



The Duntroon Hall Board Meeting Minutes

The Duntroon Hall Board met in a virtual zoom session on February 22, 2022 at 7:00p.m.

Those in attendance were:

Chair: Gordon Kemp
Treasurer: Mary Armstrong
Booking Agent: Monica Scott
Council Rep: Councillor Doug McKechnie
Members: David Culham
Mark Fisher
Ron Genoe
Roz St. Claire (absent)
Jim Campbell
Suzanne Wesetvik
Nicole Scott (absent)
Wally Skomra (absent)
Ian McGregor (absent)
Kimberly Schnider

Staff: Committee Coordinator, Cayla Reimer

1. 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 February 22, 2022 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

No disqualifying interests were declared.

3. Approval of the Minutes

Resolution:

Moved by David Culham, Seconded by Councillor Doug McKechnie, Be It Resolved, that The Duntroon Hall Board hereby approve the minutes dated January 25, 2022 as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 AODA Updates

Gord provided an update on the plans provided by Lloyd and have been accepted as part of the final draft which the General manager of Parks, Culture, and Recreation will bring to Council on March 7, 2022 with Burnsidés.

The Board reviewed the final proposed concept designs (attached, stairway has since been updated).

4.2 Covid Update

The Board received and reviewed recent COVID updates from the Parks, Culture, and Recreation Department.

5. Financial Report

Treasurer, Mary Armstrong provided a financial report including a bank balance of \$20,950.00, payment of \$7,500 has been issued to Redpath for the furnace. All other bills have been paid in accordance with the budget. Redpaths donated \$500 to the Hall.

6. Event & Booking Update

Booking Agent, Monica Scott provided a verbal update on upcoming rentals, the hall is booked every Saturday from March into June.

Monica provided an update on the Green Beer Day Event. The Board discussed the potential requirements and details.

Resolution:

Moved by Councillor Doug McKechnie, Seconded by David Culham, Be It Resolved, that The Duntroon Hall Board hereby approve hosting the Green Beer Day event on March 12, 2022 in accordance with provincial and health unit guidelines with a budget of \$4,500. Motion Carried.

7. Facility Review

Gordon has been at the Hall everything is good, and he has preventatively, shoveled a path to allow water to escape away from the building.

Loco Empanadas will be at the Hall on Wednesday to fix holes and pick up mail. Gord informed the Board he will pay his rental bill when Covid ends, and he is making more.

Gord informed the Board that there had been a request to access the dog park during the winter months. Gord discussed with the General manager of Parks, Culture, and Recreation who suggested that the parks are not intended for winter use, however; if someone is willing to take on winter maintenance there would be support.

8. New Business

8.1 Downstairs Coffee Shop

Roz St. Claire provided a suggestion to have a local group/organization host a coffee shop on the lower level of the facility. The Board discussed the importance of having no costs incurred by the Hall when offering a free location to increase use of the facility.

The Board discussed potential parameters and the intent of the proposed idea.

9. Next meeting – March 22, 2022 at 7:00 p.m.

10. Motion to Adjourn

Resolution:

Moved by David Culham, Seconded by Suzanne Wesetvik, Be It Resolved, that The Duntroon Hall Board Meeting hereby be adjourned at 8:22 p.m. Motion Carried.

Gordon Kemp, Chair

Cayla Reimer, Committee Coordinator

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