



Nottawa Hall Board Meeting Minutes

The Nottawa Hall Board met in a virtual zoom session on March 15, 2022 at 7:30p.m.

Those in attendance were:

Chair:	Jason Whyte
Booking Agent:	Adam Thornton
Maintenance Manager:	Kalvin Phillips
Council Rep:	Councillor Phyllis Dineen
Mayor	Mayor Doug Measures (absent)
Members:	Kari Mirrlees Patrice McCammon (absent)
Staff:	Committee Coordinator, Cayla Reimer

1. Approval of Agenda

Resolution:

Moved by Calvin Phillips, Seconded by Adam Thornton, Be It Resolved, that Nottawa Hall Board hereby approve the agenda dated March 15, 2022 as presented. Motion Carried.

2. Disclosure of Disqualifying Interest and General Nature Thereof

Adam Thornton declared a disqualifying interest in item 8.1 as he will be reimbursed.

Kalvin Phillips declared a disqualifying interest in item 6 as he will be reimbursed.

3. Approval of the Minutes

Resolution:

Moved by Kari Mirrlees, Seconded by Councillor Phyllis Dineen, Be It Resolved, that the Nottawa Hall Board hereby approve the meeting minutes dated February 10, 2022 as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 AODA Renovations Update

The Board received communication from the General Manager of Parks, Culture and Recreation providing an update and next steps in the AODA Renovations process along with the options report and supplementary information as presented.

Councillor Phyllis Dineen provided a brief overview of Council's decision and the process moving forward.

4.2 COVID Update

The Board received communication from the Parks, Culture, and Recreation Department outlining updated COVID-19 measures. The Board discussed the safety plan and recent updates.

5. Rental Report

Adam Thornton provided a verbal update of upcoming rentals. The Board discussed cleaning measures after rentals.

6. Financial Report

A financial report was not available. Calvin provided an update on the Rogers Bill and paid the balance and has set up the account for direct payments.

Calvin abstained from the following vote.

Resolution:

Moved by Kari Mirrlees, Seconded by Councillor Phyllis Dineen, Be It Resolved, that the Nottawa Hall Board hereby approve reimbursement of \$169.47 to Calvin Phillips for payment of the Rogers bill. Motion Carried.

7. Maintenance Report

7.1 Maintenance Report

Calvin Phillips informed the Board that he has change the batteries in the smoke detectors and reminded the Board that the plastic pipe should be covered prior to the March 17, 2022 rental. Jason will further investigate.

7.2 Furnace Maintenance

Calvin informed the Board that the service was completed in late 2021 and has received the invoice in March.

Resolution:

Moved by Calvin Phillips, Seconded by Councillor Phyllis Dineen, Be It Resolved, that the Nottawa Hall Board hereby approve payment of \$110.18 to Andre Frank Air-Tech Heating & Cooling Solutions as provided. Motion Carried.

8. New Business Events

8.1 Beer & Cider Fest

The Board will host a sub-committee meeting to further discuss the event and bring more information to the next meeting. Adam Thornton did not partake in the following vote.

Resolution:

Moved by Calvin Phillips, Seconded by Councillor Phyllis Dineen, Be It Resolved, that the Nottawa Hall Board hereby approve reimbursement of \$150 to Adam Thornton for the purchase of the Beer and Cider Festival Special Occasions Permit. Motion Carried.

8.2 Lobster and Laughs

Kalvin provided an update on the Small Halls Festival and initiatives provided by the Township to ensure a successful Township wide event.

The Board discussed moving forward in planning to host an event in the Small Halls Festival 2022 which will occur between June and September of 2022.

Resolution:

Moved by Calvin Phillips, Seconded by Adam Thornton, Be It Resolved, that the Nottawa Hall Board hereby approves to participate in the Small Halls Festival 2022 and will sign the Memorandum of Understanding. Motion Carried.

9. Next Meeting – April 14, 2022 at 7:30 p.m.**10. Motion to Adjourn****Resolution:**

Moved by Councillor Phyllis Dineen, Seconded by Kari Mirrlees, Be It Resolved, that the Nottawa Hall Board Meeting hereby be adjourned at 8:02 p.m. Motion Carried.

Jason Whyte, Chair

Cayla Reimer, Committee Coordinator