

AGENDA
Lunenburg County Multi-Purpose Centre Corporation
Thursday, June 18, 2020 6:00 p.m.
Special Remote Meeting – Via TEAMS

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **PRESENTATIONS**
 - 3.1 MJSB – WiFi Upgrade Project
4. **BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS**
 - 4.1 Energy Project
5. **CORRESPONDENCE**
6. **NEW BUSINESS**
 - 6.1 Request to Re-open Pool for people with Health Issues (Cllr. Ernst) 2
7. **INFORMATION / UPDATES**
 - 7.1 General Manager’s Monthly Report 3
 - 7.2 Aged Receivables..... 4-7
 - 7.3 Financial Statements 8-9
8. **IN CAMERA**
 - 8.1 Personnel Matters under Section 22(2)(c) of the MGA: Staff Activity Update
9. **NEXT MEETING** – Thursday, July 16, 2020 at 6:00 p.m.
10. **ADJOURNMENT**

Pool Reopening Scenarios

2 weeks lead time to bring the facility and staffing online.

Currently there is not clear direction on what the capacity of the pool would be beyond the max of 10 people in a space, the last communication from the province was “aquatics facilities are welcome to begin maintenance on their pools”. the numbers below assume a loosening of that criteria to allow for 20 people in the space, which although twice what we are looking at now is still impossibly low.

As we will have to police social distancing, the increase from 20 to 30 to 40 etc. will mean that our staffing increases at a similar rate to manage the new regulations.

Max. hours Scenario: (20 swimmers per hour)

Hours 6:00 am – 8:00 pm (14 hrs)

Monthly Financials

Utilities – \$7,200

Staffing – \$18,464 (lifeguards and maintenance)

Chemicals – \$1,200

Total Cost - \$26,864

Total Revenue \$20,160 high estimate / \$17,160 low estimate

Net Surplus (- \$6,704) high estimate / (- \$9,704) low estimate

Min. Hours Scenario: (20 swimmers per hour)

Hours 7:00 am – 11am & 5:00 pm - 8:00 pm (7 hours)

Monthly Financials

Utilities – \$7,200

Staffing – \$10,232 (lifeguards and maintenance)

Chemicals – \$1,200

Total Cost - \$18,632

Total Revenue \$11,440

Net Surplus (- \$7,192)

GM Update

- Graduation Events – We will be offering up the LCLC space and staff time to support two events to help Parkview grads mark the milestone in their lives. On June 25th through the day we will be working with local businesses to offer a photo opportunity to the grads. That evening there will be a graduate parade with students walking up from the lower level in procession through spectators in parked cars in the upper parking lot.
- Library opening was very smooth, their staff have been great, and the volume has been low.
- Active Living Studio opened to classes starting on June 15th, we are proceeding with a soft open for the first few weeks and adding classes as we build our capacity to adhere to the requirements of social distancing.
- Room rental are open to the public, participant sizes are capped at the provincial max for a gathering or the number that can be in the space and social distance, whichever is less.
- Pool Reopening – Although there is an appetite from the public to have the pool open, guidelines from the Province have not been forthcoming. We have developed plans to address the change rooms concerns but the question of how many people can be in the aquatics center, in the lap pool, in the play pool, etc. are still unknowns. The *Reopening Guidelines for Fitness Facilities* published on June 4th and approved by the Provincial Government, indicate very clearly that the onus fall with the facility to enforce social distancing. In the pool environment and without clearer directions it is hard to imagine our staff managing to enforce such a mandate.
- Ice Reopening – there are parties coming forward that would book ice.
- Lumberjacks – no update
- MCW report is with Efficiency NS to review and approve

**LCMPCC Operating
 Variance Report
 For the period ending Apr. 30, 2020**

	Actual	Budget	Variance	
Gross Revenues				
Municipal Operating Grants	110,000	110,000	-	
Arena	-	20,768	(20,768)	Covid 19
Aquatic Centre	210	14,057	(13,847)	Covid 19
Active Living / Room Rentals	130	4,334	(4,204)	Covid 19
Memberships	(252)	13,707	(13,959)	Covid 19
Library Rent	7,598	7,513	86	
Concessions Rent	-	1,200	(1,200)	
ATM and Vending	89	299	(209)	
Advertising / Sponsorships	-	-	-	
Miscellaneous	484	100	384	
Total Revenue	118,260	171,977	(53,717)	
Expenses				
Advertising and Promotion	298	335	37	
Professional Fees	1,402	5,896	4,494	
Interest and other fees	292	1,166	874	
Concessions Expense	-	1,622	1,622	
Facility Repairs & Maintenance	23,544	21,259	(2,285)	
Housekeeping	599	2,082	1,483	
IT Licensing / Fees / Support	6,137	1,982	(4,155)	
Miscellaneous	(0)	192	192	
Office	513	179	(334)	
Pool Chemicals / Supplies	15	2,827	2,812	
Programming	660	475	(185)	
Staff Training / Courses	164	750	586	
Communications	563	534	(29)	
Travel	1	-	(1)	
Uniforms	-	600	600	
Utilities	34,244	35,491	1,247	
Vending Expense	-	1,086	1,086	
Wages and Benefits	29,424	78,821	49,397	
Total Expenses	97,856	155,297	57,441	
Surplus (Deficit) B4 Café & Events	20,404	16,680	3,723	
Centre Ice Café Operations	264	-	264	
Surplus (Deficit) B4 Special Events	20,668	16,680	3,988	
Special Events Revenue	-	4,000	(4,000)	
Special Events Expenses	10	4,000	3,990	
Surplus (Deficit) Special Events	-10	0	-10	
Net Operating Surplus (Deficit)	20,658	16,680	3,978	
Transfer to Reserve	-	-	-	
Capital Projects - Net	-	-	-	
MFC Debenture Interest	-	-	-	
TOB Transfer from Special Purposes Ta	-	-	-	
Total Non-Operating Expenses	-	-	-	
Net Surplus (Deficit)	20,658	16,680	3,978	

R & M		Budget	Actual	Variance
Garbage		973	792	181
Insurance		3,721	4,591	-870
Security		277	200	77
signage/flags		240		240
equip/small tools	Arena	2,389		2,389
	aquatics	897		897
Ice resurfacers		246		246
R & M	Active livin	2,259		2,259
	aquatics	2,829	10,256	-7,427
	Arena	4,179	1,132	3,047
	library	1,064		1,064
	general	2,185	6,523	-4,338
Yard maintenance			49	-49
				0
				0
				0
		<u>21,259</u>	<u>23,544</u>	<u>-2,285</u>