

NEWCASTLE COMMUNITY HALL BOARD

November 16 2021

Main Hall 7 pm

Present Were: Janeen Calder
Henry Corvers
Crystal Yaki
Barry Carmichael

Regrets From: Marg Zwart – Local Councilor
Granville Anderson, Regional Councilor
Sierd DeJong

Also Present: Gabrielle Bell, Secretary

1. AGENDA

Moved by H. Corvers, seconded by C. Yaki

That the agenda is accepted with the following changes/additions.

Move item 3F Proof of Vaccination to 7 CoVid Update

Move item 3H to 10 New Business

Add to Curtain and keys to 10 New Business

“Carried”

2. MINUTES

Moved by C. Yaki, seconded by J. Calder

The minutes of September 28 2021 are accepted as presented with correction to show the following motion to come out to camera

“Motion by M Zwart, seconded by C Yaki – That meeting comes out of camera.”

“Carried”

3. BUSINESS ARISING

a) Budget

Motion by J. Calder, seconded C. Yaki

To accept 2022 Budget and projected 5 years Budget Plan as presented.

“Carried”

- b) Security System – email was sent to Rob Groen Oct 12 with questions to date no response.
- c) Accessible Parking Spot – at this time we have not received confirmation of location
- d) Clock Tower – B. Carmichael reported that Dan Hooper will come to take a look at clock. It may be possible to dampen the sound during the late night. We have not heard back from contact with info from manufacturer.

- e) Addendum for Permits and Leases regarding CoVid19 protocols received for information.
- f) Proof of vaccination – Moved to Item 7
- g) Horticultural Society display case in Centennial Room was discussed. As they no longer have a lease with the Hall request will be made to have storage cleared out. C. Yaki will prepare a letter.
- h) Supervision of Events – moved to New Business
- i) Concert in Park Committee – Lloyd Johnson has given notice that he will resign at end of 2021 season. We have reached out to another resident who has indicated interest and has a musical background.
100th Anniversary Committee requesting that they take over the Concert in the Park as part of celebration June to August 2023.

Motion by C. Yaki, seconded by H. Corvers

That 100th Committee plan the concerts in park for summer of 2023 in conjunction with the Concert in Park Committee. **“Carried”**

- j) Early On – blinds in process
- k) Piano in Centennial Room to be removed
- l)

Motion by H. Corvers, seconded J. Calder

That piano be removed with assistance from Municipality **“Carried”**

- m) Cenotaph flag – B. Carmichael reported we will be given 2 flags from Philip Lawrence’s office. We do not have them as of yet, so have put our own up in the meantime. Legion feels this is responsibility of Municipality. When we receive flags we will remove ours. Flags cost approximately \$90.00. At end of meeting M. Zwart delivered 2 flags.

4. FINANCIAL REPORT

Moved by H. Corvers, seconded by C. Yaki

That financial report is accepted as presented. **“Carried”**

5. INVOICES

Tabled invoices as we did not have quorum for this item.

6. CORRESPONDENCE

- a) Parade Committee is requesting to have washrooms open during the Wonder Lights event on November 26th. J. Calder reported that Winter Wonder Lights Committee informed Parade Committee they did not feel there was a need to give the public access to the washrooms for this 2 hour event. The parade committee has been granted participation on the evening by Committee to have Santa present. They do not have a problem with Santa changing in front lobby washroom.

Motion by H. Corvers, seconded by C. Yaki

That the washrooms remain closed to the public during the Winter Wonder Lights Event. **“Carried”**

- b) Elections to Board will be advertised for 2 positions to be elected at meeting on Jan 18th. Submissions to be in by November 11th to Board Office. Received for information. Janeen Calder has notified Board she will be standing for re-election
Crystal Yaki has notified Board she will be standing for re-election
 - c) Durham Lodge has made a \$500.00 donation towards repair of fountain. B. Carmichael will send thank you note. Received for information
 - d) Snow Removal contract received to be signed and invoiced to Municipality
 - e) Notices from Municipality regarding Community Board Sustainability. Assistance with covering cost of waste pick up, snow removal, garden maintenance, pest control.
 - f) Minutes received from meeting with Community Buildings on Sept 21 2021
 - g) Roof Project – Municipality has responded to question of roofing causing a smell. They do not believe there will be any smell to contend with. (see attached)
7. **COVID19 Update**
- a) Municipality will cover cost of security or staffing of Board’s choice to do verification of proof of vaccination. If our own staff \$15 to \$20/hour has been discussed with Lee-Ann Reck (see attached)
 - b) Proof of vaccination by tenants has been approved by Health Department. This information was discussed with Building Services and we have now been give go ahead to set this up with tenants. (see attached)
8. **RISK MANAGEMENT REPORT**
Not received
9. **CUSTODIAL**
10. **NEW BUSINESS**
- H Corvers and J Calder had other commitments – left meeting at 8:30 pm
- a) Supervision of Events – discussed coverage for upcoming events.
 - b) Vaccination Policy - table
 - c) December meeting – B Carmichael will arrange Christmas Dinner
 - d) Keys – recommended each board member have keys to access through to the custodial closet where all other keys will be stored.
 - e) Dishwasher – received quote of \$11000.00 from Dayco. Expecting 2 more quotes.

Adjourned 8:50 PM