

NEWCASTLE COMMUNITY HALL BOARD
Meeting May 21 2024 7:00 PM
Council Chambers

In Attendance: C. Yaki, Chair
B. Carmichael
J. Calder-RowSELL

Staff In Attendance: J. Tutak, Secretary
K. Symak, Custodian

Regrets: W. Woo, Regional Councillor

Absent: P. Martin

Also in Attendance: G. Bell
P. Thexton

1. LAND ACKNOWLEDGEMENT

K. Symak opened the meeting with the Land Acknowledgement statement.

2. APPROVAL OF AGENDA

Motion by B. Carmichael
Seconded by J. Calder-RowSELL

May 21, 2024 Agenda is accepted as circulated.

“CARRIED”

With the additions to Business Arising: Correspondence, Summer schedule, Catering,
Focus on Youth, Smoking

3. APPROVAL OF MINUTES

Motion by J. Calder-RowSELL
Seconded by B. Carmichael
Corrections to J. Calder-RowSELL’s name. Motion to adjourn at 9:30pm

That the minutes and closed session of April 16 2024 are accepted as circulated.

“CARRIED”

4. PRESENTATION – P. Thexton

A few plants were lost over the winter, three had been dug up. Cenotaph garden had ants so a nontoxic Horse Spray was purchased and seems to be working well. Plants for the patio have been purchased to go in after the Municipality has filled in the window wells. Volunteers are needed to help mulch the gardens. C. Yaki to email municipality to see if garden contracted company is available to assist with laying mulch on May 29th or June 3rd. The interlock in the parkette is to be edged.

5. BUSINESS ARISING

5.1 Purchase of Dishwasher

Waiting for a quote, no update.

5.2 Paintings

Donated paintings by Jane Eccles of historically significant dresses in stairwell will remain property of the Historical Society, framing with a plaque. Further discussion on where current photos will be moved to.

5.3 Fridges

B. Carmichael looked into fridges at Paddy's Market. Current fridges came from Dayco, waiting to hear back for a quote. B. Carmichael and K. Symak will continue to investigate and will report back for the next meeting. Looking to add a second cooler in the bar area.

5.4 Liquor License

G. Bell called Director of Finance, T. Pinn to see if having a liquor license will affect insurance. Waiting to hear back.

6. FINANCE COMMITTEE

6.1 Finance Report – J. Tutak

Motion by J. Calder-Rowell

Seconded by B. Carmichael

Financial report is accepted as presented and move \$35,000 into the GIC at Newcastle CIBC. **“CARRIED”**

7. CUSTODIAL REPORT – K. Symak

Health and Safety Good. AED annual check done this morning, all went well.

8. EVENTS

8.1 Community Events

Harvest Fest – Sat Oct 5

Tree lighting – hall board take over lighting of the hall

Santa parade – Sunday, November 17th, 5:30pm

Santa breakfast - Sunday, December 1st, 8-11am

8.2 Booking Update – J. Tutak

Discussed an upcoming request for a wedding in the parkette.

8.3 Open House

June 2 2024 has been booked for this event. 1 – 3pm, posters to be printed

Décor set up chandelier, railings, ceiling treatment, bunting on table from 100th, staff to attend.

Motion made by J. Calder-RowSELL

Seconded by B. Carmichael

Motion made to spend \$500 on advertising for the open house

“CARRIED”

8.4 Village Concerts

List of bands are set, 10 sponsors so far. Main hall will not be booked Tuesday evenings so that concerts may be moved indoors so no rain date needed.

9. COMMUNITY CONNECTIONS

9.1 Film Durham

C. Yaki reported tour of NCH occurred April 18. Offered to come take photos. Will follow up the beginning of June

9.2 Volunteer Appreciation Lunch

Board members attended. Mayor Foster presented C. Yaki and P. Thexton with a Challenge coin for a symbol of appreciation and gratitude for the positive impact they have made on the community.

10. BOARD GOVERNANCE

10.1 Board Terms of Reference

C. Yaki spoke with L. Turcotte, Committee Coordinator, Municipality is currently working on Terms of Reference for NCH. Can expect them within the next month.

11. OTHER BUSINESS

11.1 Snowblower – discussed selling of snowblower for \$600, as it is not needed.

Motion by B. Carmichael
Seconded by J. Calder-Rowsell

Motion to remove the snowblower from the property to have it repaired for future sale

“CARRIED”

11.2 Capital

C. Yaki to follow up on outstanding 2023 Capital projects.

1. Windows in the main halls
2. plaster in the main hall. Municipality has assessed and it will be a 5 -6 weeks shut down to fix the plaster. Windows do not have a date yet.

11.3 Municipal Introduction

No update

11.4 Correspondence – Peninsula Canada received for information.

Request to use the parkette for music for fundraising for Bethesda House, looking for Saturdays. C. Yaki to respond.

11.5 Summer Schedule –There will be no board meetings over the summer (July and August)

11.6 Catering – Discussed request that came from staff regarding food prep.

11.7 Focus on Youth – A student from the Focus on Youth at KPR District School Board will be coming in over the summer (July 3 – August 16) to work. Student has WHIMIS, ladder training, First Aid training. School board will be send over a copy of WSIB certificate as the student is insured and paid by the school board.

11.8 Smoking – Noticing excessive cigarette littering. No smoking allowed on the property. Refer to section 8 in current contract.

12. CLOSED SESSION 9:15 PM

Motion by B. Carmichael
Seconded by J. Calder-Rowsell

That in accordance with Section 239 (2) of the Municipal Act, 2001, as amended, the meeting be closed for the purpose of discussing matter that deals with:

**Personal Information about an identifiable individual
No resolutions were passed.**

“CARRIED”

13. RISE AND REPORT FROM CLOSED SESSION 9:26pm

Motion by J. Calder-Rowsell
Seconded by B. Carmichael

**Motion to Rise and Report on Personal Information about an identifiable individual/s.
Items were discussed in “closed” session in accordance with Section 239 (2) of the
Municipal Act, 2001, as amended.**

“CARRIED”

14. ADJOURNMENT

Motion by B. Carmichael
Adjourn at 9:30pm