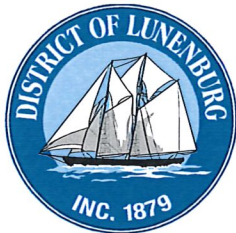


AGENDA
Lunenburg County Multi-Purpose Centre Corporation
Thursday, November 21, 2019 5:00 p.m.
Multi-Purpose Room, LCLC, Bridgewater

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
 - September 19, 2019 & October 30, 2019 (as circulated)
4. **BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS**
5. **CORRESPONDENCE**
 - 5.1 MODL Council Appointments to the LCMPPC Board.....1
6. **NEW BUSINESS**
 - 6.1 Budget Process re Timeline (Discussion purposes)
 - 6.2 LCLC Staff Christmas Party2 - 3
7. **INFORMATION / UPDATES**
 - 7.1 TRAK Energy Audit
 - 7.2 Capital Projects Update Verbal
 - 7.2 Financial Statements.....4 - 7
 - 7.3 Program Facility Update Verbal
8. **IN CAMERA**
 - 8.1 Contract Negotiations re Lumberjacks Proposal – Concession Services 5:00 p.m.
under Section 22(2)(e) of MGA
 - 8.2 Contract Negotiations re Lumberjacks Agreement under Section 22(2)(e) of MGA
 - 8.3 Contract Negotiations re Concession Operations under Section 22(2)(e) of MGA
 - 8.4 Contract Negotiations re Concert under Section 22(2)(e) of the MGA
 - 8.5 Personnel Matters re Restructuring Update under Section 22(2)(c) of the MGA
9. **NEXT MEETING – Thursday, December 19, 2019**
10. **ADJOURNMENT**



Municipality of the District of Lunenburg

MEMORANDUM

TO: Lunenburg County Multi-Purpose Centre Corporation Board
Chairman and Members

FROM: Tom MacEwan, Chief Administrative Officer

DATE: November 13, 2019

RE: **Council Appointment to the LCMPPC Board**

Please be advised that Municipal Council, in session on Tuesday, November 12, 2019, appointed Councillor Erroll Knicle to the LCMPPC Board for the period of November 2019 to November 2020 as Deputy Mayor Hustvedt's term has now expired. Please note, Councillor Michael Ernst has been re-appointed for a second term.

Tom MacEwan
Chief Administrative Officer

/trb

Sherry Conrad

From: Edward Pavao
Sent: November 15, 2019 1:40 PM
To: Sherry Conrad
Subject: FW: Staff notice for Christmas Dinner and Social

Importance: High

Please include as an agenda item – LCLC Staff Christmas Party

From: Josh Wamboldt <Josh.Wamboldt@lclc.ca>
Date: Thursday, November 7, 2019 at 4:32 PM
To: Edward Pavao <Edward.Pavao@lclc.ca>
Subject: Staff notice for Christmas Dinner and Social

Hi Ed,

I've spoke with the caterer and the hall and at this moment both are available but either can't hold their spots for very long. Tis the season for everyone booking their staff functions. I am worried that waiting until the board meeting will be too late.

Here are the preliminary details:

2019 LCLC Christmas Dinner and Social

Saturday, December 14th
Hebbville Fire Hall
Doors open at 6:30 pm
Meal served at 7:00 pm

Full turkey dinner with all the fixings and apple crisp or gingerbread for dessert. Staff may bring a guest with them (\$20 to cover the cost of their meal).

RSVP would be required by Thursday December 5th before 4 pm.

Invitation to be extended to the Board. Cost not covered and charged per person.

Gina's Gourmet Grub – Approx \$612.00
-Turkey Dinner for 34 @ \$15.50
-Dishes/Cutlery
-Punch
-Cups
-Tea/Coffee

Hebbville Fire Dept - \$200
-Includes the use of kitchen.

The main reason for offsite is the Kitchen!
Plus its nice to get away just once!

I will provide the sound system with light background holiday music.

December 14th is a good day from a facility scheduling perspective. There is only a Parkview boys high school game that evening. So what we did last year was close the pool at 6:00 pm. One staff member stayed onsite for the arena.

-We need to start blocking our schedule now.

-We need to advertise the aquatic closure to the public.

Looking for your feedback and input Ed,

Thanks,

Josh Wamboldt

IT Data Services Coordinator



Lunenburg County Multi-Purpose Centre Corporation
135 North Park St Bridgewater NS B4V 9B3
(902) 530-4103 Josh.Wamboldt@lclc.ca

Lunenburg County Lifestyle Centre
 Book King - Aged Receivables by Organization
 Debit Receivables
 All Organizations
 As At: October 17 2019
 Created: 2019-Oct-17

Client #	Organization Name	Receivable Type	Invoice	0 - 30	30 - 60	60 - 90	90 - 120	120+
44	Bridgewater Parks Recreation & Culture Dept.	Membership Invoice	5336					50.60
11624	Town of Bridgewater	Membership Invoice	5290					50.60
12170	Department of Community Services	Registration Invoice	6993				140.00	
12484	Private Swimming Lessons - L Hiltz	Registration Invoice	7414	240.00				
12217	Municipality of the District of Lunenburg	Registration Invoice	7379		95.00			
735	Apollo Hockey	Scheduling Invoice	3403					823.20
11346	Autism Nova Scotia South Shore Chapter	Scheduling Invoice	3783	43.13				
1609	Barracudas Swim Team	Scheduling Invoice	3707	373.75	25.88			
1609	Barracudas Swim Team	Scheduling Invoice	3843	431.25				
9	Bella Dental	Scheduling Invoice	3630	1,840.00	736.00			
4455	Bridgewater Co-Housing	Scheduling Invoice	3763	57.50				
11906	Bridgewater Junior High School	Scheduling Invoice	3433					201.25
44	Bridgewater Parks Recreation & Culture Dept.	Scheduling Invoice	3668	237.18				
44	Bridgewater Parks Recreation & Culture Dept.	Scheduling Invoice	3812	10,659.33				
44	Bridgewater Parks Recreation & Culture Dept.	Scheduling Invoice	3857	107.81				
44	Bridgewater Parks Recreation & Culture Dept.	Scheduling Invoice	3860	172.50				
8	Bridgewater Skating Club	Scheduling Invoice	3616		724.50			
8	Bridgewater Skating Club	Scheduling Invoice	3755	2,472.50	1,495.00			
8	Bridgewater Skating Club	Scheduling Invoice	3756	2,472.50				
50	Bryson Group Gentleman's Hockey	Scheduling Invoice	3690		276.00			
50	Bryson Group Gentleman's Hockey	Scheduling Invoice	3742	276.00	552.00			
50	Bryson Group Gentleman's Hockey	Scheduling Invoice	3743	552.00				
9768	Canadian Tai Chi Academy South Nova Branch	Scheduling Invoice	3246	57.50				
12594	Conciliation and Mediation Services	Scheduling Invoice	3907	11.50				
34	Edward Jones	Scheduling Invoice	3595	50.31				
1101	Elderfit	Scheduling Invoice	3752	747.50				
8361	Events Lunenburg County - Esso Cup	Scheduling Invoice	1448					400.98
12560	Major Bantam Lumberjacks	Scheduling Invoice	3688		632.50			
12425	TrailblazeHERs Project	Scheduling Invoice	3627	2,242.50				
12399	PVEC Girls Hockey	Scheduling Invoice	3846	215.63				
794	Lunenburg County YMCA	Scheduling Invoice	3881	34.50				
9140	Neck Tronics	Scheduling Invoice	3415					30.91
11905	Nova Scotia Community College	Scheduling Invoice	3432					241.50
10461	Nova Scotia Health Authority	Scheduling Invoice	3831	138.00				
12597	Nova Scotia Office of Immigration	Scheduling Invoice	3909	69.00				
56	OCR Wildcats	Scheduling Invoice	3696	782.01				
57	PDLR Blues	Scheduling Invoice	3699	260.67				
12507	Private Rental - Active Living	Scheduling Invoice	3802	57.50				
11231	Private Rental - Ice	Scheduling Invoice	3277					190.40
2449	Private Rental - Meeting Space	Scheduling Invoice	3765	17.25				
4818	PVEC Girls Hockey	Scheduling Invoice	3659	345.00				
4818	PVEC Girls Hockey	Scheduling Invoice	3862	862.50				
11941	Rotary Club of Bridgewater and District	Scheduling Invoice	3675	43.13				
55	Rusty Blades	Scheduling Invoice	3694	260.67				
55	Rusty Blades	Scheduling Invoice	3851	260.67				
4	South Shore Lumberjacks	Scheduling Invoice	3877	372.60				
4	South Shore Lumberjacks	Scheduling Invoice	3879	4,483.85				
7	South Shore Minor Hockey	Scheduling Invoice	3586	517.50				
7	South Shore Minor Hockey	Scheduling Invoice	3666	4,312.50	2,070.00			
6	South Shore Mustangs	Scheduling Invoice	3615	2,055.05	1,150.00			

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6 South Shore Mustangs	Scheduling Invoice	3815	2,415.00				
10532 South Shore Regional Centre for Education	Scheduling Invoice	3828	287.50				
11194 South Shore Regional Centre for Education	Scheduling Invoice	2951				138.00	276.00
11194 South Shore Regional Centre for Education	Scheduling Invoice	3894	138.00	138.00			
11194 South Shore Regional Centre for Education	Scheduling Invoice	3895	276.00				
35 St. John Ambulance Nova Scotia Council	Scheduling Invoice	3224	138.00	138.00			
35 St. John Ambulance Nova Scotia Council	Scheduling Invoice	3225	276.00				
3210 Vic's Skate Sharpening	Scheduling Invoice	3882	57.50				
547 Vinyasa Flow Yoga - Hachey	Scheduling Invoice	2810	161.00				
45 Woody's Hockey Group (WHG)	Scheduling Invoice	3837	172.50				
9777 Zumba with Schrader	Scheduling Invoice	3493	86.25				
Total Trade Receivables (Book King)			\$ 52,716.86				
			42,140.54	8,032.88	-	278.00	2,265.44

Lunenburg County Multi-Purpose Centre Corporation
Balance Sheet
As at September 30, 2019

	<u>Current Mth</u>	<u>Prior Mth</u>	<u>Year End Mar 2019</u>
Financial & Non-Financial Assets			
Current Assets			
Cash	353,583	194,713	312,925
Amounts Receivable & Accrued	64,084	44,186	141,789
Prepaid Expenses	41,540	55,809	9,315
Total Current Assets	<u>459,207</u>	<u>294,708</u>	<u>464,029</u>
Total Financial & Non-Financial Assets	<u>459,207</u>	<u>294,708</u>	<u>464,029</u>
Liabilities			
Current Liabilities			
Amounts Payable & Accrued	215,280	174,872	268,861
Due to (from) Reserves	49,611	49,611	49,611
Deferred Revenue	97,745	93,471	145,556
Total Liabilities	<u>362,636</u>	<u>317,954</u>	<u>464,028</u>
Accumulated Surplus			
Accumulated Surplus - beginning	1	1	1
Net Surplus (Deficit)	96,570	(23,247)	-
Total Accumulated Surplus	<u>96,571</u>	<u>(23,246)</u>	<u>1</u>
Total Liability and Accumulated Surplus	<u>459,207</u>	<u>294,708</u>	<u>464,029</u>

LCMPCC Operating

INCOME STATEMENT
for the Period Ending Period 6, 2020
September 30, 2019

	Current Period		YTD		2019-20 Annual		Variance Budget/Forecast
	Actual	Last Year	Actual	Prior	Budget	Forecast	
Municipal Operating Grants	\$ 167,421	\$ 120,000	\$ 587,421	\$ 580,000	\$ 840,000	\$ -	(840,000)
Arena	24,660	24,013	65,041	75,318	320,000	-	(320,000)
Aquatic Centre	20,906	23,099	122,679	110,786	212,185	-	(212,185)
Active Living, Room, and Equipment Rentals	2,511	2,883	52,025	59,369	87,000	-	(87,000)
Memberships	14,012	8,082	80,027	69,556	153,000	-	(153,000)
Library Rent	9,058	8,438	46,621	45,281	89,135	-	(89,135)
Concessions Rent	1,200	1,200	6,000	6,000	13,200	-	(13,200)
ATM and Vending	1,372	1,344	5,953	4,939	15,000	-	(15,000)
Advertising and Sponsorship	3,165	16,159	3,493	22,987	24,000	-	(24,000)
Miscellaneous	11,493	15,235	12,225	41,720	32,000	-	(32,000)
TOTAL REVENUE	255,798	220,454	981,486	1,016,456	1,785,520	-	(1,785,520)
Advertising and Promotion	330	10	4,183	4,017	15,000	-	15,000
Professional Fees	18,941	879	54,724	6,775	140,000	-	140,000
Bank, Interest, Credit Card and Other Fees	1,222	2,115	7,575	9,984	18,000	-	18,000
Concessions Expense	768	-	7,355	410	1,500	-	1,500
Facility Maintenance and Repairs	14,664	10,846	86,946	76,620	182,000	-	182,000
Housekeeping	1,682	690	9,834	9,452	20,000	-	20,000
IT Licensing, Fees and Support	1,812	1,733	13,804	14,030	40,400	-	40,400
Miscellaneous	0	196	168	725	2,000	-	2,000
Office	1,141	1,198	3,714	4,197	10,600	-	10,600
Pool Chemicals and Supplies	1,042	1,819	14,243	12,886	22,000	-	22,000
Programming	375	660	5,811	7,304	16,500	-	16,500
Staff Training and Courses	-	-	1,879	-	6,000	-	6,000
Telecommunications	641	741	3,996	4,447	10,000	-	10,000
Travel - Management Conferences	-	-	-	-	1,800	-	1,800
Uniforms	-	-	-	81	2,900	-	2,900
Utilities	44,774	41,564	187,452	188,591	410,000	-	410,000
Vending Expense	898	529	3,546	2,451	8,000	-	8,000
Wages and Benefits	67,691	66,899	489,432	495,329	905,695	-	905,695
TOTAL EXPENSE	155,981	129,879	894,661	837,299	1,812,395	-	1,812,395
SURPLUS (DEFICIT) BEFORE SPECIAL EVENTS	99,817	90,575	86,825	179,157	(26,875)	-	26,875
Special Events Revenue	-	-	104,756	16,611	86,875	-	(86,875)
Special Events Expense	-	-	92,008	1,111	60,000	-	60,000
SURPLUS (DEFICIT) FROM SPECIAL EVENTS	-	-	12,748	15,500	26,875	-	(26,875)
NET OPERATING SURPLUS (DEFICIT)	99,817	90,575	99,573	194,657	-	-	-
Transfer to Reserve	-	-	-	-	-	-	-
Capital Projects (Net of Capital Funds Rec'd)	(20,000)	-	3,003	-	-	-	-
MFC Debenture Interest	-	-	60,769	64,335	121,538	-	121,538
TOB Transfer from Special Purposes Tax	-	-	(60,769)	(64,335)	(121,538)	-	(121,538)
TOTAL NON-OPERATING EXPENSES	(20,000)	-	3,003	-	-	-	-
NET SURPLUS (DEFICIT)	\$ 119,817	\$ 90,575	\$ 96,570	\$ 194,657	\$ -	\$ -	\$ -