

**Queens Place Emera Centre (“QPEC”)
Board of Directors Meeting Minutes
January 10, 2019**

- PRESENT:** Michael Anthony.....Chairperson
Tori Benedict
Larry Cochrane
Greg Thorbourne
Hubert Rodden
Susan MacLeodCouncillor, District 4
- STAFF:** Meaghan Roberts.....Recreation & Healthy Communities
Dana Henley.....Recreation & Healthy Communities
- REGRETS:** Gilbert Johnson Councillor, District 7
Stew Horton Vice-Chairperson

1.0 CALL TO ORDER / WELCOME

Michael Anthony called the meeting to order at 6:00 pm. Board Members were given a tour and brief explanation of how the ice plant and heat/cooling system in the facility work.

2.0 CHANGES / APPROVAL OF THE AGENDA

Motion put forward to approve the agenda as circulated by Hubert Rodden, and seconded by Greg Thorbourne. Motion carried unanimously.

3.0 APPROVAL OF MINUTES

Motion put forward to approve minutes as circulated by Hubert Rodden, seconded by Tori Benedict. Motion carried unanimously.

4.0 BUSINESS ARISING FROM THE MINUTES

4.01 Farmer’s Market at Queens Place Emera Centre (update)

Meaghan Roberts spoke with Paul Saunders, chairs of the Farmer’s Market. Their annual general meeting will be taking place Sunday, March 12, 2019.

Available space for the market along with dimensions are ready to be sent. The Compliance Officer from Alcohol and Gaming Division has been contacted and we are awaiting a response. The Snug operators will be contacted once the Market organizers have expressed interest from their vendors and more information is available. Meaghan Roberts has information on the Christmas Market held at the Lunenburg County Lifestyle Centre (LCLC) and the fees associated for their Market.

4.02 Financials and Facility Statistics (review)

November financials were reviewed.

Meaghan Roberts gave a brief summary of existing budget work, including the following:

- Year-end projections for 2018-19 budgets have been requested by the RQM Finance Department from all departments;
- QPEC revenues are on track to meet budget projections
- QPEC expenses are on track to be within budget projections

Facility Statistics were distributed for December and briefly reviewed.

4.03 Policy 79: Queens Place Emera Centre – Facility Usage – Not For Profit Community Groups

Additional modifications will be required to Policy 79 to exclude political parties and unions. Discussion ensued regarding wording modifications. It was the consensus of the QPEC BOD to seek advice on the wording to have all political parties, unions, their subsidiaries excluded from the policy.

Further amendments to the policy were discussed regarding the use of the full room and kitchen.

Item 79.03 will be amended to read:

If the full community room is required, regular rental rates will apply for the booking.

Items 79.06 and 79.07 language amendments will be made to reflect current management structure titles.

Item 79.08 will be amended to read:

Each group shall be responsible to sign out the key at the Customer Service Desk, set up and take down any chairs or tables that are required.

Larry Cochrane left the meeting at 6:53 pm.

The amended policy will be brought back to the BOD for recommendation to Council.

4.04 Ice Programmer

Michael Anthony reviewed a discussion paper to have the RQM MPAL pilot on ice activities during non-primetime hours. Discussion ensued.

An amendment was made to the second paragraph of discussion paper to read:

Under the direction and supervision of the Director of Recreation and Healthy Communities and reporting to the BOD....

Motion put forward to move forward with the ice programming pilot as amended by Greg Thorbourne, and seconded by Hubert Rodden. Motion carried with 4 for and 1 against.

4.05 Budget Review (update)

Budget review meetings are scheduled for Wednesday, January 16th and Thursday, January 24th from 12noon to 1:30 pm. Any recommendations from the Board will be forwarded to Council.

Meaghan Roberts will request copies of power bills for QPEC for the summer months for review.

5.0 DISCUSSION

5.01 Seasonal Arena Usage Review

Question was brought forward, if the Board would like to continue to consider ice removal in summer months after having the tour of the ice plant and explanation of how the facility's systems work earlier in the meeting. It was consensus that further discussions were warranted with the possibility of having a consultant engaged to give a cost analysis of removing the ice, and to further discuss the possibility of having ice covering down for an extended period of time.

5.02 QPEC Policy & Guidelines Review

This item was tabled to the next meeting for discussion.

5.03 Recreation For All Policy

This item was tabled to the next meeting for discussion.

6.0 IN CAMERA

It was moved by Hubert Rodden and seconded by Greg Thorbourne that the proceedings go In-Camera at 6:37 pm to discuss the following:

6.01 Contract Negotiations

Tori Benedict left the meeting at 7:55 pm.

It was moved by Greg Thorbourne and seconded by Councillor MacLeod that the proceedings exit In-Camera at 8:19 pm.

7.0 ADJOURN

It was moved by Hubert Rodden and seconded by Greg Thorbourne that the meeting be adjourned at 8:19 pm.

Motion carried unanimously.

Michael Anthony, Chairperson

Date Approved