

**MINUTES**  
**LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)**  
**Thursday April 28, 2016**

Minutes of a meeting of the Lunenburg County Multi-Purpose Centre Corporation held in the Meeting Room at the Lunenburg County Lifestyle Centre, 135 North Park Street, Bridgewater, Nova Scotia. Meeting called to order at 6:04 pm on April 28, 2016.

Chair: Andrew Tanner

Attending: Bill McInnis, Carolyn Boliver-Getson, Malcolm Pitman, Eric Hustvedt, Wayne Foster and John Vissers

Regrets: Heather Fralic

Also in Attendance (Non-Voting Reps) Kevin Malloy, CAO, Municipality of the District of Lunenburg (MoDL)

Absent (Non-Voting Reps): Ken Smith, CAO, Town of Bridgewater (Town)

Also in Attendance (Resource): Kevin Benjamin, General Manager, LCLC  
Vicky Grace, Accountant

Recording Secretary (Resource): Isobel Leslie

**ADDITIONS/DELETIONS TO THE AGENDA**

2016-15 MOVED BY John Vissers, SECONDED BY Malcolm Pitman, that the Agenda of the Lunenburg County Multi-Purpose Centre Corporation of April 28, 2016, be approved as circulated. Motion Carried.

**MINUTES**

2016-16 MOVED BY Eric Hustvedt, SECONDED BY John Vissers, that the Minutes of the Lunenburg County Multi-Purpose Centre Corporation of March 2, 2016, be approved as circulated. Motion Carried.

**BUSINESS ARISING AND UNFINISHED BUSINESS**

**Request for Decision/Direction**

Finance Committee Update

LCLC Doc. #16-006 Income Statement ending February 29, 2016 and Doc. #16-007 Income Statement ending March 31, 2016, were circulated to the Board members for review and comment. John reported

on the statements on behalf of the Finance Sub-Committee. He noted that there were no surprises and these statements indicate that the LCLC is on target with projections.

LCLC Doc. #16-010, 2015-2016 Capital Budget showed the capital items broken down by price and showing the areas of funding. Both the Town and the Municipality shared the costs for the capital items but a grant from ACOA was also applied for and received, substantially reducing the costs to both municipal units.

Kevin Malloy noted that MoDL was already putting in place from this year forward, a \$50,000 line item in their municipal budget for capital depreciation/replacement program for the LCLC so MoDL will have the finances in place should the need arise.

2016-17            MOVED BY John Vissers, SECONDED BY Bill McInnis, that the Lunenburg County Multi-Purpose Centre Corporation accepts LCLC Doc. #16-006, *Income Statement ending February 29, 2016* and LCLC Doc. #16-007, *Income Statement ending March 31, 2016* as presented. Motion Carried.

#### Library Lease Update

LCLC Doc #15-033A, Tri-Party Library Lease was once again discussed. The updated Library Lease had been executed by both the South Shore Library Board and Council of the Town of Bridgewater. The LCMPPC Board of Directors were the last to sign. This document dates back to December 1, 2013 and would be in place for a 10 year period.

2016-18            MOVED BY Wayne Foster, SECONDED by Malcolm Pitman, that the Board of Directors of the Lunenburg County Multi-Purpose Centre Corporation accepts LCLC #Doc. 15-033A, Tri-Party Lease Agreement between the Town of Bridgewater, South Shore Regional Library Board and the Lunenburg County Multi-Purpose Centre Corporation, and directs Andrew Tanner, Chair of the Lunenburg County Multi-Purpose Centre Corporation, and Kevin Benjamin, General Manager of the Lunenburg County Lifestyle Centre, to execute the original lease document on the Board's behalf. This lease would be in place from December 1, 2013 to November 30, 2023. Motion Carried.

#### Municipal Joint Services Board (MJSB) IT Shared Services

Kevin reported that he and staff had met with David and Siew from the MJSB to garner a better picture of what the fees for services would be and exactly what the benefit would be to the LCLC if it were to join the MJSB Shared Services for IT. The Board members discussed shared services and agreed that a secure system was necessary. Kevin explained that he and staff were putting together a package on what the LCLC requires costing on and will report back once he has the pricing from MJSB in writing.

#### External Directional Signs

The LCMPPC Board of Directors discussed the need for directional signage, or to be more specific, better directional signage as there were already some signs throughout the town. A sample of the current signs

was shown to the Board of Directors and it was agreed that the signs were not noticeable enough from the roadways.

As well, the main external sign at the front of the building was discussed. This was the original sign placed by the architects when the building was being constructed. Kevin Benjamin noted that it was time for that sign to come down as it was now completely outdated. However, to replace that sign with a proper external sign was a capital item which was vetoed by the two municipal units this fiscal year.

Kevin would review and come back with some options around directional signage as well as an external sign.

Recommendation from MoDL: Consultant to review and make recommendations for improvement to operations

The Board was informed that at the Council meeting at MoDL, it had been suggested that the LCMPPC Board of Directors should consider hiring a Recreation Management Group such as Nustadia to come into the LCLC to offer insight as to how and if the LCLC could be run more efficiently.

It was noted that Nustadia had made a presentation years ago to the Board of Directors of the LCMPPC regarding running the LCLC. At that early meeting (October 13, 2010), Nustadia advised that their annual management fee was over \$100,000 at similar facilities. Then they would hire staff to run the facility. In return, through their head offices in Ontario, the LCLC would have the expertise and benefits of the management company, such as uniform policies, central accounting system, etc.

After the presentation in 2010, LCMPPC Board decided unanimously not to go with a management company as the costs seemed to be very high with no guarantees. As well, the Board would have less input on the running of the facility. Now that the LCLC has been open for a few years, benchmarks have been set and targets have been set.

The board members discussed two Nova Scotia facilities that utilized the services of Nustadia; both entities different than the LCLC. Pictou Wellness Centre and BMO Centre (Fourplex - arenas) were both run by Nustadia and both have deficits.

Pictou, the most comparable to the LCLC, has a fitness centre, two ice sheets, full conference centre and a gym. In Pictou, Nustadia has a significant management fee, hires a General Manager, a Special Events Manager and four or five operators. The other half of the Centre (Aquatics, Gym etc.) is separately run by the YMCA and they in turn pay rent to the Wellness Centre. The deficit is substantial.

2016-19            MOVED BY Carolyn Bolivar-Getson, SECONDED BY Bill McInnis, that the Lunenburg County Multi-Purpose Centre Corporation invite Recreation Management Group Nustadia to attend at the next board meeting to make a presentation regarding what they have to offer, any enhanced services and cost savings to the Board.

For: Carolyn Bolivar-Getson, Bill McInnis, Eric Hustvedt

Against: Malcolm Pitman, John Vissers, Wayne Foster and Andrew Tanner

Motion Defeated

### Car Charging Stations

The location and number of car charging stations at the LCLC was discussed. Kevin explained that he would like to cap a few of the car charging stations nearest to the entrance of the LCLC and simply mark them as accessible parking spots and perhaps adding signs at each spot to mark both accessible parking spots and car charging stations.

In the future, when the need was greater for car charging stations, the stations could be opened back up.

The board directed Kevin to go ahead with his plans to cap a few stations and open up some accessible parking spots.

### **Information/Updates**

#### General Manager Update

LCLC Doc. #16-011 General Manager written update, along with LCLC Doc #16-008 and Doc #16-009, Dalhousie Marketing Projects, were circulated to the board for review and comments. Kevin commented on how good the students' presentations were; both different but both provided useful information which staff would utilize going forward.

The remainder of the written update was a summary of concerts both past and upcoming, spring programming, summer programming and membership numbers. There were no recent concerns and nothing notable to report.

#### Governance Committee Update

Malcolm advised that the Governance Subcommittee had recently met and discussed the Municipal Alcohol Policy (MAP). A delegation from the MAP project met with the Subcommittee to once again review the requirements of a policy. Essentially, a policy would be about responsible service and marketing. It was noted that Truro had recently drafted a policy as well. The Governance Subcommittee would review and begin a draft policy and bring it back to the Board.

#### Fundraising

In an April 19, 2010, Memorandum of Understanding (MOU) between the two municipal units, it was stated that any shortage of capital funds required to build the LCLC, would be carried by the municipal units "until such time as the funds are raised by community fundraising". The Board members discussed revisiting the MOU as it was executed prior to the construction of the LCLC. With this MOU still in place, the LCLC could not retain funds operationally; instead any funds raised would be diverted back to the municipal units until such time as the outstanding capital funds were raised. This influenced any present and future fundraising for the fully operational LCLC.

A follow up conversation needed to take place among the CAOs of the municipal units and the General Manager to understand the best approach to take back to councils.

## Chair's Report

### *YMCA Next Step*

Andrew reported that the YMCA Board was serious about creating a fitness facility here. It was agreed that a joint committee should be formed to make that happen. It was suggested that a Strategic Planning Session should be convened regarding a partnership with the YMCA, and a business plan would need to be drafted. This would take time and money.

### *Michelin*

Andrew advised that his initial meeting with Lisa Hayes from Michelin was postponed but he should be meeting in late May or early June of this year.

## **NEXT REGULAR MEETING**

The next regular meeting of the LCMPPCC is scheduled for:

Date: May 19, 2016  
Time: 6:00 pm  
Location: Meeting Room, LCLC

## **ADJOURNMENT**

By consensus, the April 28, 2016 Meeting of the Board of Directors of Lunenburg County Multi-Purpose Centre Corporation was adjourned at 7:10 p.m.

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Isobel Leslie, Recording Secretary

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Andrew Tanner, Chair