



## **AGENDA**

Lunenburg County Multi-Purpose Centre Corporation

June 19, 2025, 5:30 pm

Multi-Purpose Room, LCLC

- 1. Call to Order**
- 2. Information Sharing (Questions by board members and attending members of the public)**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
  - 4.1 May 2025 Minutes
- 5. Business Arising from Minutes & Unfinished Business**
  - 5.1 Strategic Planning Day
- 6. Correspondence**
- 7. Financials**
  - 7.1 Financial Statements
- 8. New Business**
  - 8.1 Ice Resurfacer Replacement
- 9. Information/Updates**
  - 9.1 General Manager's Monthly Report
- 10. In Camera**
  - 10.1 Contract Negotiations
  - 10.2 Personnel Related Discussion
- 11. Next Meeting – Thursday, July 17, 2025 5:30 p.m.**
- 12. Adjournment**

**Minutes of the Board Meeting of the  
Lunenburg County Multi-Purpose Centre Corporation (LCMPCC)**

Held in the Multi-Purpose Room, LCLC

Thursday May 22, 2025 at 5:30 pm

In Attendance

**Municipality of the District of Lunenburg**

Mayor Elspeth McLean-Wile

Deputy Mayor Chasidy Veinotte

Councillor Pam Hubley (Chair)

**Town of Bridgewater**

Mayor David Mitchell

Councillor Stacey Colwell

Councillor Eric Whynot

**LCLC**

Marta Selassie, Interim General Manager

**Staff Present**

Mark Flint, TOB CAO

Tom MacEwan, MODL CAO

John Feeney, Director of Finance, MJSB

Rosemary Erb, TOB CDD-Recreation Admin acting as recording secretary

- 1. Call to Order:** Meeting called to order by Chair Hubley at 5:30.
- 2. Information Sharing** (Questions by board members & attending members of the public): None
- 3. Approval of Agenda:**  
**Motion: To approve the agenda as distributed**  
Moved by Councillor Colwell, seconded by Mayor Mitchell.  
**Motion carried**
- 4. Acceptance of Minutes:** March 20, 2025  
  
Minutes from the March 20, 2025 meeting were accepted, with the addition of the name of the party seconding the motion under 6.4.
- 5. Business Arising from Minutes & Unfinished Business:** None
- 6. Correspondence:** None

## 7. Financials:

7.1 Aged Receivable: reviewed as reported. Marta would like to reformat the spreadsheet to show only what the board needs to see, as well as determine the policy on when we write things off. Discussion held and it was decided that it really is an operational document. Going forward, John will draft up a policy to have this managed internally and bring back recommendations to the board at the next meeting.

7.2 Year End Financial Statements: reviewed as reported. Statements, as distributed, will be submitted to the auditors soon and Marta feels these are a fair and accurate representation of the data.

**Motion: That the preliminary financial estimates as of March 31, 2025, be accepted for information purposes, with the understanding that the final results will be included in the Audited Financial Statements to be presented prior to the September Board Meeting.**

Motion made by Mayor McLean-Wile, seconded by Councillor Whynot.

**Motion carried**

## 8. New Business: None

## 9. Information/Updates

9.1 General Managers Monthly Report: The interim General Manager gave a verbal update based on the written report provided.

Discussion regarding the great value of the information on the breakout of % of members from different towns and how it can be used in the future. Marta will try to keep this information updated but currently it is a lot of manual search and input.

Back parking lot has been rented for motorcycle training for the summer; everything has been going well so far.

## 10. In Camera

10.1 Contract Negotiation – Renewal

10.2 Personnel Related Discussion

**Motion: To go in camera**

Motion made by Deputy Mayor Veinotte, seconded by Councillor Mayor Mitchell.

**Motion carried**

**11. Motion: To adjourn**

Motion made by Deputy Mayor Veinotte, seconded by Councillor Mayor Mitchell.

**Motion carried**

**Next Meeting:** June 19, 2025 at 5:30 p.m.

DRAFT



**Report to:** LCMPPC Board  
**Submitted by:** Interim General Manager, Marta Selassie  
**Date:** June 19, 2025  
**Re:** Ice Resurfacer Purchase

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## **Recommendation**

It is respectfully recommended that the LCMPPC Board authorize the General Manager to proceed with the purchase of a new ice resurfacer, in alignment with the approved capital budget. Staff will continue to pursue available rebate and incentive opportunities to offset the total project cost.

## **Background**

The current Olympia Ice Resurfacer at the LCLC has been experiencing ongoing mechanical issues and is increasingly unreliable. Over the past couple of years, the frequency and severity of breakdowns have escalated, resulting in costly repairs and operational disruptions. Compounding the issue are long delays in receiving replacement parts from the supplier, which further extend equipment downtime and negatively impact facility operations.

The ice resurfacer plays a critical role in arena operations, ensuring a safe and consistent ice surface for all users. Given the importance of this equipment, reliability is essential. The ongoing maintenance challenges and supply chain delays have reached a point where replacement is necessary to avoid further impact on ice rentals, and staff workload.

## **Discussion**

On May 24, the machine failed again and despite staff efforts and the installation of a rebuilt motor from our inventory, the resurfacer remained non-operational.

The primary mechanical issue is the failure of the horizontal auger motor on the conditioner with lack of power to operate as expected. A repair quote is currently pending but given the machine's age and history of recurring issues, future reliability remains a concern.



In response to the urgent situation, the Town of Lunenburg generously loaned the LCLC their propane-powered Olympia on short notice. We are currently using this machine to maintain our ice surface. However, this is only a temporary arrangement.

The LCLC recently became a member of the Canoe Procurement Group of Canada, which allows us to benefit from collective purchasing power. A detailed quotation for the supply, delivery and training for an ice resurfacer was obtained through the public procurement process using Canoe. Through Canoe, we obtained quotes from Zamboni, which holds a current contract under the program.

The lead time for delivery of a new unit is approximately 12 months. During this period, Zamboni has offered to provide a loaner machine at no cost. Like the machine on loan from the Town of Lunenburg, the loaner machine from Zamboni also runs on propane. For continued use of a propane machine, a secure propane storage cage must be installed outside the facility to allow for regular fuel delivery. Currently, staff are manually transporting propane cylinders in personal vehicles for refilling.

### **Budget Implications**

The approved 2025/26 capital budget includes an allocation of \$200,000 for the purchase of a new ice resurfacer. The LCLC has received \$150,000 in funding from the Department of Communities, Culture, Tourism and Heritage to support this purchase. The quoted cost for the new ice resurfacer from Zamboni is \$205,325. In addition to this, there will be a small fee for an electrician to install the charging unit compatible with this machine. Staff are currently exploring available rebate and incentive programs related to the purchase of an electric model, to help offset a portion of the total cost.

Although the current machine has not been reliable, new batteries were installed in 2022 at a cost of \$30,000. Staff will research the current market value of the machine and proceed with disposing of the surplus asset.

As the current ice resurfacer is electric, the LCLC's operating budget does not include allocations for fuel costs. Should the facility accept a loaner unit, there will be unbudgeted operating costs associated with its use. Alternatively, staff can continue to maintain and operate the existing electric unit until the new machine is delivered, understanding that repair costs may exceed the amount budgeted for this year.



## Options

1. Direct the General Manager to proceed with the purchase of a new ice resurfacer as quoted. Staff will continue to pursue applicable rebate and incentive programs to reduce the net cost of the electric model.
2. Opt not to proceed with the purchase and continue repairing existing machine. Delaying replacement may impact facility operations during the upcoming season.

## Summary

The purchase of a new ice resurfacer was approved in the 2025/26 capital budget. The quoted price is close to the budget, and rebate opportunities are currently being explored for an electric model. To ensure reliable ice maintenance, staff recommend proceeding with this purchase.



## June 2025 General Manager Report

### Capital Projects

#### **EV Car Chargers:**

Currently on hold.

#### **Roof Investigation:**

Investigative work is complete, Flynn will continue to repair leaks as needed.

#### **Galleria Tile Replacement:**

No updates at this time.

#### **Aquatic Tile Repairs:**

No updates at this time.

#### **Office and Galleria Furniture:**

New tables and chairs for the Galleria have been ordered along with new chairs for the meeting room.

#### **Accessibility Enhancements:**

In progress.

#### **Storage Solutions:**

Temporary storage has been provided to minor hockey.

#### **Aquatics Infrastructure:**

The UV unit for the play pool has been ordered with an anticipated installation this summer.

#### **Loss of Phase Protection:**

The installation of equipment was completed on May 30. We are currently awaiting digital commissioning, otherwise, the project is considered complete.

### General Operations and Maintenance

The facility remains very busy, with ongoing recruitment efforts underway. We are currently seeking to fill two operator positions and a few summer roles are still available.

The floor cover will remain in place for the remainder of this month for various events and rentals.

Staff are actively preparing for the outdoor pool opening by hiring personnel, ordering supplies, and updating processes to ensure smooth operations throughout the summer season.



## Memberships

Memberships				
Month	2023	2024	2025	Joint YMCA
June	1530	1939		362
July	1579	1928		361
August	1527	1948		372
September	1646	1928		369
October	1656	1896		361
November	1700	1839		352
December	1176	1827		300
January		1881	1875	303
February		2013	1813	345
March		1903	1842	371
April		1916	1843	383
May		1896	1874	403

## Programming

Staff successfully entered 519 programs into Connect 2 Rec in preparation for summer registration. Registration opened at the beginning of June and has kept Guest Services extremely busy.

## Events

In June the following events were hosted at the LCLC

- Healthy Family Fun Day
- Employment Works Job Fair
- Hockey Helps the Homeless 4-on-4 tournament

## Upcoming Events

Canada's Circus Spectacular – June 16<sup>th</sup> – Two Shows

Hosting SSRCE events – Regional Science Fair, Heritage Fair and Parkview Graduation

Movie Night in the arena



A meeting has been arranged with Rick Allwright from Mile East to obtain his insights on the strengths and challenges associated with hosting concerts, sporting events, and similar activities within the region. Rick has been engaged to support the planning and organization of the upcoming 55+ Games. We would like to take this opportunity to draw on his experience to better understand what types of events could be successful at the LCLC.

## Advertising

Advertising packages have been reviewed and updated to provide a clearer understanding of production and installation costs.

We continue to explore new advertising opportunities, including:

- Installing a monitor at Guest Services to run continuous advertisements, allowing arena and aquatic monitors to focus on schedule information.
- Vinyl advertising along the ramp and wrapped around columns.
- Riser advertisements on arena steps.
- Tabletop advertising on foyer tables.

We have begun meeting with potential investors to discuss naming rights opportunities for key areas within the facility.

Our fundraising efforts are focused on five main components:

- Arena
- Aquatic Centre
- Library
- Galleria
- Building

The original agreements are being used as a reference to help guide fair and reasonable discussions around naming rights.

We continue to sell advertising and promotional spaces within the facility, including static signage and digital ads. The Health Services Foundation has purchased advertising space in the Galleria. We are also in discussions with a few local businesses regarding advertising placements in the facility.

The potential for ad revenue within the facility is significant, and we anticipate continued growth in sponsorship activity moving forward.