

## MINUTES

### Centre Wakefield LaPêche

#### ORDRE DU JOUR / AGENDA Conseil d'administration

Tuesday Sept. 7 2021 @ 19:00 (meeting date updated by Irene in June 2022)  
BY ZOOM

Present

Absent

Quorum

Irene Richardson

Chris Harris (called in for 20 minutes)

David Park

Kathleen Lauder

Ivan Hale

Pam Ross

Carolyn Nolan

Andrew Ryan

Estella Arlott

#### 1. Approval of agenda

**MOTION: Pam moved and Irene seconded approval of the agenda**

Approved unanimously

#### 2. Conflict of interest

There was no reported conflict of interest

#### 3. Approval of minutes of previous meeting

**MOTION: Kathleen moved and Carolyn seconded approval of the minutes of the August board meeting.**

Approved unanimously

#### 4. Committee reports

- COVID update: CISSSO rental termination is on September 30. They are starting to clean up on September 15 to put the building back to how it was when they started their rental
- Landscaping/market: Ivan reported that some of the vendors had lower income this year. It may be due to COVID or due to the location. They are split on the decision as to where they would like to locate next year. If landscaping at the Centre could be revised so they could unload their vehicles close to their stalls the Centre may be a preferred location.

**ACTION: Ivan and Irene will look into whether landscaping could be revised at the Centre to improve access by vendors. This will be explored for possible discussion with the municipality.**

- Covid double vac

**Motion: Pam moved and Ivan seconded that Centre Wakefield La Pêche will implement Covid-19 passport vaccination policy and procedures in compliance with the Quebec policies and guidelines**

Motion passed unanimously

Irene pointed out that we will make renters responsible for implementing this. Irene will put this information on the Center website.

- Operations
  - Reopening the Centre: There are already some bookings. Those making bookings know they will need to help with set up as CWLP does not have staff.
  - David mentioned that he and Claude need to put back some lighting and speakers. David and Claude will help with technical requirements if needed.
  - Volunteers: For the initial events we will depend largely on volunteers.
- **HR IN CAMERA**
- Finance

We continue to do well. Carolyn has been working with the audit team. A preliminary audit review engagement report will be ready next week. Carolyn will forward the draft report to all board members electronically. The finance committee will meet to review it before the AGM. We will attempt to get the report in bilingual format for the AGM.

## **5. Letter of offer from the Municipality**

Everyone has reviewed the draft agreement and the mayor invited us to review it and get back to them.

David reviewed both the English and French version and has concerns that the translation does not reflect the original effectively. David thinks we need to counter with what will be best for us. We will need to review it carefully and ensure we have a balance of responsibilities between the municipal staff and the coop.

Andrew is happy to see a proposal we can work on. We are finally engaging and it is good to bring that to the AGM. It is good to present the transition to the cultural centre as well as the proposal from the municipality as the two are connected. We need to have discussions with the community and put it to a vote. That is the important role of the board. It will take months to deal with all the nitty gritty. We need to move forward over the next 3 – 4 months, with specific dates, to get decisions.

Chris senses concern. We need to get input from the community. We are in limbo.

Kathleen supports the concept of having the municipality manage the building and the coop manage programs. We need to study the agreement and get input from the community.

Estella does not feel comfortable making a decision. She feels she needs more information and study. The direction to become a cultural centre will need to be studied and defined.

Carolyn pointed out that the municipality is proposing to stop the \$95,000 grant and they are not providing any consideration for the funds already spent in paying down the mortgage. It is good to have this discussion. We have done a lot of work and we should engage the community now in taking the ideas forward.

Pam said that we have been working on this for two years. We need to package this and clarify points that are confusing. The \$95,000 was for a finite amount of time. We can get together with the membership and provide solid information. We need to have a conversation with legal experts and ensure that the coop can continue to manage programs. The municipality has no interest in running the programs. They don't think the burden for the building should be on the coop. Pam does not care whether we continue to look after the building or we hand it over to the municipality. But she does want to move on and get a decision. We told our membership at the last AGM that we are having these conversations. We need to move forward from that. We need to get good information on the costs to maintain the building in the future. We should be hiring a company to tell us what expenses we can expect going forward. We should have deadlines for decisions by the community. Engaging the membership gives us credibility.

Irene said that we have to look at the partnership with the municipality in the context of other things we are doing. We need to have an overall plan for the centre.

Ivan said we have done a lot of work in the past year. The Centre is doing well and seems to be sustainable. He feels the idea of becoming a regional cultural centre is excellent. He is not sure that handing the building over to the municipality is the best option for long term sustainability. There may be other options which should be explored. He is not decided and needs to be convinced of the best way forward. He feels that deadlines are a good thing but he is OK if it takes a couple of years.

## **6. Preparing for the AGM**

The following options were identified to be explored and researched to move towards the Future of the Centre:

- Partner with the Municipality to pass ownership of the building to the Municipality
- Partner with the MRC for the Centre be the Outaouais regional arts and cultural centre
- Apply for a charitable status and work with the Outaouais Philanthropy/Community Foundation
- Implement a Centre Wakefield La Pêche yearly support membership
- Build and improve partnerships with ELAN, MRC, and other funding and cultural groups

- Apply for grants yearly on a regular basis

At the AGM we will invite community members to join the board or a committee to assist in defining “the Future of the Centre” project and assist in researching opportunities and preparing a plan.

**Action Item: David will write materials to promote the Future of the Center options and to engage people in studying the options for the AGM.**

**ACTION: Ivan and Irene will develop a PPT presentation for the AGM to be presented to the board for discussion on September 21.**

**ACTION: Pam will put a package together key information related to defining the sustainable problem with facts, what it would look like to move to be a regional cultural centre and what are the pros and cons of partnering with the municipality, and other options identified to move forward.**

**7. Other business**

**MOTION: Pam moved and David seconded that in the future the board will have time lines for all motions and action items.**

Approved unanimously

**8. Adjournment**

**MOTION: Pam moved and Andrew seconded that the meeting will be adjourned at 9:13.**

Approved unanimously