accessible facilities. Bill reiterated that the Avening Hall is looking forward to seeing the process come to fruition.

Gord discussed the impending debt load for Hall Board Members and volunteers to consider moving forward and would like to better understand a realistic budget in which each Hall can truthfully plan for potential accessible renovations.

Mayor Measures discussed the initial Council contribution percentages outlined in the Parks, Culture, and Recreation Department presentations and believes more discussion from the Boards and further information on each Hall's community's interest and abilities of community fundraising to better calculate a realistic contribution. Brentwood Hall Board Member, Chris Vanderkruys discussed the importance of the Halls and the debt associated with operating recreational facilities and programs annually and believes constituents would not be displeased to channel funds to the Halls.

CAO, John Ferguson provided information that was presented to him while he was briefed on the topic and provided background information on his experience with Hall Boards, community, and volunteers and the importance of each.

Terry described the process in obtaining the dollar amounts and the standards (Building Code standards and FADS) used across all halls as outlined in the Burnside Report. Terry informed the Chairs that the dollar amount has been set at the high end to better prepare the Halls, volunteers, and community. Terry informed the Chairs that both groups (Boards and Township) can work together to reduce the provided estimated costs.

The group discussed reserve funding and the possibility of increasing contributions to the reserves to assist in alleviating the debt load. The Mayor discussed the lack of additional grants/funding from provincial and federal governments to meet the AODA 2025, and the associated ways in which governments assist communities through funding and grant opportunities (poorer communities often receive more funding, Clearview is in good financial standing and is often overlooked when compared to less fortunate municipalities).

The Mayor reiterated the option to sell to a new incorporated Board and discussed the similarities between Clearview and Oro-Medonte in terms of Community Halls and how the Halls are independently owned, operated, and receive a municipal grant each year to assist in operational costs.

Gord discussed the hesitance of creating a new incorporated Board as they hear the struggles from Singhampton. Township staff discussed the option of Boards presenting Council with a dollar figure amount for possible annual grant funding options that may allow Halls to move forward with the incorporated option.

Avening Hall Chair, Bill Hewitt discussed the Avening Hall proposed renovations, the townships healthy tax base, increased building in the Avening area, and the original intention of these Halls being gifted to the communities that will require update and renovation and restated the importance of moving forward in a timely manner.

Nottawa Hall Board Chair, Jason Whyte informed the group that the conversations in Nottawa are different from ones being presented and the realization of the Nottawa community's lack of support and funding to further commit to an additional debt load for the Nottawa Memorial Community Hall.

Dunedin Hall Chair, Jennifer Jansen shared the results of the Dunedin Hall survey and the community's interest in keeping the hall and attending the events/activities, however; the survey revealed there is a hefty lack of those wishing to volunteer at the hall in any capacity.

CAO, John Ferguson provided information on reinvigorating volunteerism in the communities and assured the Chairs that there are supports in creating a volunteer base and growth.

Sunnidale Board member, Marianne Buie shared the concern of diminishing interest of Hall Board volunteers due to the pandemic. Terry and the Parks, Culture, and Recreation Department are optimistic that people will want to get out of the house as evident at the re-openings of Clearview Farmers Markets. Marianne would like to better understand the order and process in moving forward with the proposed renovations (which hall first, all at once, etc). The Mayor informed the Chairs the process will see Terry provide individual hall reports to Council, at that point Council will begin discussions, however; the Mayor would like to see information from treasury in how the Township can finance such debt in conjunction with other budgeted items and recommendations to move forward.

Terry informed the Chairs that he is hopeful to bring individual reports to Council in June and would like to see Council receive all six (6) individually and then begin to discuss a plan to move forward with the expertise of township staff (planning, building, etc.).

Staff informed the Chairs to continue to discuss and ask questions as the process moves forward to ensure the right recommendations are being brought to Council.

Terry further detailed that the reports will contain the Hall Boards suggestions and desires for their halls – hall Boards feedback, preferred options, negotiated options, etc.

Terry provided additional information on the Dunedin Hall and process as it relates to the hall and the Noisy river as outlined by the NVCA and Burnsides additional assessments.

Terry is waiting to receive information from Nottawa, Dunedin and Duntroon Hall Boards to prepare the associated reports.

Marianne discussed the importance of hiring and supporting local contractors, however; the rules and regulations relating to municipal projects need to follow the procurement and tendering processes. The only way to circumnavigate these legislated methods is to become an independent/incorporated Board. Chair, Bill Keith informed those present that the process needs to move forward and would like to see the tax base assist the Halls through this project.

Duntroon Board member, Jim Campbell requested information on buying the Hall, completing the work, and selling it back to the Township. Staff has not confirmed it as a viable option yet and may be presented as an option to which Terry will further investigate the legal and financial implications of the proposed option.

3. Adjournment

With no further business to discuss, the Hall Board Chairs Meeting hereby adjourned at 8:41 p.m.