

Theatre Committee Meeting

August 11th, 2025, at 9:30am, at 136 Yonge St.

Present: Chair Councillor Sean Cotton, Mayor Chris Hope, Wanda Hill, Jillian Peever, Recording Secretary

Regrets: Colin Love

The meeting was called to order at 9:34am by Chair Councillor S. Cotton

1. Disclosure of Interest: None

Adoption of Previous Meeting Minutes:

Moved by W. Hill - Seconded C. Hope

THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Theatre Committee approves the minutes of March 3rd, 2025. Carried.

2. Old Business:

a) Washroom Upgrade

The Committee was advised that bathroom renovations will begin the first week of September, following the summer season, and are scheduled for completion by October. Questions were raised regarding the proposed layout and labeling (e.g., Women's, Men's, Family). The Committee requested that the Recording Secretary provide a copy of the layout at the next meeting for their awareness.

3. New Business:

a) NICE and Donation of Membership

C. Hope informed the Committee that Tony Marra has paid for a one-year NICE (Network of Independent Canadian Exhibitors) membership by donation valued at \$250. NICE membership is open to Canadian independent cinemas, festivals, and professional programmers offering curated film programs to public audiences and works to strengthen Canadian independent film exhibition nationwide. Benefits include networking opportunities, monthly roundtables, information-sharing, and advocacy with industry and government partners. The Committee discussed the potential value of the membership and agreed to revisit the possibility of continuing it in the future once its benefits to the theatre can be assessed.

b) Regent Theatre

C. Hope shared that the Regent Theatre receives support through donations from local businesses in their community. The Committee discussed the possibility of adopting a similar model, including creating a dedicated wall to display business logos. This item will be discussed further at the next meeting.

c) Public Event, Raise Awareness

The Committee discussed adding a short conversation before movie screenings at special events to update the community on the theatre's current state and request their support. Suggestions included distributing cards with a QR code linking to a write-up covering the theatre's history,

current status, future vision, and needs. The Committee will recommend to Council that the Recording Secretary prepare a report outlining this initiative, including components on marketing, lobby upgrades, and sponsorship opportunities.

d) Board Membership 2026

The Committee discussed adding two members in the future. As outlined in the Terms of Reference, the Committee should include 2 Council Members, 5–7 Community Members, and a non-voting Recording Secretary. Currently, there are only 3 Community Members. The Committee will recommend to Council that an advertisement be posted to the community seeking additional members.

e) Halloween Event

The Committee reviewed plans for this year's Halloween Event, noting the success and positive community response from last year. They propose splitting the event into two days: a Teen/Adult event on October 24th and a Youth Matinee on October 25th. The Committee acknowledged the requirement for two staff members to be present at all events and will seek two sponsors at \$200 each to cover staff costs and the purchase of the DVD. They expressed interest in partnering again with the Recreation Advisory Committee and discussed being more assertive when collecting donations, as past events have generated minimal contributions. A recommendation will be submitted to Council for the event to proceed on the proposed dates.

4. Recommendations to Council

The Theatre Committee recommends that Council approve:

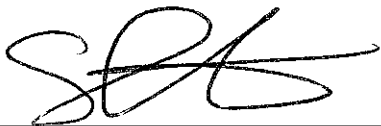
Moved by W. Hill - Seconded by S. Cotton

THEREFORE BE IT RESOLVED THAT The Village of Burk's Fall Theatre Committee recommend to Council;

- a. Allow the Theatre Committee and/or staff to utilize the membership, networking with other cinemas and sharing resources.
- b. Recording Secretary to prepare a report for Council in regard to initiatives including community awareness, marketing, lobby upgrades, and sponsorship opportunities.
- c. Advertisement be posted to the community seeking additional members.
- d. Hosting a Halloween Community Event on the evening of October 24th, and matinee on October 25th.

5. Date of Next Meeting: To be determined

6. Meeting Adjourned: 11:16am



Chair Signature