



CLEARVIEW

The Duntroon Hall Board

Minutes

December 21, 2021

7:00 p.m.

[Webinar](#)

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

Members Absent: Jim Campbell, Suzanne Wesetvik Nicole Scott, Wally Skomra, Ian McGregor, and Kimberly Schneider.

Staff Present: Sarah Corbett, Records Management Coordinator.

1. Welcome

Chair, Gordon Kemp called the meeting to order at 7:30 p.m.

2. Approval of Agenda

Resolution:

Moved by David Culham, seconded by Ron Genoe, Be It Resolved that The Duntroon Hall Board hereby approve the Agenda dated December 21, 2021 as presented.

Motion Carried.

3. Disclosure of Disqualifying Interest

No disqualifying interests were disclosed.

4. Business arising from the Minutes

4.1 Washroom Update

David Culham informed the Board that with the cancellation of the New Years rental the Board will work on it as they find time.

4.2 Rental Agreement and Rents Update

The Board reviewed the proposed hall rental agreement and associated rates (attached) and discussed increasing the rental rate for the lower hall and bowling alley combination rental to \$230.

Gord will double check facility capacity to ensure correct numbers.

Resolution:

Move by Councillor Doug McKechnie, seconded by Mary Armstrong, Be It Resolved that the Duntroon Hall Board hereby amend the rental rate of the lower hall and bowling alley combination rental to \$230.

Motion Carried.

Resolution:

Move by Roz. St. Clare, seconded by Dave Culham, Be It Resolved that the Duntroon Hall Board hereby approve the Hall Rental Agreement and associated rental rates as amended.

Motion Carried.

5. Financial Report

Treasurer Mary Armstrong provided a brief verbal update including a bank balance of \$29,214 as of December 21, 2021 includes payment of \$195 to hydro.

The Board discussed final payment from the Loco Empanada rental and if repairs have been completed, Gord will further investigate.

6. Events & Booking Update

Booking Agent, Monica Scott informed the Board that the family Christmas rentals occurred and had an additional kitchen rental. There were additional rentals that have been cancelled due to the current covid regulations.

There are tentative rentals booked beginning in March right into May.

Monica reminds the Board members to ensure the heat is lowered due to no rentals for the rest of the 2021 year.

Mary informed the board that the Christmas decorations need to be removed.

7. Facility Review

Chair, Gordon Kemp provided an update on the AODA Renovations process (attached); the General Manager of Parks, Culture and Recreation, Terry Vachon and Burnsides will complete studies by the end of January at which point the Board will be presented with plans for final adjustments and suggestions. The board would like to review the plans prior to meeting to have time to better review the proposal.

Dave informed the Board they are still looking for a contractor to install the furnace.

8. New Business

10. Next meeting – January 18, 2022 at 7:00 p.m.

11. Adjournment

Resolution:

Moved by David Culham, Be It Resolved that the Duntroon Hall Board hereby adjourn at 8:01 p.m.

Motion Carried.

Date Minutes Approved: January 18, 2022

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator

Cayla Reimer

From: Terry Vachon
Sent: December 17, 2021 11:49 AM
To: Bill Hewitt; Bill Keith; gordon kemp (theartfarm.ca@yahoo.ca); Jason Whyte (ytsepiclife@gmail.com); Christopher Vanderkruys; Jenn Jansen
Cc: Cayla Reimer; Sasha Helm kay; John Ferguson
Subject: UPDATE #3 Small Halls AODA renovations

Hello Hall Board Chairs:

Another update to share with you all...

We recently had a zoom call with Burnside's (RJB) engineer and architects, and they are coming along quite nicely. They are putting together the finishing touches to their final report and designs.

Peter Mensinga (RJB Lead) has informed us that they are anticipating having **Draft** conceptual architectural designs for all 6 halls completed in early Jan 2022, that will capture the Modified Fads AODA components to the 6 Halls as well as capturing the "special" requests made by the 6 Hall Boards themselves, as per the direction provided by Council.

With that, Peter and I will be meeting with each Hall Board one more time during the month of January 2022 to make sure that we have captured all the request and designs that were discussed during our October 2021 meetings together (as we promised them).

From there, RJB will complete their report with new updated construction estimates and we/they will present that report to Council for your consideration and direction.

I feel very confident that RJB's report and designs will have captured **ALL** the current answer's Council will be looking for to assist in making final decisions. We're hoping to present that report at the first Council meeting in February 2022.

Staff will be seeking direction from Council at that February 2022 meeting (or subsequent future meetings soon after) on which Halls get renovated (first to last), next steps for construction, next steps with Hall Boards (MOU's), financing agreements and tendering process.

In the meanwhile, if you have any questions or concerns, please feel free to contact me anytime. Please feel free to share with your Board members...

Thanks,
Terry

****We're here to help****