

Minutes of a Board Meeting of the
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION
Held in the Meeting Room, LCLC, 135 North Park Street, Bridgewater
Thursday, June 20, 2019 – 5:00 p.m.

Attendance: Municipality of the District of Lunenburg
Mayor Carolyn Bolivar-Getson, Chair
Councillor Eric Hustvedt
Councillor Michael Ernst
Kevin Malloy, CAO
Trudy Payne, Director of Recreation Services
Sherry Conrad, Municipal Clerk

Town of Bridgewater
Mayor David Mitchell, Vice Chair
Deputy Mayor Andrew Tanner
Councillor Bill McInnis
Tammy Crowder, CAO

1. CALL TO ORDER

Mayor Bolivar-Getson called the meeting to order at 5:00 p.m.

2. APPROVAL OF AGENDA

2019-42 Moved by Deputy Mayor Tanner, seconded by Mayor Mitchell that the agenda be approved with the addition of agenda item “Sponsor Expert”. Motion carried.

3. APPROVAL OF MINUTES

Clarification was noted that on page 2, under the heading ‘Western Woodlot Services Cooperative’, that the Board was not interested in having a study done for wood heat conversion at the LCLC at this time because an energy audit was scheduled to be carried out not a financial audit.

2019-43 Moved by Councillor McInnis, seconded by Mayor Mitchell that the Minutes of the May 16, 2019 LCMPPC Board meeting be approved with an amendment to page 2, line 7 by replacing the word “financial” between the words “an” and “audit” with the word “energy”. Carried.

4. BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS

4.1 Pool Privacy Glass (Deputy Mayor Tanner)

Ms. Payne reported that she received a quote to have the frost strips 36 ft x 100 ft put along the pool glass facing the gallery to address the privacy issue. The quote received was \$1,750 plus HST. She noted that she would like to look at further options to

address the privacy issue as frosted strips is a permanent solution; and, should the LCLC host a provincial event or the 55 Senior Games, spectators would not be able to see into the pool area. She advised that there are retractable blinds that can be purchased that go half-way up from the floor and half-way down from the ceiling. This would allow flexibility.

A discussion was held, and it was noted that the frosted strips can be removed if a provincial or special event is planned. The cost to replace the strips could be factored into the cost of the rental of the pool for the event.

Ms. Payne noted that birds have been hitting the windows on the back doors by the library and she would like to apply the strips to the windows to prevent this from happening. It was noted that an applique of a black sparrow hawk on the window would prevent birds from flying into the windows. Ms. Payne advised that she would look into that as an option as well.

It was noted that there was no money allocated in the budget to frost the pool glass.

2019-43 Moved by Mayor Mitchell, seconded by Deputy Mayor Tanner that staff be directed to move forward with the installation of frosting strips (36 ft x 100 ft) on the pool windows for privacy at the quoted price of \$1,750 plus HST". Motion carried unanimously.

5. CORRESPONDENCE

5.1 Town of Bridgewater re Approval of Connector Trail over LCLC Property

Correspondence was received from the Town of Bridgewater requesting approval from the Board for the construction of the connector trail from the Skatepark to the LCLC as outlined in their proposal (circulated with the agenda).

2019-44 Moved by Councillor Hustvedt, seconded by Councillor McInnis that the Board approve the construction of the connector trail from the Bridgewater Skate Park to the LCLC as presented in the correspondence from the Town of Bridgewater dated June 12, 2019. Motion carried unanimously.

7. INFORMATION / UPDATES

7.1 Director of Recreation Services Update

Ms. Payne reviewed her monthly Director of Recreation Services Report that was circulated with the agenda. The report updated the Board on the following items: Events; Membership; Garden; Fund Raising Policy; Waste Generated at Concession Stands; LCLC Branded Clothing; Free Sanitary Products; Pool Glass Frosting (discussed earlier in the meeting); and Staff Training.

In addition to the report, Ms. Payne noted that the Tennis Club booked the arena surface on a rainy day and they were pleased with the facility.

Councillor Ernst asked for the membership information. Ms. Payne advised that she would have the information forwarded to him.

7.2 Financial Update

Ms. Payne reviewed the LCMPCC financial report for period ending May 31, 2019 that was circulated with the agenda and answered questions posed by Board members.

She reported on the following unbudgeted items that have arisen:

- Facility maintenance and repairs
- Roof repairs
- Library Window Leak

A discussion was held with regard to the unbudgeted repairs required. Ms. Payne noted that the Auditors identified a \$50,000 equipment reserve fund that was established in a prior year. She will investigate further to see if it was set aside for a specific use.

2019-45 Moved by Councillor McInnis, seconded by Deputy Mayor Tanner that the Board accept the Financial Report. Motion carried unanimously.

7.3 LCLC Capital Projects Update

Ms. Payne reviewed the LCLC Capital Projects update that was circulated with the agenda outlining the following projects:

- Roof Repairs
- Library Window Leak
- Play Pool Filters
- Energy Project – staff to follow-up on timeline for energy audit
- Program Equipment
- Dehumidification Solution
- Maintenance Projects
- Sprinkler System
- Pending Work – Engaged or in Progress

A discussion was held on the capital projects and the identified changes to the projects.

2019-46 Moved by Mayor Mitchell, seconded by Councillor McInnis that the LCMPCC Board approve the reallocation of \$10,000 designated for the Energy Project and \$35,000 designated for the dehumidification project in the 2019/20 Capital Budget to cover additional capital and operating costs outlined in staff's report dated June 20, 2019. Motion carried unanimously.

Ms. Payne advised that the pool hours for Saturdays and Sundays during the summer months would be changing due to lack of usage. The pool will open at 9:00 a.m. instead of 7:00 a.m. and will close at 6:00 p.m. instead of 8:00 p.m.

7.4 Sponsor Expert (Added Item)

Councillor Hustvedt reported that he attended a workshop at the FCM Conference with regard to “Generating Revenue for Your Municipality” put on by Partnership Group – Sponsorship Specialists. He was impressed with the presentation and the potential opportunities to raise revenue through sponsorships. He spoke about the opportunity to partner with another organization to bring this sponsorship expert to Bridgewater in mid August to meet with the Board.

The Board discussed the importance of a good sponsorship campaign. It was felt that perhaps the Board should wait until the operations review and interim management of the facility was underway before bringing in a sponsorship expert. It was agreed that Councillor Hustvedt could look further into the opportunity with regards to costs.

8. IN CAMERA

2019-47 At 6:10 p.m. it was moved by Mayor Mitchell, seconded by Deputy Mayor Tanner that the Board go In Camera to discuss the following items:

8.1 Contract Negotiations re RFP 2019-02 Transition Coordinator / Interim Management under Section 22(2)(e) of the *Municipal Government Act*;

8.2 Contract Negotiations re Lumberjacks Contract under Section 22(2)(e) of the *Municipal Government Act*;

8.3 Legal Advice re Tax Issue under Section 22(2)(g) of the *Municipal Government Act*.

Motion carried.

LCMPCC Board In Camera in session.

2019-48 At 7:22 p.m., it was moved by Councillor McInnis, seconded by Mayor Mitchell that the Board come out of In Camera and return to open session. Motion carried.

LCMPCC Board in session.

8.1 Contract Negotiations re RFP 2019-02 Transition Coordinator / Interim Management

2019-49 Moved by Mayor Mitchell, seconded by Deputy Mayor Tanner that the Lunenburg County Multi-Purpose Centre Corporation Board recommend to the respective Councils that the Town of Bridgewater and the Municipality of the District of Lunenburg Councils approve

the use of the estimated \$45,000 surplus from the 2018-19 Budget to engage the services of Nustadia Recreation to provide an operations review and interim management of the LCLC until March 2020. Motion carried unanimously.

2019-50 Moved by Mayor Mitchell, seconded by Councillor Hustvedt that the Lunenburg County Multi-Purpose Centre Corporation Board award RFP 2019-02 to Nustadia Recreation to provide an operations review and interim management of the facility as discussed In Camera to the maximum cost of \$190,000 plus HST, pending approval from the Town of Bridgewater and the Municipality of the District of Lunenburg Councils approving the Board using the estimated \$45,000 surplus from the 2018-19 Budget to be used towards the services being provided by Nustadia Recreation. Motion carried unanimously.

8.2 Contract Negotiations re Lumberjacks Contract

2019-51 Moved by Mayor Mitchell, seconded by Councillor McInnis that the Lunenburg County Multi-Purpose Centre Corporation Board approve the Contract between the Lunenburg County Multi-Purpose Centre Corporation and 3260405 Nova Scotia Limited (the South Shore Lumberjacks Junior A Hockey Club) as discussed In Camera subject to legal counsel review. Motion carried unanimously.

9. **NEXT MEETING** – the next meeting will be held at the call of the Chair.

10. **ADJOURNMENT**

2019-52 There being no further business at 7:30 p.m., it was moved by Mayor Mitchell, seconded by Councillor McInnis that the meeting adjourn. Motion carried.