

Minutes of a Special Board Meeting of the
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)
Remote Meeting – Via TEAMS
Thursday, May 21, 2020 at 6:00 p.m.

Attendance: Municipality of the District of Lunenburg
Mayor Carolyn Bolivar-Getson
Councillor Michael Ernst, Vice Chair
Councillor Errol Knickle
Tom MacEwan, CAO
Sandra Challis, Administration Assistant

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

LCLC
Kent Walsh, General Manager

Guests
Ed Pavaro, Nustadia
Nick Frizzell, Nustadia
Jeff Maxwell, TRAK International
Scott Zimmer, TRAK International
Michael Gillis, MCW Maricor
Myles Cornish, Efficiency Nova Scotia
Amanda Christianson, Efficiency Nova Scotia

1. CALL TO ORDER

Deputy Mayor Tanner called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

2020-35 Moved by Councillor Ernst, seconded by Mayor Mitchell that the agenda be approved as circulated. Carried.

3. PRESENTATIONS

3.1 TRAK/Nustadia – Final Report Discussion

Mr. Maxwell reported that TRAK International and Efficiency Nova Scotia (ENS) had been engaged in continued dialogue regarding the Energy report, more recently going back through the original arena data. ENS had picked up an error regarding water consumption and this had been adjusted and there had been other recalculations. This resulted in the projected energy savings fluctuating from 51% to 39% to arrive the current final anticipated figure of 45%. TRAK had added some additional items into the project which increased the costs to approximately \$800,000 also increasing the payback period. A final iteration had been submitted to ENS and approval on these figures was expected shortly.

Mr. Gillis from MCW Maricor advised that the LCLC domestic water usage runs at about 11% higher than similar facility averages in Atlantic Canada. The TRAK report was suggesting the LCLC would land at being 60% of the Atlantic Canada average which was an aggressive goal, but TRAK believed it was achievable.

Mr Pavao from Nustadia highlighted the Board should be focusing on the positive outcomes of the project:

- Efficiency and cost savings
- Environmental concerns surrounding Ethelene Glycol
- H&S issues resolved with mould in the dressing rooms
- Improvements in the quality of ice-programming as a result of the improvements to the dehumidification system

It was noted that the final TRAK report had been received late and due to its detailed nature, some members of the Board had neither the time nor the expertise in order to comment on its content.

Mr. Walsh commented that ENS still had some issues with Measure 5 – Consolidated Controls & Energy Management. This measure accounted for approximately 10% of the proposed energy savings. It was reported that ENS would be unable to validate the results and thus would be unable to accept this measure as part of the application.

Mr. Maxwell was unaware of these difficulties and was unsure why ENS had changed their opinion. He explained that he felt this was an important measure, coordinating the operation of systems allowing for greater efficiencies, more control and creating ease of use.

Mr. Maxwell agreed that he believed the project would be further along than it actually is and believed the additional capital expenditure for pool pumping controls meant that the project should result in cost savings of at least 31%, and could possible achieve 40%.

Jeff Maxwell and Scott Zimmer, TRAK International left the meeting.

3.2 & 3.3 Nustadia/MCW/Energy Nova Scotia – TRAK Report, Energy Savings Project & MCW Report and next steps

The Board was seeking commentary and advice from the remaining guests on what direction should now be taken.

ENS advised they were getting closer to being able to accept the study and suggested savings closer to 39%, the MCW Maricor report suggested savings of around 30% but both agreed on that the payback range of 7-9 years was more realistic, although payback would be dependant on capital outlay. MCW Maricor felt a more realistic budget for the project to be around \$1.2m-\$1.5m but explained that a detailed facility study would be required. It was noted that it was not possible to directly compare the TRAK Report and the MCW Report as one had carried out a full study and the other not. The TRAK report did not provide a breakdown of proposed equipment and associated costs, making evaluation difficult.

ENS explained that this current application had taken longer than normal, but it was not unusual to go back and forth before a project is accepted. They were unable to comment on the types and costs of equipment to be used in creating the energy savings as they are looking at the science of achieving the savings, rather than the suggested equipment to be used. It would be up to the consultant to decide on the best equipment to use.

MCW had advised that if they were engaged to carry out a detailed study, they may identify areas which may be immediately adjusted in order to start saving straight away.

It was noted that all estimates of construction costs are not a firm quotation to carry out the work and there is a risk in all numbers.

Michael Gillis, MCW Maricor, Myles Cornish and Amanda Christianson, Efficiency Nova Scotia left the meeting.

The discussion continued regarding the length of time to get the ENS approval and the varying savings projections. Mr. Pavaro agreed that he had hoped to be at construction phase by now, although stating that there was still a viable project as there were significant outcomes to be achieved. True capital costs would only be known when the project went out to tender and it may mean looking at one measure at a time and/or carrying out the measures that produce the best return on investment. Mr. Pavaro believed there was still a role for Nustadia in the facility and they could help provide a scope of work for the RFP. The Board requested Nustadia provide a budget to Mr. Walsh for this additional service.

Ed Pavaro and Nick Frizzell, Nustadia left the meeting.

Following discussion. The Board agreed to allow TRAK to finish the ENS negotiations to get the project signed off and work on the RFP for Design/Build or Design for the

Project. In the meantime, to engage MCW to carry out a detailed energy audit of the L.C.L.C.

2020-36 Moved by Councillor Ernst, seconded by Councillor McInnis that the Board retain MCW Maricor to carry out an energy audit as outlined in the proposal provided to the LCLC at the cost of no more than \$9,000. Carried.

It was also agreed to give direction to Mr. Walsh to scope out a design build/RFP for the project.

4. BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS

4.1 WiFi Upgrades

Mr. Walsh had communicated with Mr. Muise on the 14th May following MJSB staff's analysis of the LCLC's WiFi and is waiting for his report and recommendations.

4.2 Membership Prices Proposal

Mr. Walsh proposed that following the reopening of the facility, membership costs could be reduced by 25% for the first six months and by 10% after this initial promotion period. He reported that a similar facility is due to reopen in Moncton soon and would be providing some low revenue, low traffic programming; more for creating normalcy than profit.

4.3 Payment Policy for Aged Debts

Mr. Walsh advised that the general consensus was that there were a couple of accounts that were consistently delinquent. It was permitted to charge interest on these accounts, but this would have to be done manually which would be labour intensive. The Board agreed to his recommendation that these accounts be actively pursued rather than interest applied.

5. CORRESPONDENCE

None

6. NEW BUSINESS

6.1 Frequency of Progress Reports of Engineering Works

It was discussed that frequent progress updates would be required once the Energy Project begins, and bi-weekly meetings were suggested. It was noted that a Project

Engineer and Owner's Engineer would be part of the project, so updates should be readily available, and at a high level.

7. INFORMATION / UPDATES

7.1 General Manager's Monthly Report

Mr. Kent reviewed his monthly report (circulated with agenda). He highlighted that there had been savings on the budgeted costs to replace the active living floor and perhaps these savings could be rolled into the Wifi project budget.

Discussion was held regarding the possible re-opening of the library and it was noted that measures would need to be in place to dissuade people from entering the facility to use the WiFi. These suggested measures included removing tables and chairs and limiting internet access in this area. The library had agreed to fund the additional cleaning requirements and would monitor/manage numbers using the facility. Only the washrooms opposite the Multi-purpose room would be available to library users and the water fountain, pool and arena areas would be blocked off to public access.

7.2 Programming Plans

Councillor Ernst reported that he and Mr. Walsh were working on promoting an orienteering trail around the facility. An update on the project would be provided at a later date.

Dr. Strang had indicated that there may be a possibility of day-camps being offered in the near future. It was noted that this would require more discussion as the costs of hiring qualified staff to run these programs for a reduced number of participants while maintaining social distancing could be prohibitive, although it could bring back a sense of normalcy for the public.

7.3 Aged Receivables

The aged receivables report, circulated with the agenda, was discussed.

7.4 Financial Statements

The year-end statements were presented (circulated with the agenda) and Mr. Walsh answered questions posed by the Board Members.

Based on the statements, Mr. Walsh was asked if it was possible that the LCLC would make further requests to the municipalities for additional funding due to the Covid-19 closure. Mr. Walsh felt this was unlikely, however if the facility should re-open on a limited basis this may be revisited.

- 2020-37** Moved by Councillor McInnis, seconded by Mayor Mitchell that the financial statement for period ending March 31, 2020 be received and approved as presented. **Carried.**

8. IN CAMERA

- 2020-38** At 7.59 p.m., it was moved by Mayor Mitchell, seconded by Councillor McInnis that the Board go In Camera to discuss the following items:

- 8.1** Discussion under Section 22(2)(a) of the MGA – Intersection Upgrades
- 8.2** Contract Negotiations under Section 22(2)(e) of the MGA - Advertising
- 8.3** Contract Negotiations under Section 22(2)(e) of the MGA - Lumberjacks
- 8.4** Personnel Matters under Section 22(2)(c) of the MGA

Carried Unanimously.

LCMPCC Board In Camera in session.

- 2020-39** At 8.19 p.m., it was moved by Councillor Ernst, seconded by Mayor Bolivar-Getson that the Board come out of In Camera and return to open session. **Carried.**

LCMPCC Board in session.

Deputy Mayor Tanner, Mayor Mitchell and Councillor McInnis declared a conflict of interest regarding item 8.1 and Councillor Ernst took over as Chair.

- 2020-40** Moved by Councillor Knickle, seconded by Mayor Bolivar Getson that the Board give permission to access the lands for the purpose of surveying and appraisal work regarding the proposed intersection upgrades at York & North Park Streets. **Carried.**

9. NEXT MEETING – Thursday June 18th, 2020 at 6:00 p.m.

10. ADJOURNMENT

- 2020-41** There being no further business at 8.25 p.m., it was moved by Mayor Bolivar Getson, seconded by Councillor McInnis that the meeting adjourn. **Carried.**