

## Minutes of a Board Meeting of the

Lunenburg County Multi-Purpose Centre Corporation (LCMPCC)

Held in the LCLC, 135 North Park Street, Bridgewater and virtually via Microsoft Teams.

Thursday, December 16, 2021 at 6:00 p.m.

### **Attendance**

#### Municipality of the District of Lunenburg

Councillor Pam Hubley, Chair

Mayor Carolyn Bolivar-Getson

Councillor Reid Whynot

Councillor Chasidy Veinotte (Alternate)

Tom MacEwan, CAO (via Microsoft Teams)

Bill Schurman, Director of Recreation, Parks & Tourism

Sandra Challis, Administrative Assistant

#### Town of Bridgewater

Deputy Mayor Andrew Tanner

Councillor Jennifer McDonald, Vice-chair

Councillor Stacey Colwell (Alternate)

Tammy Crowder, CAO

#### LCLC

Kent Walsh, General Manager

#### Guests

Wayne Thorburne, South Shore Pickleball Club

Wayne Uhlman, South Shore Pickleball Club

### **Regrets**

Mayor David Mitchell, TOB

### **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).

N/A.

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

Two items were requested to be added to the agenda - Ticketing Platform as Item 8.4, and Food Services Contract Proposal to the In Camera Agenda, as Item 10.5, under Contract Negotiations - Section 22(2)(e), of the MGA.

**2021-72      Moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the agenda be approved with the addition of Ticketing Platform to the Regular Agenda, as Item 8.4, and Food Services Contract Proposal to the In Camera Agenda, as Item 10.5, under Contract Negotiations - Section (22)(2)(e) of the MGA. Carried unanimously.**

#### **4.      Presentation – South Shore Pickleball Club**

South Shore Pickleball Club's representatives, Mr. Thorburne and Mr. Uhlman, gave a verbal presentation to the Board on their desire to see pickleball courts being installed in the area noting that:

- Pickleball is the fastest growing sport in the world.
- Low financial need both from a participatory and a construction/maintenance perspective.
- Although popular with Seniors, all age groups participate in the sport.
- It is a very noisy sport, which should be considered when choosing a location.
- Location would need parking, washrooms and perhaps a canteen. The Club felt that the LCLC location met those needs.
- Between 6-8 courts would be needed to hold modest tournaments, Atlantic or provincial tournaments would need more courts in relatively close proximity to each other.
- Tournaments create an economic spin-off for the area, restaurants, accommodations etc. and would also be a source of income for the Club.
- A budget of around \$75,000 per court was suggested; the total budget of \$450,000 for six courts being equally funded through MODL, TOB and grants.
- The Club noted the potential for several grants: Accessibility Grant, Communities Culture & Tourism Grant, and Active Communities Fund.
- The Club is a registered association.

Mr. MacEwan advised that MODL was exploring a high-level concept for six pickleball courts as Phase 1 of an outdoor recreational park at Osprey Village, and a private partner was looking to invest. MODL was pursuing a Recreation Facility Development Program application which could fund up to a third of project costs to a maximum of \$450,000; design/costs estimates needed to be filed by the end of February. The private funding would be as a direct donation and the facility would be on public land and would be for the general public's use. It was noted that MODL was receiving interest for pickleball courts from other communities in the district.

The Club's representatives supported the Osprey Village proposal, but believed more courts were still needed and the LCLC location would be their next choice to better serve large tournaments and meet increasing demand.

It was suggested that grant funding for the same project in different locations would be unlikely to be approved in the same fiscal, and government-sourced grants were generally not stackable.

Mr. Thorburne and Mr. Uhlman left the meeting at 6:33 p.m.

During discussion, the following points were made:

- The LCLC's Strategic Plan did not include pickleball courts specifically.
- Due to the current energy project, there was no capacity currently to take this project on.
- Invite the Club to return to the Board in a year so the matter could be revisited.
- MODL's concept plan could increase the number of courts if the Club were to bring some funds to the table and this would be communicated to the Club.

**2021-73** Moved by Mayor Bolivar-Getson, seconded by Deputy Mayor Tanner that the LCMPCC Board was not prepared to move forward with pickleball courts at this time due to the capital upgrades that were currently budgeted at the facility. Carried.

## 5. Approval of Minutes – November 18, 2021

**2021-74** Moved by Councillor McDonald, seconded by Mayor Bolivar-Getson that the Minutes of the November 18, 2021 LCMPCC Board meeting be approved as circulated. Carried.

## 6. Business Arising from the Minutes & Unfinished Business

None.

## 7. Correspondence

None.

## 8. New Business

### 8.1 Facility Accessibility

Councillor McDonald shared thoughts about the challenges in accessibility at LCLC from persons who have anxiety and dyslexia.

- No symbols in the signage, all text.
- No consistency in the use of the logo and the look and feel of social media posts.
- Signage clutter, especially at highway exits made it difficult to take in information.

Anxiety sufferers need to mentally prepare for going out and can be overwhelmed and discouraged by too many unknowns. The facility could counteract this having a walk-through "What to Expect" video available on the website showing the layout of the building, where washrooms are, entrances/exits, and introducing staff at the guest services desk for example.

Also, a "Meet Our Staff" page on the website was suggested.

## 8.2 Budget Process & Timelines

Deputy Mayor Tanner advised that the proposed Capital Budget was usually presented in January and Operating Budget in February.

## 8.3 Inclusion/Anti Racism training for Board and Staff

It was reported MODL had hired Chrysalis Human Rights Agency in Halifax to do training of this nature for Council and Staff and perhaps the Board and staff of LCLC could be included on this training. Mr. MacEwan would provide Mr. Walsh the information. It was noted the library staff had recently undergone training and Mr. Walsh would contact them to get more details.

## 8.4 Event Hosting Strategy (Kent Walsh)

Mr. Walsh presented the Event Hosting Strategy proposal, circulated with the agenda. It was suggested that if this was the direction the Board wished to pursue, it would need to go through the RFP process. It was discussed if the Communications and Development Officer's role covered the elements proposed.

## 8.5 Ticketing Platform (added item)

Mr. Walsh confirmed to the Board that the facility had a rolling contract with Ticketpro and ticketing for events could be easily coordinated.

# 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:

- Yoga classes had been rebranded, simplifying the terms.
- Details of the February concert were hoped to be announced on Monday, with tickets being available before Christmas.
  - LCLC members usually had access to advance tickets.
  - Members could be sent an email directly regarding the event.
  - The only liability to the facility would be the cost of advertising if cancelled due to Covid restrictions.
  - Suggested to involve a Wine Sponsor for the event.
  - Suggested to provide a proposed venue layout of the event to help ticket sales.
- Possibility to provide a ticketing service to tenants as part of their event rental.
- Gary Wentzell Tournament was not going ahead in March due to uncertainty over Covid restrictions and a lack of organizational leadership.
  - It would be important not to lose the legacy of the tournament.
  - What part could the facility play in ensuring the tournament continues in 2023?
- Advance online registration for programs from the Winter Guide had been successful and had spread the demand for in-person/telephone registration services. It was noted that:

- Lead in time between online and in-person would be shortened for future publications.
- Fall programming totals were 209 in person for MODL and 205 online, 149 in person for TOB, 115 online.
- Dedicated vaccination checking personnel had been withdrawn and the process transferred to the front desk staff.
  - Occupational Health satisfied with the processes in place.
  - Vaccination Checking desk still used at heavy foot-traffic times.
  - Library visitors do not require proof of vaccination, only when participating in programs when it becomes the library's responsibility to check status.
  - Reintroducing dedicated vaccination checkers would be at the GM's decision.
- It is hoped to have the RFPs for the Dehumidification and Solar projects ready for January.

## 9.2 Aged Receivables

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

## 9.3 Financial Statements

The revised financial statement for period ending September 30<sup>th</sup>, circulated prior to the meeting was reviewed. It was requested that year-end projections be made available for the next meeting.

**2021-75      Moved by Councillor Whynot, seconded by Deputy Mayor Tanner that the financial statements for periods ending September 30<sup>th</sup>, 2021 be received and approved as presented. Carried.**

Councillor Veinotte left the at meeting 8:01 p.m.

## 10. In Camera

**2021-76      At 8:01 p.m., it was moved by Councillor Whynot seconded by Mayor Bolivar-Getson, that the Board go In Camera to discuss the following item(s):**

- 10.1      Contract Negotiations under Section (22)(2)(e) of the MGA – Lumberjacks Update**
- 10.2      Contract Negotiations under Section (22)(2)(e) of the MGA – Naming Rights Contracts Review**
- 10.3      Personnel Matter under Section 22(2)(c) of the MGA – Organizational Structure & Wages**
- 10.4      Personnel Matter under Section 22(2)(c) of the MGA – GM Review**
- 10.5      Contract Negotiations under Section (22)(2)(e) of the MGA - Food Services Contract Proposal (Added Item)**

The LCMPCC Board In Camera in session.

**2021-77** At 9:40 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.

**11. Next Meeting – Thursday, January 20, 2021 at 6:00 p.m.**

**12. Adjournment**

**2021-78** There being no further business at 9:41 p.m., it was moved by Councillor Whynot, seconded by Councillor McDonald that the meeting adjourn. Carried.