

Minutes of the Budget Board Meeting of the Lunenburg County Multi-Purpose Centre Corporation (LCMPCC)

Held in the meeting room, LCLC
Friday, March 8, 2024 at 12 p.m.

Attendance

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Councillor Sandra Statton
Councillor Cathy Moore
Tom MacEwan, CAO (virtual)
Trudy (virtual)

Town of Bridgewater

Mayor David Mitchell
Councillor Stacey Colwell
Councillor Andrew Tanner

LCLC

Janette Hubka, General Manager

Staff Present

Mark Flint, TOB Deputy CAO
Tammy Crowder, TOB CAO
Rosemary Erb, TOB CDD-Recreation Admin - acting as recording secretary

1. **Call to Order** – Meeting called to order by Chair Mayor Mitchell at 12:08.
2. **Agenda** - Motion to approve agenda by Councillor Moore, seconded by Councillor Tanner. Carried
3. **Budget Discussion – Operating Budget:** There has been a change in the Utilities amount recorded in the budget. This is to correct an error in the last draft, so everyone was made aware of that.

Revenue: Arena revenue has been adjusted also. Aquatic increase has been adjusted and programming revenue has been adjusted. Rate increase for the summer, December & March. There will be 2 sessions of March break camps for a first time. Room & rental increase budget for July. Membership had a big jump. Janette went through the adjustments that have been made since the initial proposed budget. IT licensing, fees & support – Janette was able to determine they were not required. Uniforms were able to be reduced. Concessions expense was re-evaluated to determine where the margins should be sitting in order to bring the pricing to what it needs to be. Debenture interest was added.

Discussion held on how feasible the Special Events really are and if they can make money. Janette went through decisions made to ensure that the events cover themselves at the very least and hopefully actually be profitable.

Mayor Bolivar-Getson raised concerns regarding the change in the budget for Utilities. The Mayor wants to make sure that it remains accurate and if there are changes to it in the future, that they are recorded in detail in order. Councillor Statton asked where the revenue portion of utilities that the Library & the TOB are recorded. They are recorded in the Library Rental Agreement. Mayor Mitchell went through the details & formula on how the fees are determined. Discussion held and Tammy Crowder advised that there is a scheduled 3% increase in the lease annually. Tom MacEwan had a question regarding the negative amount in Events. It was determined that this is due to the Community Days that we've had where they were not sponsored or paid for by anyone else.

Capital Budget: Councillor Moore asked a question regarding the EV car chargers and whether or not we have applied for the grant yet. Janette advised that the grant application just opened on March 1 and they're in the process of applying. Discussion held on if there are other possible grants available that we should be looking into that & getting them rolling. The budgeted grant is at \$45,000 and if we do not get that amount, we will have to discuss the capital given from MODL & TOB at that time (whether to increase it or not). Janette went through the change in the roof investigation amount and the grant that may be available. Because this is something that will happen regardless of if we get the grant or not, the budget for each municipality was changed to reflect the amount without the grant (from \$7500 each to \$12500). Aquatic tiles will need to be repaired/replaced this year for sure. However, if we do not get the grant for this, Janette advised that we could do a smaller portion of the repair at this time. Janette went through the needs that are included in the numbers for office/meeting/furniture. Discussion held on what is needed at the LCLC and possible alternative ways/places to purchase this furniture; trying to find savings elsewhere so that we can purchase more galleria furniture. Janette suggested that we don't really need to do the investigation into the galleria tile issues, we really just need to do the spot repairs as required. Discussion held on the final details of the whole capital budget & what is actually being voted on. It was confirmed that what would be approved is the columns of MODL & TOB capital as set out and not the total with the grant \$ added in. Further discussion was had on having better reporting on capital expenditure at least quarterly so that the municipalities know that the money allocated for certain items has in fact been spent on those items; or if there need to be any adjustments, that discussions are held prior to the adjustments/different spending happens. After going through all detailed projects, we went back to the gallerias need for additional furniture and the possibility of gaining the extra funds from nixing the tile investigation. Mayor Mitchell went through & summarized the details of the budget for each municipality. Janette went through and highlighted what project is grant dependent wholly and what are grant dependent partially.

Motion to recommend to both councils the total operating budget of

\$2,823,020.00 with a municipal contribution of \$725,700.00 and total capital budget of \$361,768.00 with a municipal contribution of \$134,061.00 per unit, made by Councillor Tanner, seconded by Councillor Statton. Carried

4. **Adjournment** – Motion to adjourn at 1:32 made by Councillor Moore, seconded by Councillor Colwell. Adjourned