



CLEARVIEW

The Duntroon Hall Board

Minutes

September 21, 2021

7:00 p.m.

[Webinar](#)

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

Members Absent: Ian McGregor, Mark Fisher, Suzanne Wesetvik, and Kimberly Schneider.

Staff Present: Cayla Reimer, Committee Coordinator and Director of Finance/Treasurer, Kelly McDonald.

1. Welcome

Chair, Gordon Kemp called the meeting to order at 7:07 p.m.

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 Agenda dated September 21, 2021 as presented.

Motion Carried.

3. Disclosure of Disqualifying Interest

No disqualifying interests were declared.

4. Approval of [Minutes](#) – August 17, 2021

Resolution:

Moved by David Culham, seconded by Councillor Doug McKechnie, Be It Resolved that The Duntroon Hall Board hereby approve the Meeting Minutes dated August 17, 2021 as presented.

Motion Carried.

5. Business arising from the Minutes

5.1 AODA Renovations - Washrooms

Jim informed the Board that he has reached out to Lloyd who has received the request and plans but has not yet had time to review, Jim will update as more information becomes available.

5.2 Re-Opening

The Board discussed re-opening and guidelines.

6. Financial Report

Director of Finance/Treasurer of the Township, Kelly McDonald introduced herself and provided an update on e-transfers.

Treasurer Mary Armstrong provided a brief verbal update including a bank balance of \$29,797 as of September 21, 2021.

7. Events & Booking Update

Booking Agent, Monica Scott informed the Board that Christmas parties begin the first Saturday in November and continues through to Christmas. There is a kitchen rental for two weekdays per week beginning in November, and a potential pigeon group rental. The Board discussed bowling ball cleaning for rentals.

Councillor, Doug McKechnie discussed the updated rental information received from the General Manager of Parks, Culture, and Recreation Terry Vachon (attached). The Board discussed the sensitivity of the vaccination passports and where/who the responsibility falls to in ensuring all visitors are vaccinated. Nicole Scott will follow up with the recreation department to better understand the new measures.

8. Facility Review

Chair, Gordon Kemp informed the Board that a septic cover has been cracked and is being dealt with.

The new county garbage receptacles have been delivered and have been placed beside the mailboxes beside the building, the Board discussed having the county remove them as they will not be used at the Hall.

Councillor McKechnie informed the Board he has picked up the pile of weeds.

Monica suggested purchasing a stainless-steel ice cooler for the facility at \$300. The Board discussed researching a self serve ice dispenser option, to avoid contamination, especially during covid.

9. New Business

9.1 Kitchen Inspection

The Board discussed the proposed Kitchen inspection (attached), Community Culture and Tourism Coordinator, Amanda Murray will inform the Board as to their inspection results.

9.2 AODA Renovations update

Gord provided an update on the Dunedin/Duntroon AODA presentation to Council held on Monday August 30, 2021. Councillor McKechnie reviewed the proposed options and informed the Board that Burnsides will review the Boards proposed designs.

The Board discussed getting the hall clean and ready the busy rental season beginning in November. Ron provided an update on carpet cleaning, the Board discussed addressing the carpet when renovations begin.

9.3 Know it All Ball

The Board discussed postponing the event.

10. Next meeting – October 26, 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 7:58 p.m.

Motion Carried.

Date Minutes Approved: October 26, 2021

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator

CORP OF THE TOWNSHIP OF CLEARVIEW
Statement of Account (Bank)
Sunday, August 01, 2021 - Tuesday, August 31, 2021



Account Name:	Account:	Branch:	Currency:
03688 5213233	5213233	3688	CAD

B/D	Description	Debit	Credit	Date	Balance
	Balance Forward			08/03/2021	\$29,256.24
	CIPS CREDIT INTEREST		\$15.47	08/03/2021	\$29,271.71
	CHQ#00729-3144553385	\$404.44		08/05/2021	\$28,867.27
	E-TRANSFER ***3Vu		\$180.00	08/11/2021	\$29,047.27
	E-TRANSFER ***ShW		\$180.00	08/25/2021	\$29,227.27
	E-TRANSFER ***xVb		\$1,000.00	08/30/2021	\$30,227.27
	Closing Balance			08/31/2021	\$30,227.27

Totals:	\$404.44	\$1,375.47
Item Count:	1	4