

MINUTES
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)
Thursday March 2, 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 6:00 pm on March 2, 2017.

Chair: Andrew Tanner / Wayne Foster

Attending: John Vissers, Carolyn Bolivar-Getson, Eric Hustvedt, Heather Fralic and Andy Selig (until 7:30 pm)

Regrets: David Mitchell

Also in Attendance (Non-Voting Reps): Ken Smith, CAO, Town of Bridgewater (Town)
Kevin Malloy, CAO, Municipality of the District of Lunenburg (MoDL)

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

Recording Secretary (Resource): Isobel Leslie

ADDITIONS/DELETIONS TO THE AGENDA

- Under Request for Decision / Direction **ADD**
 - Letter from the South Shore Lumberjacks to both councils

2017-05 MOVED BY John Vissers, SECONDED BY Carolyn Bolivar-Getson that the Agenda of the Lunenburg County Multi-Purpose Centre Corporation of March 2, 2017, be approved as amended. Motion Carried.

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2017-06 MOVED BY Eric Hustvedt, SECONDED BY Heather Fralic, that the Minutes of the Lunenburg County Multi-Purpose Centre Corporation of January 19, 2017, be approved as circulated. Motion Carried.

BUSINESS ARISING AND UNFINISHED BUSINESS

Request for Decision/Direction

Chair Nomination and Election

Andrew Tanner advised that he felt that it was time to step down as Board Chair and asked that General Manager Kevin Benjamin take over the meeting to call for nominations for Chair.

2017-07 MOVED BY John Vissers, SECONDED BY Andrew Tanner, that the Lunenburg County Multi-Purpose Centre Corporation appoints Wayne Foster as Chair of the Corporation Board. Motion Carried.

As Wayne Foster originally held the position of Vice-Chair, a Nomination and Election for Vice-Chair would also be needed.

2017-08 MOVED BY John Vissers, SECONDED BY Andrew Tanner, that the Lunenburg County Multi-Purpose Centre Corporation appoints Heather Fralic as Vice-Chair of the Corporation Board. Motion Carried.

With the new appointments being made and motions approved, Wayne Foster took over as Chair of the Lunenburg County Multi-Purpose Centre Corporation.

2017-09 MOVED BY Carolyn Bolivar Getson, SECONDED BY Eric Hustvedt, that the Lunenburg County Multi-Purpose Centre Corporation move to an In Camera format pursuant to Section 22 (2) (c) of the *Municipal Government Act* to discuss a personnel matter. Motion Carried.

At 6:10 pm, the Lunenburg County Multi-Purpose Centre Corporation moved to an In Camera format.



At 6:17 pm, the Lunenburg County Multi-Purpose Centre Corporation moved out of Camera to a regular meeting format.

Income Statement for January, 2017

John reported on LCLC Doc. #17-007, Income Statement for the period ending in January 2017. All was in order but there was a question about the variance in the membership numbers reported from last month to this. Kevin explained that the software program did not adjust for deferred revenue so the deferred line would need to be adjusted with the year-end audit.

It was noted that in accordance with the Memorandum of Understanding between the two municipal units executed in November of 2009, the Board had a duty to report any deficit to the municipal units, asking them to cover the unforeseen shortfall. With respect to the Municipality of the District of Lunenburg, this would go to the Audit and Finance Committee first.

2017-10 MOVED BY John Vissers, SECONDED BY Andrew Tanner, that the Lunenburg County Multi-Purpose Centre Corporation bring the Income Statement ending

January 31, 2017 to both municipal units and request the approval of the forecasted deficit by both councils. Motion Carried.

Operating Estimates 2017-2018

LCLC Doc #17-010 Operating Estimates for 2017-2018 fiscal year was circulated and discussed. Kevin advised that he felt that he could deliver on this operating budget, that it was a reasonable projection of the year ahead. Of note was the raise of meeting room and party room hourly pricing from \$10 to \$15 and the multi-purpose room from \$20 to \$25. Also, across the board, all ice rental prices went up \$2 per hour.

Various discussion ensued around:

- The possible addition of a marketing person and work on strategic plan to improve the deficit and get more concerts, events in the LCLC. Of course, this would effect expenses but may pay for itself in the end.
- It was noted that a lot of the expense are service contracts for Arena, HVAC, etc.
- Are the summer camps a loss in revenue – not with the change in ratios and utilizing trained staff and supplies from last summer.
- Is it time to conduct a review of the building operations and its effectiveness?
- As well, is it time to conduct a review of management operations?

The budget needed a few tweaks which Kevin would complete and he and John would review prior to circulating to the councils.

2017-11 MOVED BY Heather Fralic, SECONDED BY John Vissers, that the Lunenburg County Multi-Purpose Centre Corporation approves the 2017/2018 Lunenburg County Lifestyle Centre Operating Budget as recommended by the Finance Subcommittee and that this budget be presented to both municipal councils of the Town of Bridgewater and the Municipality of the District of Lunenburg.

For: John Vissers, Carolyn Bolivar-Getson, Eric Hustvedt, Heather Fralic; Against:
Andrew Tanner

Motion Carried.

Design Concept – Sports Hall of Fame

LCLC Doc #17-008, Lunenburg County Sports Wall of Fame concept design was circulated to the Board of Directors for review. The Wall of Fame group was working with Mattatall Signs, the company that designed the present LCLC signage. The proposed design was slated for the east arena wall and the group wanted to make certain that they were on the right track with the Board before they went further with the design. All agreed that it was a good concept. The proposed inaugural event for the Sports Wall (Hall) of Fame was scheduled to take place in the galleria in the LCLC.

Capital Budget Process – Letter to Municipal Units

Ken Smith advised that the letter that had been received by the municipal units with respect to changing the capital budget process, did not include a motion. He noted that action was much clearer when a motion was brought by the Board.

There was a general agreement by both councils to change their practice with the capital budget and rather than dictate which items the LCLC was allowed to purchase, they would just come up with a final figure they would allow and let the Board and General Manager make that decision. The Board and Councils would task the Finance Subcommittee to come up with a better way to present the capital items/figures next year and certainly before the next budget deadline.

Letter from the Lumberjacks to municipal units.

Carolyn reported that the South Shore Lumberjacks had sent a letter to both municipal units asking them to step in as owners of the LCLC and ask that the LCLC give full control of the advertising wall space in the arena. They felt that they were in direct competition with the LCLC. In actuality, the GM reported that there are only 3 or 4 ads that the LCLC sold that were NOT part of the capital campaign. It was agreed that the municipalities cannot make any decision on how to run the LCLC; the governing body of the LCMPPC Board of Directors has to do this.

Both municipal units would respond to the Lumberjacks that they would be forwarding this issue to the LCMPPC Board of Directors for their input/decisions.

Information/Updates

YMCA Working Group

With nothing to be discussed at this juncture as the YMCA was not able to move forward, Wayne reported that both the LCMPPC and the YMCA Board of Directors had made a decision to place a hiatus on the working group for the time being.

General Manager Update

LCLC Doc. #17-009, General Manager's written update, was circulated to the board for information and discussion.

Of note:

- Winter Storm – recent extended power outage. When the LCLC loses power, they have a 48 hour window before the arena is affected. On the plus side, the LCLC is high on Nova Scotia Power's priority list.
- Roots & Boots Tour – there are approximately 700 tickets presently sold for this show. This is a rental. To be noted is that Moncton is a sell out but the East Coast Music Productions will lose money on Pictou and LCLC.
- March Break tournament next week – 43 games in 5 days in the facility.
- March Break camp selling well – almost full.

- April 6 - NHL LEGENDS GAME – chairman of the Kiwanis is going to partner with the LCLC therefore mitigating 50% of the risk. Tickets on sale Tuesdays – will advertise through local radio and on website/twitter and Facebook. A contest will also be held between the minor hockey teams to see who sells the most tickets.
- Hockey Nova Scotia Day of Champions weekend from April 7 – 9th. They will be streaming live from the LCLC.
- April 15 and 16, the LCLC is host to the Nineveh Gospel Hall – two day conference.
- May 27 – Army Cadet Corp – annual parade to be held in the arena.

Next Meeting date

Next week was March Break and several people had other commitments. It was discussed and decided that the LCMPPC would move its next board meeting one week ahead to March 23, 2017.

Chair's Report

Noting further to report at this time.

NEXT MEETING

The next regular meeting is scheduled for:

Date: March 23, 2017
Time: 6:00 pm
Location: Multi-Purpose Room, LCLC

ADJOURNMENT

The March 2, 2017, meeting of the Board of Directors of Lunenburg County Multi-Purpose Centre Corporation adjourned at 8:27 pm.

Isobel Leslie, Recording Secretary

Andrew Tanner, Chair

Wayne Foster, Newly Elected Chair