

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

Held in the meeting room, LCLC
Thursday February 22, 2024 at 5:30 p.m.

Attendance

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Councillor Cathy Moore
Tom MacEwan, CAO

Town of Bridgewater

Mayor David Mitchell
Councillor Stacey Colwell
Councillor Andrew Tanner

LCLC

Janette Hubka, General Manager

Staff Present

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

1. **Call to Order** – Meeting called to order by Chair Mayor Mitchell at 5:30.
2. **Information Sharing (Questions by board members and attending members of the public)** - None
3. **Approval of Agenda** – Mayor Mitchell advised that the draft budget will be removed from the agenda. There may be a special meeting called to go over the agenda when ready. Mayor Bolivar-Getson requested to add Staffing and Alternate Location to the agenda.

Motion to approve the agenda as amended made by Councillor Tanner, seconded by Councillor Moore. Carried.

4. **Approval of Minutes:** January 2024

Motion to approve the minutes of the January 2024 meeting made by Mayor Bolivar-Getson, seconded by Councillor Colwell. Carried.

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

- 5.1 Sound System: Regarding the most recent complaint, it was part user error and part system error. Discussion held regarding how to best go

forward to improve the system for everyone and make it more reliable when being used by a wide range of people. Janette advised that she has contacted the provider again and they will be making more adjustments to the system that should hopefully put an end to the issue.

- 5.2 Solar System: Janette has followed up with regard to the use/non-use of the solar panels. She went through the scope of the ICIP grant received for the entire project, which the solar was a part of, and the order in which things were to be done. The solar panels came online in January. The efficient upgrades (another part of the ICIP funding) has now entered the phase of doing data logging which will be completed in July. Discussion held on this, and the costs of everything now as compared to what we thought it would be or were told it would be when this project began. It was confirmed that we have baseline, and with doing the data logging now, we will be able to assess the costs with full data when they're available in July.

6. Correspondence - None

7. New Business –

- 7.1 Renewal of Auditor: We received one bid applying for auditor position, which was from our current auditor. There is a significant increase from our old contract - \$22,435.00 for year 1, \$24,525.00 for year 2 & \$25,550.00 for year 3. Discussion held on this bid & the details therein.

Motion made by Councillor Tanner to award the bid as presented to Grant Thornton, seconded by Councillor Moore. Carried. Mayor Bolivar-Getson stepped away from this new business due to a conflict of interest.

- 7.2 Staffing & Alternate Location: Regarding the Lumberjack games, attendance has been continually rising, with the last game attendance standing at around 600 people. Mayor Bolivar-Getson feels we are currently not staffed to handle this volume, and that we need to change something as we are losing potential revenue due to the long line ups to get anything at the concession stand. Mayor Bolivar-Getson suggested that we perhaps open up another concession or ask Fancy Pants to open also. Janette advised that they are having challenges with staff and she is trying to address these issues. It was again suggested to open up the second concession on the other side and perhaps hire some students to fill those roles. Janette will try to have this happen asap and hopefully try to resolve some of this by this Saturday, but for sure in time for future games.

8. Information/Updates -

- 8.1 General Manager's Monthly Report – Included in package sent out. No questions arose. Feedback that the 'traffic counter' is really good

information to have. Janette briefly went through the other new metrics she has introduced.

8.2 Aged Receivable – Included in package sent out. Accepted as sent out.

8.3 Financial Statements – Included in package sent out. Question by Councillor Colwell as to why the Active Living was down in revenue by quite a bit. Janette will dive deeper into this and report back. Discussion was held on the facilities deficit and how to handle this with budgeting going forward.

Janette will have the draft Operating budget to the board by March 1st and the budget meeting will be scheduled for March 5th at 5:30. The Capital budget will be drafted by March 7th.

- Motion to receive the financial statements made by Councillor Tanner, seconded by Councillor Moore. Carried.

9. **Next Regular Meeting – Thursday, March 21, 2024 at 5:30 pm**

10. **In Camera** - Motion to go in camera made by Mayor Bolivar-Getson, seconded by Councillor Moore. Carried

Motion to rise & report made by Councillor Tanner, seconded by Councillor Moore. Carried

11. **Adjournment** – Motion to adjourn at 7:01 made by Councillor Tanner , seconded by Mayor Bolivar-Getson. Adjourned