

Minutes of a Board Meeting of the  
Lunenburg County Multi-Purpose Centre Corporation (LCMPCC)  
Held in Multi-purpose room, LCLC and remotely via Microsoft Teams  
Tuesday, April 21, 2022 at 6:00 p.m.

### **Attendance**

#### **Municipality of the District of Lunenburg**

Councillor Pam Hubley, Chair  
Mayor Carolyn Bolivar-Getson  
Councillor Reid Whynot  
Bill Schurman, Director of Recreation, Parks & Tourism  
Sandra Challis, Administrative Assistant (via Teams)

#### **Town of Bridgewater**

Mayor David Mitchell  
Deputy Mayor Andrew Tanner  
Jessica McDonald, Director of Community Development

#### **LCLC**

Kent Walsh, General Manager

#### **Guest**

Aaron Caldwell, MCW (via Teams) (from 6:55 p.m.)

### **Regrets**

Tom MacEwan, CAO - MODL  
Councillor Chasidy Veinotte, MODL (Alternate)  
Tammy Crowder, CAO – TOB  
Councillor Jennifer McDonald, Vice-chair, TOB  
Councillor Stacey Colwell, TOB (Alternate)

### **1. Call to Order**

Councillor Hubley called the meeting to order at 6:00 p.m.

### **2. Information Sharing** (Questions by the Board Members and attending members of the public).

None.

### **3. Approval of Agenda**

The agenda was approved with the addition of a Capital Budget Review under New Business as Item 7.4.

**2022-30** Moved by Mayor Mitchell, seconded by Mayor Bolivar-Getson that the agenda be approved with the addition of Capital Budget Review as Item 7.4. Carried Unanimously.

#### **4. Approval of Minutes – March 22, 2022**

**2022-31** Moved by Councillor Whynot, seconded by Deputy Mayor Tanner that the Minutes of the March 22, 2022 of the LCMPC Board meeting be approved as circulated. Carried.

#### **5. Business Arising from the Minutes & Unfinished Business**

##### **5.1 Strategic Plan Review**

The Strategic Plan Review meeting was held on Tuesday, April 12, 2022. A discussion on this meeting would be deferred to the May meeting of the Board.

#### **6. Correspondence**

None.

#### **7. New Business**

##### **7.1 General Manager Q&A**

Mr. Walsh advised that vendors were very satisfied with the Easter Market and they had to turn vendors away. It was hoped to hold this type of event more frequently.

The May Beer and Cider event tickets were released for general sale 21<sup>st</sup> April. As there is no assigned seating to this event, it is not expected for there to be an early rush in demand.

##### **7.2 Motion from Special Meeting re Dehumidification held April 4, 2022**

Motion 2022-29, from the special board meeting held on April 4<sup>th</sup>, awarding the dehumidification tender, circulated with the agenda, was included for information purposes.

##### **7.3 Events Discussion**

Mr. Walsh advised that following the strategic planning meeting, it was identified that the Board's understanding of the size and type of events the LCLC should be partnering in. The Board developed ideas that would be used to shape a Marketing Strategy, which would be brought back to the Board.

Board members were asked to express their opinions on:

1. What a small, medium and large event would look like, with examples of each?
2. How many of the different size events should the facility aim to put on in a year?
3. What are the Pros and Cons of each different size of event?
4. What would success look like?

#### 5. What LCLC Resources are required for each type of event?

Key information gathered:

- Small event
  - # per year 4-20
  - e.g., Farmers or Craft Market
  - Pros – low risk, good turnout, buy local, no staff burnout, minimal staff effort, good PR
  - Success measure – might repeat
  - Resources required – manpower, advertising
- Medium event
  - # per year 3-10
  - e.g., Minor Hockey event, Theatre performance, Cider/Beer event, Kids concert, Graduation
  - Pros – Financial risk, good PR
  - Resources required – as above plus, but more of and possible security requirement
- Large Event
  - # per year 1-5
  - e.g., Sledge Hockey Tournament, Concert, Theatre performance
  - Pros – driving local economy (hotel nights etc.), highlighting LCLC as a destination, greatest return, good PR, community pride
  - Cons – highest financial risk, more volunteers needed, more facility resources required
  - Resources required – as above plus, but more again, volunteers and security needed.

It was noted that resources would depend if the event was put on directly by the LCLC or if the venue was rented for the event by a third party.

The Board agreed that the facility should aim to hold a wide variety of events, both in size and genre to cater to and attract in the broader audience in the area. It was mentioned that it would be useful to know what the public wanted and expected in the next ten years.

#### 7.4 Capital Budget Review (added item)

Following the special meeting held on April 4th, there was a request to revisit the capital budget to find some additional savings to offset the increased costs of the dehumidification project. Mr. Walsh presented a revised capital budget workbook (originally presented at the January 20, 2022 meeting).

Presented Revisions:

- Olympia Battery budget reduced to \$15,000.
- Cimco C1 ECV Valve & Emerson Controller actual cost higher
- Cimco 100 – purchase deferred.
- Electric Vehicle Charging Stations (EVCs) – lower costs anticipated.

- Postpone all Level #3 priorities – tiling, landscaping, office and galleria furniture upgrade, active living studio dehumidification free standing unit upgrade, parking lot painting.

A discussion followed regarding EVCs:

- FCM offers preferred rates to municipalities so further cost savings could be available.
- EVCs which take payment have different contracts to free stations; a percentage of each transaction is taken by the merchant service company and there are ongoing service fees.
- LCLC would be a destination charging location, it would be unlikely someone would visit just to charge their vehicle; Gas Stations will begin to roll out fast charging EVCs for this purpose.
- Perhaps LCLC should reconsider charging for the service.

The suggested revisions proposed a cost saving of approximately \$73,000 on the Capital Budget.

It was agreed that the parking lot painting should still be carried out, being a much needed, highly visible item, with a relatively low cost.

It was reported that following negotiations with Global, the price for the Dehumidification Project was reduced by approximately \$28,000 to an overall price of \$617,500. This price was only held until April 30<sup>th</sup> and would likely increase after this date. It was noted the original project budget was based on 2017 prices with a 25% contingency built in, prices had increased in the region of 50% since 2017.

It was agreed to proceed with the Dehumidification Project with Global.

### Energy Project Update

Mr. Caldwell was available to answer questions from the Board. Mr. Kent reported that bi-weekly project meetings were now taking place. All components required for the project were either already delivered, or delivery dates confirmed. The heat exchange vendor was reporting the unit was on-time, but no firm delivery date had been provided. Work is already underway, pouring pads for pumping equipment and anti-theft protection in front of the seacan. The ice was still scheduled for removal on May 2<sup>nd</sup> and the Gantt chart prediction was mid-July for project completion.

*Mr. Caldwell left the meeting at 7:08 p.m.*

## 8. Information/Updates

### 8.1 General Manager's Monthly Report

Mr. Walsh reviewed his monthly report, circulated in advance of the meeting, highlighting that membership was now at pre-covid levels. Mr. Walsh also reported that in comparison to similar facilities, the LCLC does a great job with swim lessons programming - the LCLC offers 90 swim lessons per season, against 30 in Truro and 120 at the Canada Games Centre. It was noted that swim lessons at the LCLC were in highest demand at the weekend.

## 8.2 Aged Receivables

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

## 8.3 Financial Statements

Mr. Walsh reported the financials statements for March 2022 were delayed due to year end.

## 9. In Camera

- 2022-32** At 7.17 p.m. it was moved by Mayor Mitchell seconded by Councillor Whynot that the Board go In Camera to discuss the following item(s):
- 9.1** Contract Negotiations under Section (22)(2)(e) of the MGA – Lumberjacks Update
  - 9.2** Contract Negotiations under Section (22)(2)(e) of the MGA – Facility Sponsorship

The LCMPC Board In Camera in session.

- 2022-33** At 7:33 p.m. it was moved by Mayor Bolivar-Getson, seconded by Councillor Whynot, that the Board come out of In Camera and return to open session. Carried.

The LCMPC Board in session.

- 2022-34** Moved by Mayor Mitchell, seconded by Mayor Bolivar-Getson that the LCMPC Board direct the General Manager to proceed with issuing an RFP to secure a consultant to carry out a market valuation and secure a building naming rights sponsor. Carried.

## 10. Next Meeting – May 19, 2022 at 6:00 p.m.

## 11. Adjournment

- 2022-35** There being no further business at 7:35 p.m., it was moved by Councillor Whynot, seconded by Mayor Mitchell that the meeting adjourn. Carried Unanimously.