

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

- PRESENT:** Michael Anthony.....Chair
Sylvia Hurley
Greg Thorbourne
Hubert Rodden
Gilbert Johnson.....Councillor, District 7
Raymond Fiske.....Councillor District 6
- STAFF:** Meaghan Roberts.....Recreation & Healthy Communities
Dana Henley.....Recreation & Healthy Communities
- REGRETS:** Stew Horton

1.0 CALL TO ORDER / WELCOME

Michael Anthony called the meeting to order at 6:00 pm.

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 Greg Thorbourne. Motion carried unanimously.

4.0 BUSINESS ARISING FROM THE MINUTES

4.01 Board of Director Appointments

Sylvia Hurley, Community Representative, and Councillor Raymond Fiske, Council Appointee were both welcomed to the Board of Directors as new appointees for a two year term. Board members introduced themselves. Michael Anthony, on behalf of the Board, thanked Larry Cochrane, Tori Benedict, and Councillor Susan MacLeod for their contributions and dedication during their respective terms on the Board of Directors.

There are currently two vacancies available to fill on the Board of Directors and youth are encouraged to apply. Another Expression of Interest has been advertised and closes July 26, 2019.

4.02 Financials, Facility Statistics and Budget

Facility statistics were distributed for review. It was asked if a demographic breakdown of the stats could be provided. Meaghan Roberts advised that this is what a management program would help to provide for the facility and the IT Manager is researching programs.

Discussion was held regarding potential changes to the format in which the financials are produced. The board would like to see monthly projections compared to actuals. Staff will review to determine if this is a format that can be provided.

4.03 Ice Programming (update)

Additional ice programming during non-prime time has taken place with the Stick and Puck program evolving from a RQM lead initiative to being taken over by volunteers. Next meeting Michael Anthony will lead a brainstorming session for more suggestions for ice use. Board members are asked to come with any suggestions they may have or have heard of from the public.

4.04 Physical Activity Strategy – Expression of Interest

The current physical activity strategy needs to be updated and Region of Queens is seeking two citizen representatives to sit on the Physical Activity Strategy Steering Committee. The timeline for the wind-up of the committee is December 2019.

5.0 DISCUSSION

5.01 Board of Directors Overview

Michael Anthony reminded all the Board Members that topics and all discussion held in-camera at Board Meetings is strictly confidential.

Michael Anthony will follow up to see if members should be signing a confidentiality agreement.

5.02 Food and Beverage Operations Update

Meaghan Roberts advised that the RFP was posted and closes July 19, 2019. The RFP Committee will review and score the proposals received and return to the Board on August 6th for an In-Camera discussion of the proposals. A tour of the facility was given to interested proponents on Monday, July 8, 2019.

Discussion ensued regarding food and beverage services during the upcoming Hank Snow Tribute being held at QPEC.

6.0 IN CAMERA

It was moved by Hubert Rodden and seconded by Councillor Fiske that the proceedings go In-Camera at 6:49 p.m. to discuss the following:

- 6.01 Contract Negotiations**
- 6.02 Contract Negotiations**
- 6.03 Contract Negotiations**
- 6.04 Contract Negotiations**

It was moved by Councillor Johnson and seconded by Greg Thorbourne that the proceedings exit In-Camera at 7:32 p.m.

It was moved by Greg Thorbourne and seconded by Councillor Johnson that the Queens Place Board of Directors recommend to the Council of Region of Queens Municipality that a high grade washer dryer unit be purchased for the facility. And that it be installed in the Zamboni room before August 31, 2019.

Motion carried unanimously.

Next meeting date is Tuesday, August 6, 2019 at 6 pm in the Queens Place Emera Centre, Sobey Foundation Board Room.

7.0 ADJOURN

It was moved by Councillor Fiske and seconded by Hubert Rodden that the meeting be adjourned at 7:35 p.m. Motion carried unanimously.

Michael Anthony, Chairperson

Date Approved