

Minutes of a Board Meeting of the
Lunenburg County Multi-Purpose Centre Corporation (LCMPCC)
Held in the Multi-Purpose Room, LCLC
Thursday February 16, 2023 at 5:30 p.m.

Attendance

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Councillor Cathy Moore
Councillor Reid Whynot

Town of Bridgewater

Mayor David Mitchell
Councillor Andrew Tanner
Deputy Mayor Jennifer McDonald

LCLC

Kent Walsh, General Manager
Anastasia Smallwood, Events & Marketing Coordinator
Isobel Leslie, Scheduling/Administration/Finance Manager – acting as Recording Secretary

Staff Present

Trudy Payne, Director of Recreation – MoDL (via Teams)
Jessica McDonald – Director, Community Development Department – TOB
Sandra Whitmee, Recreation Administration Assistant – TOB (6:00 pm)

1. Call to Order

Chair Mayor Mitchell called to order at 5:30 pm

2. Information Sharing (Questions by board members and attending members of the public - Operational Questions).

None to review.

3. Approval of Agenda

Mayor Bolivar-Getson asked that the General Manager's Annual review get added to the Agenda under Business Arising and Unfinished Business.

Moved by Councillor Tanner, seconded by Councillor Moore, that the agenda be approved as revised. Carried.

4. Approval of Minutes – January 19, 2023

Moved by Mayor Bolivar-Getson seconded by Councillor Tanner that the Minutes of January 19, 2023, of the LCMPPC Board meeting be approved as circulated. Carried.

5. Business Arising from the Minutes & Unfinished Business

5.1 General Manager’s Annual Review

At the last Board meeting in January, Councillor Moore and Councillor Colwell along with Mayor Bolivar-Getson were appointed to act as the review committee for the General Manager’s Annual Review. However, it was noted that both Councillor Moore and Councillor Colwell were new to the Board and others who have already done this in the past should step in. It was agreed that Councillor Pam Hubley and Councillor Andrew Tanner, along with Mayor Bolivar-Getson act as the review committee for the General Manager’s review.

5.2 Arena Helmet Policy

Mr. Walsh advised that he had discussed drafting a standard policy with Queens Emera Centre for all arenas in the area. This would include Queens, Lunenburg, etc. Mr. Walsh would reach out to Lunenburg as well. The centres would combine to announce a joint helmet policy with all arenas to be implemented by May 1, 2023. Also discussed was the possibility of combining the responsibilities of a person doing skate patrol, rental of skates and helmets for public skates.

5.3 Consolidation of Insurance

Ms. Crowder and Mr. MacEwan, CAOs of the Town and the Municipality respectively, along with Mr. Walsh, had discussed with the insurance provider the possibility of consolidating the insurance with the LCLC. It was discussed that the liability of the LCLC would then fall on one of the units and would then renege on the whole equal partnership model between the units. It was decided that the LCLC and each municipal unit would continue to keep the insurance separately.

6. Correspondence

None.

7. New Business

7.1 Capital Budget

Mr. Walsh advised that he had emailed the draft capital budget to the partners and noted that many of the items were mandatory. Of note:

- Pool repairs – i.e., drains/lines; filter service and cartridges, pool glass refrosting; grout in the therapy pool
- Emergency Light battery replacements

- Replacing Car Chargers. This item was discussed and wondered how the figure of \$40,000 was derived. The LCLC would apply for a grant to cover some of the costs of the replacement.
- Carpet replacement in library;
- Roof maintenance. Discussions ensued about how the roof of the entire building needed to be revamped. Mr. Walsh mentioned that he did have a roofing company come in but they did not come up with a solution as to how the entire roof would be fixed. The board members discussed the need to find grant money to fix the roof. The issues with the roof have been ongoing and they seriously needed to find a solution.
- Olympia Blade for the ice resurfacers.
- Fixing tile in the galleria and pool deck and dressing rooms.
- Parking lot lighting.
- Outdoor cameras installed.
- And several other items.

The proposed capital budget's estimate was just over \$300,000.00.

Also, the board members discussed the possibility of getting outdoor gym equipment.

It was agreed that for many of these areas, the LCLC may be able to get grant money to assist with the costs. Also noted was that some of these areas could be considered operational.

The Board agreed that they would go back to their respective councils to ask for approval of the capital budget and transferring the unused capital funds from previous years to this year.

Moved by Mayor Bolivar-Getson, Seconded by Councillor Tanner that the LCMPPC Board recommend to both municipal councils that the LCLC retain the surplus from the 2022/2023 Capital Budget to go toward the items outlined in the proposed 2023/2024 Capital Budget. Carried.

8. Information/Updates

8.1 Marketing Strategy

Anastasia Smallwood presented the 2023 Marketing strategy for the board. She discussed the ways the LCLC is using to communicate by reaching new users with social media, website, google business, shared media and the new connect2rec.com website.

Highlights of the marketing plan included looking to leverage strengths and work on weaknesses. The priorities of the marketing plan describe doing a better job with deliverables and to diversify communication efforts with all partners. Want to produce and distribute facility materials in various mediums. Also, provide a feedback mechanism in place for all users.

Moved by Mayor Bolivar-Getson, seconded by Councillor McDonald that the Marketing Strategy, be received and approved as presented. Carried.

8.2 General Manager's Monthly Report

Reviewed and received.

8.3 Financial Statements

The LCMPPCC Board reviewed the financial statements.

Moved by Mayor Bolivar-Getson, seconded by Councillor Tanner, that the financial statement for the period ending December, 2022 be received and approved as presented. Carried.

9. In Camera

9.1 Aquatic Staff Attraction and Retention

At 7:35 pm, the Board moved In Camera to discuss.

LCMPCC Board came out of Camera to the regular meeting at 7:48 pm.

Moved by Mayor Bolivar-Getson, seconded by Councillor Tanner, that \$37,380 be added to the proposed Operational Budget to reflect the Aquatic estimates and the revised Operational Budget would be a total of \$1,343,215.00. This was received and approved as presented. Carried.

10. Next Meeting – Thursday April 20, 2023 at 5:30 p.m.

11. Adjournment

There being no further business at 7:49 p.m., it was moved by Councillor Whynot, seconded by Councillor McDonald, that the meeting adjourn. Carried Unanimously.