

Minutes of a Board meeting of the  
**LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION**  
Held at MODL Council Chambers, 210 Aberdeen Road, Bridgewater  
**Thursday, October 25, 2018 – 6:00 p.m.**

Attendance: Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson

Councillor Eric Hustvedt

Councillor Michael Ernst

Kevin Malloy, CAO

Trudy Payne, Acting Deputy CAO

Sherry Conrad, Municipal Clerk

Town of Bridgewater

Mayor David Mitchell

Deputy Mayor Andrew Tanner

Councillor Bill McInnis

Richard McLellan, CAO

**1. CALL TO ORDER**

Richard McLellan called the meeting to order at 6:00 p.m.

**2. ELECTION OF OFFICERS**

**2.1 Position of Chair**

Mr. McLellan called for nominations, by ballot, for the position of Chair. Those nominated were: Mayor Bolivar-Getson, Deputy Mayor Tanner and Councillor McInnis. Deputy Mayor Tanner and Councillor McInnis declined their nominations. Mayor Bolivar-Getson was declared Chair.

**2.2 Position of Vice Chair**

Mayor Bolivar-Getson took the Chair and called for nominations, by ballot, for the position of Vice Chair. Those nominated were: Mayor Mitchell, Deputy Mayor Tanner and Councillor Hustvedt. Deputy Mayor Tanner and Councillor Hustvedt declined their nominations. Mayor Mitchell was declared Vice Chair.

**2018-44 Moved by Councillor Hustvedt, seconded by Deputy Mayor Tanner that the ballots be destroyed. Motion carried.**

**3. APPROVAL OF AGENDA**

**2018-45 Moved by Deputy Mayor Tanner, seconded by Mayor Mitchell that the agenda be approved as circulated. Carried.**

#### 4. APPROVAL OF MINUTES

**2018-46** Moved by Mayor Mitchell, seconded by Councillor Hustvedt that the Minutes of the September 20, 2018 Lunenburg County Multi-purpose Centre Corporation Board meeting be approved as circulated. Motion carried.

**2018-47** Moved by Councillor Hustvedt, seconded by Deputy Mayor Tanner that the Minutes of the October 3, 2018 Special Lunenburg County Multi-purpose Centre Corporation Board meeting be approved as circulated. Motion carried.

#### 5. BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS – Nil

#### 6. PRESENTATIONS

##### 6.1 Joel Holland, 902 Athletics re Proposal for Membership Options

Joel Holland, owner and operator of 902 Athletics, made a presentation to the Board with regard to a proposed partnership between 902 Athletics and the Lunenburg County Lifestyle Centre (LCLC). At present, the proposal is to offer \$10.00 off his gym membership price to individuals that have a LCLC membership. ~~The same offer could be made to the members of the LCLC.~~ **In turn, LCLC could offer \$10.00 off their membership to individuals that have memberships at 902 Athletics.** (amended Nov. 15/18)

Mr. Holland outlined the size and layout of his facility, the programs offered (e.g. Crossfit for adults and kids, personal training sessions, B-fit boot camp, mental health, mobility, etc.) and the size of their membership. He emphasized that they are a community- oriented gym with coaching. He noted that his plan is to expand his facility in April and offer a full open-gym membership and a small space upstairs. He spoke to a partnership with the LCLC wherein his company and the LCLC would benefit. He does not have an aquatic centre and the LCLC does not have a gym. He noted that there is a path that goes from the back of his facility to the back door of the LCLC. If this area was fixed up so it would be a nice pathway between the two facilities, people may take advantage of the discounted membership. He noted that Crossfit is implementing more swimming and they want to do more events with the tri-athletics which would include using the LCLC pool.

A discussion was held with regard to a partnership, and it was noted that certain types of partnerships would need to go through a procurement process, however, a discounted membership would not.

It was noted that a lot of great ideas have been presented for partnerships, however, before any partnerships are built, public engagement sessions should undertaken to determine what the community wants for services. It was noted that one of the activities that has been brought forward a number of times from the public was a rock-climbing

wall. Mr. Holland noted that he was approached by an individual with regard to putting a rock-climbing wall in his facility.

Mr. Holland offered to give the Board of tour of his facility. It was agreed that Ms. Payne would contact Mr. Holland to make arrangements for Board members to have a tour of the 902 Athletics facility.

## **7. COMMITTEES re NEW STRUCTURE**

Mr. McLellan noted that with the changes to the Board, appointments need to be made to the Finance, Governance, HR and Fundraising committees. He explained that staff is recommending that, for the interim period, the Board take on these duties as part of the regular Board agenda.

**2018-48 Moved by Deputy Mayor Tanner, seconded by Councillor Hustvedt that the Board appoint the full complement of the Board to all interim committees; and, that the committee agendas be included in the regular monthly Board meeting agenda. Motion carried.**

**2018-49 Moved by Councillor Ernst, seconded by Mayor Mitchell that the signing officers for the Board remain the same, being Councillor Bill McInnis and Trudy Payne. Motion carried.**

## **8. NEW BUSINESS**

### **8.1 Operating Agreement**

Mr. McLellan reviewed his report noting that the Councils had approved motions directing the Board to work on revisions to the Operating Agreement. He circulated a copy of HRM's Multi-District Facility Management Agreement and Financial Impact document that can be used as guidance in moving forward.

Mr. Malloy noted that there are transition issues that need to be addressed. The following issues were put forth:

- Committee Structure
- Finalize Board Membership
- Operating Agreement
- Organizational Structure
- Marketing Strategy
- Mandate (Recreation Services / Economic Development)
- Salary Structure
- Recreation Program Integration
- Public Engagement
- Understanding the Demographics
- Define Economic Sustainability (financial goals)
- Update Board Governance

- Measurable Goals
- Broader Recreation Plan (partnerships)
- Risks (Aquatics Centre)
- Meeting Calendar
- Membership Strategy

A discussion was held on a number of the issues presented.

**2018-50 Moved by Councillor Hustvedt, seconded by Mayor Mitchell that the Board direct staff to prepare a proposed public engagement strategy respecting community vision for the LCLC for the consideration of the Board. Motion carried.**

Mr. Malloy advised that staff would come back with a detailed plan and a timeframe for a public engagement strategy for the next meeting.

## 8.2 Capital Item re Accessible Access – Automatic Door Opener

Ms. Payne advised that an application was submitted to the Provincial government for funding to make the LCLC more accessible (a ramp to the stage to make the stage accessible, automatic door openers on the doors going into the arena, etc.). She explained that there has been no indication when the funding will be approved. A number of requests have been received to have the doors going into the arena area made accessible for people in wheelchairs.

It was noted that the cost to set up one door with an automatic door opener would be between \$2,500 and \$5,000, depending on the door.

**2018-51 Moved by Councillor McInnis, seconded by Deputy Mayor Tanner that the Board authorize staff to proceed with the installation of an automatic door opener on one of the doors going into the arena as soon as possible. Motion carried.**

## 9. INFORMATION / UPDATES

### 9.1 Director of Recreation Services Update

Ms. Payne reviewed her Report dated October 25, 2018 (circulated with the agenda) which updated the Board on the management of the LCLC since the notification of the change in management structure, events held and booked, the accessibility grant application, the Canadian Tire Para Hockey Cup 2020, partnerships, memberships, and the items that she plans on addressing in the near future.

A discussion was held on the go forward plan.

Ms. Payne noted that she has been approached by the Town of Bridgewater to see if the District of Lunenburg would be interested in partnering on a float for the Christmas parade. The theme could be promoting the LCLC. An ad-hoc committee will be created and she will be asking for some representation from LCLC staff on the committee. It was noted that free swim and skating passes could be given out at the parade.

With regard to Christmas, it was asked if a real Christmas tree could be put up in the LCLC this year. It was noted that a sign could be put up advising that "This is a real Christmas Tree" so those that have allergies are aware.

## 9.2 Financial Statements – Period 6

Ms. Payne reviewed the financial report that was circulated with the agenda and answered questions posed by Board members. She explained that the membership amount is spread out over the year, as instructed by the Auditor.

With regard to the Staff Training and Courses budget, she noted that she will be encouraging professional development for staff. She advised that she will be looking at creating a strategy for the recruitment and retention for aquatic instructors.

A discussion was held with regard to the utilization of the pool and creating a plan that looks at a more regional type position. Ms. Payne advised that she will be bringing this item up at the Lunenburg/Queens Recreation Directors meeting.

**2018-52      Moved by Councillor McInnis, seconded by Councillor Hustvedt that the Board approve the Period 6 Financial Statements dated September 30, 2018. Motion carried.**

## 9.3 Membership Update

Ms. Payne reviewed the Membership Update which was circulated at the meeting. The update outlined the memberships that were sold during their latest promotion. They sold 262 annual memberships over 33 days and 109 were new members. She noted that staff plan on doing a Christmas promotion.

Councillor Ernst offered to do a breakdown of membership by community once the figures are in at end of the year (December 31<sup>st</sup>).

## 9.4 Event Calendars

Circulated with the agenda, for information, were copies of events booked in for the arena, aquatic centre, and meeting spaces for the period from October 23 to November 30, 2018.

## 10. IN CAMERA

**2018-53** At 7:44 p.m., it was moved by Councillor Hustvedt, seconded by Councillor Ernst that the Board go In Camera to receive a Transition Update under Section 22(2)(c) of the *Municipal Government Act*. Motion carried.

LCMPCC Board In Camera in session.

**2018-54** At 7:53 p.m., it was moved by Councillor Hustvedt, seconded by Mayor Mitchell that the Board come out of In Camera and return to open session. Motion carried.

LCMPCC Board in session.

## **11. NEXT MEETING**

The next meeting of the LCMPCC Board will be held on November 15, 2018 at 6:00 p.m.

There being no further business at 7:55 p.m., it was moved by Mayor Mitchell, seconded by Councillor McInnis that the meeting adjourn. Motion carried.