

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

Attendance: Municipality of the District of Lunenburg
Mayor Carolyn Bolivar-Getson – Vice Chair
Councillor Reid Whynot (from 6:20 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

Guest
Victoria Ells, CPA, Manager, Grant Thornton

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

The following item was requested to be added to the In Camera agenda under Section 22(2)(e) of the MGA, Contract Negotiations – Lumberjacks.

2021-43 Moved by Mayor Mitchell, seconded by Councillor Hubley that the agenda be approved with the added item to the In Camera agenda under Section 22(2)(e) of the MGA, Contract Negotiations – Lumberjacks. Carried Unanimously.

4. PRESENTATION – Grant Thornton – Year-End Reporting

Mayor Bolivar-Getson declared a conflict of interest and left the meeting at 6:01 p.m.

Ms. Victoria Ells, Manager, Grant Thornton, presented the Report on Audit Strategy and Results Report and the draft LCLC's Consolidated Financial Statement for year-end March 31, 2021 (both documents circulated with the agenda).

Ms. Ells reviewed the Audit Strategy and Results report and answered questions.

- The reason for the increase in journal entries in Appendix E was because, previously, Grant Thornton provided a summary of consolidated entries, this year the whole listing was included in the report to make referencing easier.

Ms. Ells presented the draft LCLC's Consolidated Financial Statements for year-end March 2021 and answered questions.

- The large decrease in Professional Fees from 2020 Actual to 2021 figures shown on the Consolidated Statement was due to Nustadia fees being included in 2020.
- Grant Thornton explained how they had verified the finances including assumptions for Covid-19. They would expect a percentage reduction in revenue and a percentage reduction in some operating costs – utilities and wages & benefits for example. There were certain fixed costs that would not be expected to change. It was suggested that when auditing for future years, Grant Thornton would compare operations during non-Covid periods.
- It was explained that Note 4 to the Consolidated Financial Statement, which showed a Construction Receivable from only the Town of Bridgewater, was because MODL did not contribute to the library construction and therefore ToB's constructions costs were higher.

2021-44 Moved by Councillor McDonald, seconded by Councillor Hubley that the Board receive the Audit Strategy and Results for year ending March 31, 2021 and approve the Lunenburg County Multi-Purpose Centre Corporation's Consolidated Financial Statement for the year ending March 31, 2021.

Carried Unanimously.

Ms. Ells left the meeting at 6:36 p.m.

Mayor Bolivar-Getson returned to the meeting at 6:36 p.m.

5. APPROVAL OF MINUTES

2021-45 **Moved by Mayor Mitchell, seconded by Councillor McDonald that the Minutes of June 17th, 2021 meeting be approved, as circulated. Carried Unanimously.**

6. BUSINESS ARISING FROM MINUTES & UNFINISHED BUSINESS

5.1 Facility Capital Life-Cycle

Mr. Walsh presented a draft Facility Capital Life-Cycle document. This was created by going through the facility, listing moving parts that would directly affect the ability to operate, and assigning values and lifespans to the components. MCW Maricor had assisted with the document. It was noted that some things were not included in the list – driveway, parking lot, roof, building automation system and fire alarm for example.

The graph presented predicted capital expenditure in 2-year increments, generally showing an average of around \$45,000 per block, but with large spikes of over \$500,000 in 2026/27 and in 2032/33 (when the facility would be 30 years old). It was suggested, based on these figures that budgeting \$206,000 per annum between the municipal units over 18 years would smooth the curve. Mr. Walsh added that he intended to review the document further, to include some historical context and building-specific information to make the predictions a little more tailored, and this information would be brought back to the Board.

A discussion followed around how to begin planning for the predicted expenditure and the following comments were noted:

- MODL has a reserve account already set up for the LCLC.
- It would be a decision of the Councils if funds set-aside live under the LCLC or at each Unit.
- Perhaps a hybrid would be a solution, a safety net of \$200,000 at the facility and the remainder held by the Units.

A discussion followed regarding the \$1.5m ICIP grant and how that would affect the unspent capital budgeted for the project.

A recommendation would be needed by Councils to move unspent capital funds from the energy project budget into a reserve for other projects, rather than be returned to the Units.

It was agreed that Mr. Walsh would bring a list of potential projects back to the Board for discussion before the matter of unspent capital funds and the facility life-cycle projections were taken to the respective Councils.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

None.

9. INFORMATION/UPDATES

9.1 General Manager's Monthly Report

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

- Examples were shown of recent social media posts which had received positive comments from users. It was noted there had been a significant increase in followers of the facility's Facebook page.
- Phase 4 had not changed things significantly in aquatics or active living as although it is possible to operate at maximum capacity, social distancing must still be observed. It is still necessary to limit numbers for these programs due to the capacity of the change rooms.
- Ice bookings had improved since moving to Phase 4, adult hockey had restarted, some development camps were being held and figure skating had returned.
- The facility was in talks with Neptune Theatre, Fresh Air Films and Sonic entertainment about possible future events.
- Grant Thornton had been asked for their input on how billing would be handled with the new Connect 2 Rec software from an HST perspective.
- The Bike Loan program had been slow to start, but this has allowed the opportunity to iron out some wrinkles. It was intended to put a stand in the galleria to promote the program and it was suggested that it could be beneficial to advertise on the Town Bus service.

9.2 Aged Receivables

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

9.3 Financial Statements

The financial statement for period ending June 30th was not available, due to year-end, but would be presented at the next Board meeting.

9.4 ParaCup Update

Mr. Walsh advised the Canadian Tire Para Hockey Cup plans continue with the support of the Para Hockey Host Committee. Hockey Canada would be making a final decision in mid-August if the event would be going ahead or not and should the event proceed with reduced spectators, there would not be a financial shortfall. The LCMPCC Board would have the final decision on hosting the event, as the facility was taking the financial risk.

10. IN CAMERA

- 2021-46** At 7:23p.m., it was moved by Councillor Hubley, seconded by Mayor Mitchell, that the Board go In Camera to discuss the following items:
Contract Negotiations under Section 22(2)(e) of the MGA – Tender Update
Contract Negotiations under Section 22(2)(e) of the MGA – Lumberjacks
CARRIED.

The LCMPPC Board In Camera in session.

- 2021-47** At 7.37 p.m.; it was moved by Mayor Mitchell, seconded by Councillor Hubley that the Board come out of In Camera and return to open session. Carried.

The LCMPPC Board in session.

11. NEXT MEETING – Thursday August 19th, 2021 at 6:00 p.m.

It was noted a Special virtual LCMPPC meeting would be required to discuss tender applications.

12. ADJOURNMENT

- 2021-48** There being no further business at 7.38 p.m., it was moved by Councillor Whynot, seconded by Mayor Mitchell that the meeting adjourn. Carried.