

Minutes of a Board Meeting of the
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION
Held in the Multi-purpose Room, LCLC, 135 North Park Street, Bridgewater
Thursday, September 19, 2019 at 5:00 p.m.

Attendance: Municipality of the District of Lunenburg
Mayor Carolyn Bolivar-Getson, Chair (left 6:20 p.m.)
Councillor Eric Hustvedt
Councillor Michael Ernst
Tom MacEwan, CAO
Alex Dumaresq, Deputy 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

LCLC
Ed Pavao, Nustadia Recreation
Bill Cruickshank, Nustadia Recreation

Regrets: Tammy Crowder, CAO, Town of Bridgewater

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

2019-62 Moved by Mayor Mitchell, seconded by Councillor McInnis that the agenda be approved as circulated. Carried.

3. APPROVAL OF MINUTES

Councillor Hustvedt clarified that the concern he wanted to raise at the July meeting under section 7.2 "Electric Car Access to Charging Stations" was that the current spaces are being blocked for use by other non-electric vehicles and he felt we should ensure the spaces are available when needed by electric cars.

2019-63 Moved by Councillor Hustvedt, seconded by Deputy Mayor Tanner that the Minutes of the July 25, 2019 LCMPPC Board meeting be approved with an amendment to section 7.2, second sentence by adding the words "that are available to electric cars" between the words "spaces" and "in". Carried.

4. **PRESENTATION** – Ed Nix, BFL Canada Risk & Insurance Inc. – was held under Item 9.1 of the In Camera agenda.

9. **IN CAMERA**

2019-64 At 5:02 p.m., it was moved by Councillor McInnis, seconded by Councillor Hustvedt that the LCMPPCC Board go In-Camera to discuss item 9.1 Contract Negotiations re Insurance under Section 22(2)(e) of the MGA and item 9.2 Contract Negotiations re Concert under Section 22(2)(e) of the MGA. Carried.

LCMPCC Board In-Camera in session.

2019-65 At 6:12 p.m., it was moved by Councillor Hustvedt, seconded by Councillor McInnis that the LCMPPCC Board come out of In-Camera and return to open session. Carried.

- 9.1 Contract Negotiations re Insurance

2019-66 Moved by Deputy Mayor Tanner, seconded by Councillor McInnis that the LCMPPCC Board award the Insurance RFP 2018-004 to BFL Canada Risk and Insurance Inc. for the amount of \$54,894 with the addition of Volunteer Accident Insurance at a premium of \$375 (based on 50 volunteers) and Option 1 of the Cyber/Network Security Insurance for a premium of \$1,690 for a total cost of \$56,959.00. Carried.

5. **BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS** - Nil

6. **CORRESPONDENCE** - Nil

7. **NEW BUSINESS**

- 7.1 902 Triathlon

A letter was received from Dr. Kevin Johnson, organizer of the 902 Triathlon, requesting the donation of two hours (9 a.m. - 11 a.m.) of pool time on October 12, 2019 for their 902 Triathlon (copy of letter circulated with agenda). The organization is requesting this agreement be carried forward on an annual basis.

Mayor Bolivar-Getson left the meeting at 6:20 p.m. and Mayor Mitchell chaired the meeting.

The Board discussed the proposal and the following comments were made:

- the request is not unreasonable for a non-profit group and could lead to other events down the road;
- creates relationships with other organizations; and,
- draws people from all over (Halifax area).

2019-67 Moved by Councillor McInnis, seconded by Councillor Hustvedt that the LCMPCC Board donate two hours of pool rental for the 902 Triathlon on Saturday, October 12, 2019 from 9:00 a.m. to 11:00 a.m. Carried.

7.2 Joint Council Meetings (MODL & Town of Bridgewater)

Councillor Ernst suggested that a joint meeting of the Councils of the Municipality of the District of Lunenburg (MODL) and the Town of Bridgewater be held to discuss the governance of the Board and the management of the LCLC (Councils to have an opportunity to discuss Mr. Pavao's findings and to ask questions).

A discussion was held, and it was agreed and that a joint meeting should be held but that Mr. Pavao should present his recommendations to the Board first to allow the Board an opportunity to review the report before it is presented to both Councils.

It was noted that a workshop for Nustadia to present its findings to the Board would be scheduled for next month.

7.3 Fundraising

This item will be discussed under Nustadia's updates.

7.4 Membership Report

Councillor Ernst reviewed the LCLC Membership Distribution Report dated July 2019 that he had prepared (copy circulated with agenda). The report noted membership by municipality, outside Lunenburg County, Non-Lunenburg/Queens Counties, membership category, and a comparison between the four reports completed to date (October 2017, June 2018, December 2018 and June 2019). He asked if the Board would like him to continue with the preparation of this report. If so, he would do a report in December.

It was agreed that the Board would continue to receive the Membership Reports prepared by Councillor Ernst.

8. INFORMATION / UPDATES

8.1 Nustadia Service Delivery Update

Mr. Pavao introduced Bill Cruickshank, employee with Nustadia who manages the HRM facilities. He advised that they met to review the efficiencies in utilities and operating costs for the LCLC.

He would like to have a workshop in late October to identify their findings, determine what service levels the Board is comfortable with and from there to identify an operational plan to implement.

Mr. Pavao circulated and reviewed the scoping study that was prepared for an Efficiency Nova Scotia Engineering Feasibility Study for the LCLC (copy attached to

original set of Minutes). The report provided an Executive Summary which recommended what measures the study should focus on and the creation of plans for cost-effective resolutions; Background of the facility; Client Information; Priority Safety Findings; Ground Loop Fluid Verification or Isolation (Observation & Action); Heat Exchanger and Potable Water Protection (Observation); Presence of Mould and Change Room Ventilation (Observation & Study Action); Energy Use and Cost; Additional Opportunities for Energy Efficiency and Operating Cost Reduction (Ice Plant Systems, Observation & Study Action); Evaporative Condenser (Observation & Study Action); Rink, Pool and Occupied Space Dehumidification (Observations & Study Action); Geothermal (Multi-stack) Heat Pumps (Observations & Study Action); Water-to-Air (Water Furnace) Heat Pumps; Swimming Pools; Other Circulating Pumps and other Fluid Management Design; Onsite Power Generation; Miscellaneous Systems, Controls and Future Operating Condition.

Mr. Pavao noted that once the study has been completed, they can come up with an implementation plan. They have applied for funding for the Study. He confirmed that the cost of the Study would be carried out within their contract price.

Mr. Cruickshank explained that the operational costs for the building are a little high but noted that the building is a complicated building to operate on the technical side.

Mr. Pavao spoke to their business plan which focused on how to improve level of service, increase revenue to facility (programming and fundraising), and to engage active users in the facility. He reviewed a draft survey (copy attached to original set of Minutes) that staff will be giving out to visitors to the Centre to complete. He asked for comments on the content of the survey to be forwarded to him so they could be incorporated into the survey.

8.2 Financial Update

Mr. Pavao reviewed the LCMPPCC financial report for period ending June 30, 2019 that was circulated with the agenda and answered questions posed by Board members. He explained that due to the short time span between the end of the month and the regular Board meeting, the monthly reports will now be one-month behind. He advised that they will be changing the financial reporting system.

Mr. Pavao advised that there was a vendor who just submitted invoices for work completed in 2016. He has staff checking the logbooks to confirm the work was completed. Once the investigation has been completed, he will report back to the Board on his findings.

8.3 Program Update

Mr. Pavao circulated and reviewed a financial statistical summary report for July and August 2019 on LCLC programs. The report compared the program costs for 2018 to the costs for 2019. In addition to the report, he provided the following program update:

- They are looking at options for working together with outside agencies on programming;

- Lumberjacks – partnership can work. Looking at joint marketing and other areas to work together.
- Staff working on a newsletter that will be launched next week. Printed copies will be available at guest services and at the library.
- Met with two communication staff. Looking at some good initiatives.
- Aquatics – registration for the fall session has hit the same numbers as last year.
- 464 people used the facility for services during Hurricane Dorian (from Sunday to Friday). It was noted that this would be a good news story that would help promote the LCLC. Staff was directed to put together a release for the media on the services provided by the LCLC during the storm.

2019-68 Moved by Councillor McInnis, seconded by Deputy Mayor Tanner that the Board accept the Financial and Program Reports. Carried

8.4 United Way LCLC Swim / Skate Pass Usage for August 2019

Circulated with the agenda was a copy of the United Way LCLC Swim /Skate Pass Usage Report for August 2019 broken down into redeemed passes by activity, by community group or school and a chart for the LCLC Free Pass Usage total from April 2019 to August 2019.

10. **NEXT MEETING** – the regular October meeting was cancelled because of the workshop scheduled for Wednesday, October 23, 2019 at 2:00 p.m. If a meeting is required in October, it will be at the Call of the Chair.

Mr. Pavao left the meeting.

11. **IN CAMERA**

2019-69 Moved by Deputy Mayor Tanner, seconded by Councillor Hustvedt that a Contract Negotiations Matter re Nustadia be added to the In Camera agenda. Carried.

Mr. Pavao and Mr. Cruickshank left the meeting.

2019-70 At 7:21 p.m., it was moved by Deputy Mayor Tanner, seconded by Councillor Hustvedt that the LCMPPCC Board go In Camera to discuss a Contract Negotiations Matter re Nustadia under Section 22(2)(e) of the MGA. Carried.

LCMPCC Board In Camera in session.

2019-71 At 7:20 p.m., it was moved by Councillor McInnis, seconded by Councillor Hustvedt that the Board come out of In Camera and return to open session. Motion carried.

LCMPCC Board in session.

12. ADJOURNMENT

There being no further business at 7:29 p.m., the meeting adjourned.