

MINUTES
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)
Thursday June 22, 2017

Minutes of a meeting of the Lunenburg County Multi-Purpose Centre Corporation held in the Multi-Purpose Room at the Lunenburg County Lifestyle Centre, 135 North Park Street, Bridgewater, Nova Scotia. Meeting called to order at 6:01 pm on June 22, 2017.

Chair: Wayne Foster

Attending: Andrew Tanner, David Mitchell, Eric Hustvedt, Heather Fralic and Carolyn Bolivar-Getson

Regrets: Andy Selig and John Vissers

Also in Attendance (Non-Voting Reps): Ken Smith, CAO, Town of Bridgewater (Town)

Regrets: Kevin Malloy, CAO, Municipality of the District of Lunenburg (MoDL)

Also in Attendance (Resource): Kevin Benjamin, General Manager

Recording Secretary (Resource): Isobel Leslie

ADDITIONS/DELETIONS TO THE AGENDA

2017-32 MOVED BY David Mitchell SECONDED BY Carolyn Bolivar-Getson that the Agenda of the Lunenburg County Multi-Purpose Centre Corporation of June 22, 2017, be approved as circulated. Motion Carried.

MINUTES

2017-33 MOVED BY Eric Hustvedt, SECONDED BY David Mitchell that the Minutes of the Lunenburg County Multi-Purpose Centre Corporation of May 18, 2017, be approved as circulated. Motion Carried.

BUSINESS ARISING AND UNFINISHED BUSINESS

Request for Decision/Direction

Income Statement

LCLC Doc#17-025, Income Statement for May 2017, was circulated to the board for review and discussion. Heather reported that the Capital and Special Events section was now recorded separately from the main body of the operating budget so it is now easier to see what the balance of operating revenue and expenses were.

The year to date forecast would be in the statement starting in September.

2017-34 MOVED BY Heather Fralic, SECONDED by David Mitchell that the Lunenburg County Multi-Purpose Centre Corporation Board of Directors accepts LCLC Doc. #17-025, Income Statement of May, 2017. Motion Carried.

Information / Updates

General Manager Update

LCLC Doc. #17-026, General Manager's written update, was circulated to the board for information and discussion.

Of note:

- Preparing for annual aquatic centre shutdown next week;
- Past events: Army Cadet Corp May 18th – annual parade in the arena; Walk the Walk for Autism June 10- arena; Michelin Junior Bike event June 10 – outside; Michelin Tire Trot June 17 – five kilometre run event. All were successes.
- Coming up: Parkview Graduation June 28th – arena; Wrestling – arena and Events Lunenburg County's Rib Fest – outside - July
- Positive letter from parent regarding the Autism swim program that is being offered at the LCLC.
 - Board asked Kevin to see if perhaps the local paper might want to share a story about the Autism Program at the LCLC.
- Aquatic Manager, Cheri Kelly, is currently off on medical leave until the end of August. Olivia Pitman has been commissioned as Acting Aquatic Manager until her return and can stay on until December. Kirsten Weagle has also been hired to help out in Aquatics.

Governance Committee Update

LCLC Doc #17-027, Governance Policies 10 through 16 and Appendix IV, was circulated to the board for discussion and approval. Eric reported that there were slight changes made to a few of the policies. All agreed with most of the small changes as presented with the exception of Policy 11, Section 5.

Ken suggested that with respect to Policy 11, Committees of the Board, perhaps minutes should be taken as the Governance of the LCMPPC Board of Directors should be consistent with the *Municipal Government Act* and FOIPOP Act. Presently, no written minutes are taken at the subcommittees of the board as it was the opinion of the Chair that as these subcommittees report directly to the LCMPPC Board of Directors

and minutes are taken at all regular board meetings, that should suffice. Ken cautioned about this and felt the Board should instruct its solicitor to review the proposed changes to Policy 11 and provide advice.

2017-35 MOVED BY Eric Hustvedt, SECONDED by David Mitchell that the Lunenburg County Multi-Purpose Centre Corporation Board of Directors approves the changes as presented in LCLC Doc. #17-027, Policies 10 through 16 as circulated pending solicitor review of Section 5 of Policy 11. Motion Carried.

Eric also noted that he had recently emailed out the Board Self-Evaluation to all board members and asked that the Self-Evaluation be completed and sent back to Eric to compile the results and create a summary for the next board meeting.

Discussions at FCM Meeting

CAO of MoDL, Kevin Malloy had requested that this be added to this month's agenda. Carolyn reported on Kevin's behalf.

Carolyn explained that Nustadia (Facility Management Company) was in attendance at the recent FCM (Federation of Canadian Municipalities) meeting. Both she and Kevin Malloy along with David Mitchell talked to Nustadia about possibly inviting them to a Board meeting to see what they could offer as a management group at the LCLC; if they had efficiencies they could share etc. The board members discussed this and noted that this had been mentioned at previous Board meetings. Carolyn commented that for the sake of the constituents, the Board should at least ask the question. Perhaps Nustadia could provide the LCLC with a proposal to see what they would offer for running the facility as well as what they would charge for their services?

Wayne Foster advised that he and Kevin would gather some more information for the next meeting, in particular about a previous meeting Nustadia had with the Lunenburg County Lifestyle Centre Society prior to the construction of the facility.

Carolyn would speak to Kevin Malloy and ask him to contact General Manager Kevin Benjamin to discuss Nustadia and this matter would be added to the July agenda.

Chair's Report

Wayne reported that he had today signed a request to both municipalities requesting the extra funds in the LCLC's operating budget to open up a new position – a marketing coordinator, as had been discussed at previous meetings.

NEXT MEETING

The next regular meeting is scheduled for:

Date: July 20, 2017
Time: 6:00 pm
Location: Meeting Room, LCLC

ADJOURNMENT

The June 22, 2017, meeting of the Board of Directors of Lunenburg County Multi-Purpose Centre Corporation adjourned at 7:00 pm.

Isobel Leslie, Recording Secretary

Wayne Foster, Chair