



AGENDA

Lunenburg County Multi-Purpose Centre Corporation

July 24, 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
- 5. Business Arising from Minutes & Unfinished Business**
 - 5.1
- 6. Correspondence**
- 7. Financials**
 - 7.1
- 8. New Business**
 - 8.1 IT Upgrades
 - 8.2 Insurance Contract Award
- 9. Information/Updates**
- 10. In Camera**
 - 10.1 Contract Negotiations
- 11. Next Meeting – Thursday, September 18, 2025 5:30 p.m.**
- 12. Adjournment**



Report to: LCMPPC Board
Submitted by: Interim General Manager, Marta Selassie
Date: July 18, 2025
Re: Capital IT Upgrades

Recommendation

It is respectfully recommended that the LCMPPC Board authorizes the General Manager to proceed with the purchase of a new high-capacity firewall for twenty-seven thousand dollars (\$27,000) plus HST.

Background

With the growing number of users and the multiple devices each person brings into the facility (e.g., smartphones, tablets, watches), staff have observed significant degradation in network performance, especially during peak periods.

During the Lumberjacks' end-of-season games in 2023/2024, the network became severely overloaded, affecting both wired and wireless connectivity. The strain on the system brought our operations to a standstill. In order to maintain essential operations, we were forced to disable guest Wi-Fi access to allow point-of-sale systems at the concession and core LCLC operations through at Guest Services to function.

These issues clearly indicate that our current infrastructure is no longer adequate for the volume of users and devices we now support. A network upgrade, including a higher-capacity firewall, is needed to ensure uninterrupted service for both staff and patrons.

Discussion

The current Cisco Meraki firewall at the LCLC is recommended for spaces with up to 200 clients. During high-traffic events, the number of patrons and connected devices exceeds this threshold resulting in slower speeds and dropped connections.

The MJSB is providing oversight for the IT Upgrades project included in this year's capital budget. Quotes were solicited from qualified vendors to assess the existing network infrastructure at the facility and design a wireless network that provides adequate coverage, capacity and performance to meet current and future user demands.



On July 9th the IT consultant was on site to complete the assessment. It was identified that our current infrastructure is no longer adequate for the volume of users and devices we now support. A network upgrade, including a higher-capacity firewall, is needed to ensure uninterrupted service for both staff and patrons.

Budget Implications

The approved 2025/26 capital budget includes an allocation of \$59,000 for IT upgrades, with approximately \$5,000 designated for a network survey and \$40,000 for the purchase of a new high-capacity firewall.

There is an opportunity to purchase the recommended firewall at a sale price of \$27,000, significantly below the original budgeted amount. This presents a cost-effective solution that aligns with our infrastructure needs while generating savings within the allocated budget.

Options

1. Direct the General Manager to proceed with the purchase of a new high-capacity firewall.
2. Choose not to proceed with the purchase a new firewall.

Summary

An upgrade to a higher-capacity firewall is recommended to address increasing demand on the network and ensure reliable, secure connectivity. The current system is undersized for the number of users and devices connecting to the network, leading to performance issues. A suitable replacement has been identified, and a limited-time purchase opportunity is available at a reduced cost. This aligns with the approved 2025/26 capital budget and supports the ongoing IT infrastructure upgrade project.



Report to: LCMPPC Board
Submitted by: Interim General Manager, Marta Selassie
Date: July 22, 2025
Re: Award of Insurance RFP

Recommendation

It is respectfully recommended that the LCMPPC Board approve the award of the MJSB RFP 2024-004 Regional General Insurance and Insurance Brokerage Services to BFL Canada effective August 1, 2025.

Background

In December 2024, the LCLC participated in a joint Request for Proposals (RFP) for the provision of general insurance services, led by the MJSB. The last RFP for these services was issued by the MJSB in 2018. A decision was made to return to the market to ensure competitive pricing and continued value for coverage. The RFP invited proposals for a range of general insurance coverage, including property, liability, and other related policies.

The process was conducted in accordance with procurement guidelines, and multiple submissions were received for evaluation.

Discussion

Although the RFP was conducted as a joint process, each participating unit will award independently based on their specific needs and evaluation of the proposals received.

To support the evaluation process and review of coverage, pricing, and risk, an independent insurance specialist was contracted to provide guidance and technical expertise. This specialist assisted in the comparative analysis of each proposals.

A total of three qualified bids were submitted by the advertised closing on January 30, 2025 and were reviewed for both pricing and scope of coverage.



Budget Implications

A summary of the responses received is shown in the table below.

BFL Canada	\$98,348
Marsh Canada Limited	\$147,171
Arthur J. Gallagher Canada	\$99,233

All three proposals offered comparable coverage, with no significant differences in policy terms or limits.

The current general insurance policy for the LCLC carries an annual premium of \$105,133 and does not expire until October 13, 2025. However, there would be no fees or penalties associated with early termination should the LCLC choose to proceed with the new rate offered by BFL.

Selecting the BFL proposal would result in a cost-effective option with no disruption to coverage and can be accommodated within the existing insurance budget.

Options

1. Terminate the existing policy early and renew at the new rate with BFL
This option would allow the LCLC to benefit from a lower premium immediately. There are no fees or penalties for early termination, and coverage would continue seamlessly under the new policy terms.
2. Maintain the current policy until its expiry on October 13, 2025
Under this option, the LCLC would continue with the current insurance provider and premium of \$105,133 until the policy expires. The new rate could be considered at renewal time in October.