

CANS Boardrooms

Frequently Asked Questions (FAQs)

CANS Boardroom Hours

Monday - Friday

9:00 a.m. - 3:30 p.m.

How do I book a boardroom?

Please contact Kaitlyn Bennett, Education & Training Lead to book CANS Boardrooms by calling 902-334-2970 ext. 716, or emailing kbennett@cans.ns.ca. She will email the booking form to you.

Is proof of vaccination required to use CANS Boardrooms?

Yes. All meeting participants will be required to show proof of double vaccination to use our boardroom(s). We will ask for this proof when you visit our office. This information will not be recorded or stored by CANS.

What are your COVID protocols?

We are following all current provincial guidelines and require proof of double vaccination to use our boardroom(s).

How much notice is needed to book CANS Boardrooms?

Requests must be made at least 24-hours in advance. Bookings are made based on availability.

How many people can the space hold?

The occupancy for this space is determined by your meeting setup. Our boardroom(s) can host a maximum of 25 people for most meetings.

Can the orientation of the room be changed?

Yes, our booking form lists a variety of setups that you can choose from for your meeting.

Is there Wi-Fi?

Yes.

Is there access to a printer?

No.

Is there video conferencing?

Yes. You must send the email addresses of those who require virtual access with a minimum of 48-hours notice to Kaitlyn Bennett kbennett@cans.ns.ca; 902-334-2970 ext. 716.

Do you provide laptops for presentations?

Yes. We encourage you to use our laptop(s) and bring your content on a flash drive.

Is catering and/or beverages available?

If requested, CANS can provide water and coffee. Catering is allowed, but it is your responsibility to organize the order.

Is there a washroom facility accessible?

Yes. The washrooms are located down the hall from our office, accessible through the back training door.

Ready to Book CANS Boardrooms?

Please contact Kaitlyn Bennett, Education & Training Lead to book CANS Boardrooms by calling 902-334-2970 ext. 716, or emailing kbennett@cans.ns.ca.

Any member booking this space must complete a booking form in advance and comply with CANS COVID safety requirements.

Have a question you don't see answered here?

For more information on CANS Boardrooms, please contact Kaitlyn Bennett by calling 902-334-2970 ext. 716, or emailing kbennett@cans.ns.ca.