

Minutes of a Board Meeting of the
LUNENBURG COUNTY MULTI-PURPOSE CENTRE CORPORATION (LCMPCC)
Held in the LCLC, 135 North Park Street, Bridgewater and via Microsoft Teams
Thursday, April 15th, 2021 at 6:00 p.m.

Attendance: Municipality of the District of Lunenburg
Mayor Carolyn Bolivar-Getson – Vice Chair (via Teams)
Councillor Reid Whynot (left at 6:48 p.m.)
Councillor Pam Hubley
Councillor Chasidy Veinotte (Alternate)
Bill Schurman, Director of Recreation
Sandra Challis, Administration Assistant

Town of Bridgewater
Mayor David Mitchell
Deputy Mayor Andrew Tanner - Chair
Councillor Jennifer McDonald
Tammy Crowder, CAO

LCLC
Kent Walsh, General Manager

Regrets
Tom MacEwan, C.A.O.
Councillor Stacey Colwell (Alternate)

1. CALL TO ORDER

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

2. INFORMATION SHARING (Questions by Board Members & attending Members of Public)

No members of the Public were present.

3. APPROVAL OF AGENDA

2021-24 Moved by Councillor Whynot, seconded by Mayor Mitchell, that the agenda be approved as circulated. **Carried Unanimously.**

4. APPROVAL OF MINUTES

- 2021-25** **Moved by Mayor Mitchell, seconded by Councillor Hubley, that the Minutes of March 18th, 2021 meeting be approved, as circulated.**
Carried Unanimously.

5. BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS

5.1 LCMPCC Board Governance Manual Review

The Strategic plan was integrated in the draft LCMPCC Board Governance Manual and references to Management Board had been removed.

- 2021-26** **Moved by Councillor Hubley, seconded by Councillor Whynot, that the LCMPCC Board adopt the LCMPCC Board Governance Manual as presented.**
Carried Unanimously.

6. CORRESPONDENCE

None.

7. NEW BUSINESS

None.

8. INFORMATION/UPDATES

8.1 General Manager's Monthly Report

Mr. Walsh reviewed his monthly report, circulated with agenda. In addition, the following items were discussed:

- Canadian Tire Para Hockey –things were moving forward with a degree of uncertainty due to Covid restrictions. The budget for the event had been reassessed as Covid restrictions would impact ticket sales. Hockey Canada had verbally assured the group that facilities would not lose money. Spectators were still limited to 100 per zone although Truro was seeking an exception to this rule for the Women's Worlds.
- Membership Revenue – This number had doubled from February to March 2021.
- Energy Project – once the MCW documents were finalized, they would be reviewed, from the facility's perspective, by Myles Cornish. ICIP Grant had been approved at the Provincial level and was currently progressing at the Federal level. There was another Federal funding opportunity that was being investigated.

- WiFi Project - The Mustang's agreement to absorb the hardware costs of WiFi in their dressing room had highlighted the need to review their contract.
- Fusion Registration Software – a brief demonstration of the proposed registration software was given, which could be up and running by mid-July 2021. Annual licencing fee for this product was \$30,000, and costs would be split between three partners, MODL, TOB, and LCLC. Interest had been expressed by other municipal units, so costs could be further mitigated, and an extended partnership could result in this project being a revenue generator. Mr. Walsh explained the intent would be to create a unique “brand” for recreation registration, the LCLC would handle program input and have a physical recreation desk and dedicated staff to deal with registrations and information etc. Opportunities to register at the municipal offices was discussed, perhaps via a self-serve portal.
- Website Relaunch – it was noted the new registration software would not be ready for the website relaunch and it was suggested that it be referenced in the relaunch as there may be some user dissatisfaction and disappointment.
- Nova Scotia Fitness Association would be running some instructor training courses out of the LCLC.
- Snow Ploughing - Saved \$26,000 by not entering into a contract for 2020/2021. Savings were due to having an hourly rate with LaHave, closing the lower parking lot and staff removing snow and salting the sidewalks.
- Michelin's Bike Rodeo – it was assumed this event will not take place in 2021, but Mr. Walsh would make contact with the organizer.
- Canteen Service - It was requested to consider providing canteen service again at the weekend hockey games. The Board requested an update on the profitability of providing this service after the reintroduction. Profit margins on alcohol were also discussed.

8.2 Aged Receivables

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

8.3 Financial Statements

Mr. Walsh advised that due to year-end, the financial statements for March 2021 were unavailable and would be circulated to the Board shortly and be presented at the May Board meeting.

A discussion followed regarding creating a capital reserve to be prepared for anticipated long-term maintenance of the building, possibly around 2028/2030. The Agreement stated that surpluses were repaid to the Municipal units annually, and there was uncertainty to whether a motion had been made to automatically carry over unspent funds on an annual basis. It was agreed to investigate this matter further and discuss at the May meeting.

Deputy Mayor Tanner requested the Strategic Plan be added to the monthly agenda, for the Board to conduct a brief review of the priorities, goals and objectives.

9. IN CAMERA

2021-27 At 7:05 p.m., it was moved by Councillor Hubley, seconded by Mayor Mitchell, that the Board go In Camera to discuss the following items:
Personnel Matter under Section 22(2)(c) – HR Policies
Contract Negotiations under Section 22(2)(e) – Lumberjacks Carried.

The LCMPCC Board In Camera in session.

2021-28 At 8:09 p.m.; it was moved by Councillor McDonald, seconded by Councillor Hubley, that the Board come out of In Camera and return to open session.
Carried.

The LCMPCC Board in session.

10. NEXT MEETING – Thursday May 20th, 2021 at 6:00 p.m.

11. ADJOURNMENT

2021-29 There being no further business at 8.10 p.m., it was moved by Councillor Hubley, seconded by Mayor Mitchell, that the meeting adjourn. Carried.