

Rath Eastlink Community Centre

**Meeting #120
4:30 PM April 16, 2024
Boardroom, RECC**

Members Present:

Bill Mills, Mayor, Town of Truro
Wayne Talbot, Councillor, Town of Truro
Christine Blair, Mayor, Municipality of Colchester (left @5:29 pm)
Wade Parker, Councillor, Municipality of Colchester (left @ 5:35 pm)
Duane Rath, Citizen Representative, Colchester
Joanne McRae, Citizen Representative, Colchester – Vice Chair
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Patrick Dunn, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester

Staff Present:

Matt Moore, General Manager, RECC
Mike Dolter, CAO, Town of Truro
Suzanne Graham, Recording Secretary, Municipality of Colchester

Regrets:

Amy Atkinson, Citizen Representative, Town of Truro
Justin Blaauwendraat, Citizen Representative, Truro
Ellen Marshall, Citizen Representative, Town of Truro
Dan Troke, CAO, Municipality of Colchester

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 4:39 PM.

Approval of Agenda:

The agenda was circulated for review. It was requested that items #4 and #5 be switched so that Colchester Council members could be in attendance for the budget discussion.

**Moved by Bill Mills
Seconded by Joanne McRae**

“That the agenda be approved as amended.”

Motion Carried.

Approval of Minutes:

Minutes #119 from the meeting held on February 28, 2024 were circulated for review.

**Moved by Joanne McRae
Seconded by Duane Rath**

“That the minutes from Board Meeting #119 be approved as presented.”

Motion Carried.

Correspondence:

An email has been received from the swim club, who are requesting the RECC purchase a pool timing system, which would cost about \$100,000. The club referenced the investment the RECC has put into the arena score clock and the upcoming stampede events. Matt responded to the email stating that most pools now use an app that allows users to see swim times. The swim club would like to hold national events, which requires a timing system. However, the RECC could rent this equipment when required. At this time, the facility will not be purchasing the timing system.

General Manager's Report

Matt presented the 2024/2025 Operating Budget to the Board. Highlights included:

- Less ice rental revenue is expected due to the stadium reopening this fall.
- The facility is expecting the advertising and sponsorship revenue to remain about the same, with the potential of an increase if a sponsor for the fitness centre is found.
- Food and beverage revenue is expected to remain consistent this year, however the facility is going to start including staff salaries and benefits in with costs of goods sold.
- The operating grant from the municipal partners will be increasing by \$300,000 this year.
- Other grants amounting to \$85,000 have already been secured for the year.
- The expense for electricity has been increased.
- Salaries and benefits have increased due to the new minimum wage amount and to filling two vacancies from last year.

Matt then briefly reviewed the NSPEC budget. Highlights included:

- Last years budget was \$100,000, for the next five years the budget is \$2 million with no yearly spending limit.
- The facility has already identified some potential sponsors for the venue.
- The large advertising and promotions budget is mostly for a site rebrand.

Matt finished by presenting his monthly GM report. Highlights included:

- The facility is introducing a new brand, Central Nova Scotia Sports and Entertainment, which will encompass both the RECC and the Exhibition grounds.
- RECC staff will be attending Event Atlantic from May 1-3. It will also be announced at this time that the RECC will be hosting the event in 2025.
- Concert rentals have been confirmed for October, November and December.
- There is one more cheer event this weekend, after which the facility is going to look at creating more parking spaces.

Committee Reports:

Finance Committee

Duane presented the February financials to the Board. The facility is in good shape cash flow wise. Membership revenue was \$77,000 for the month which was well over budget. The facility is also seeing an increase in rentals compared to this time pre-covid. Overall, there was a \$35,000 gain for the month.

Infrastructure Committee

Nothing to report.

HR Committee

Nothing to report.

Moved by Bill Mills

Seconded by Wayne Talbot

"That the reports be accepted as presented."

Motion Carried.

Next Meeting:

A doodle poll will be sent out to determine the next meeting date.

Adjournment:

The meeting adjourned at 6:00 pm.

Melani Lane, Chair

Date

Recording Secretary

Date

Rath Eastlink Community Centre

Meeting #121
6:00 PM May 29, 2024
Boardroom, RECC

Members Present:

Bill Mills, Mayor, Town of Truro
Christine Blair, Mayor, Municipality of Colchester
Wade Parker, Councillor, Municipality of Colchester
Amy Atkinson, Citizen Representative, Town of Truro
Duane Rath, Citizen Representative, Colchester
Justin Blaauwendraat, Citizen Representative, Truro Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Patrick Dunn, Citizen Representative, Town of Truro

Staff Present:

Matt Moore, General Manager, RECC
Mike Dolter, CAO, Town of Truro
Suzanne Graham, Recording Secretary, Municipality of Colchester

Regrets:

Wayne Talbot, Councillor, Town of Truro
Joanne McRae, Citizen Representative, Colchester – Vice Chair
Raj Makkar, Citizen Representative, Colchester
Ellen Marshall, Citizen Representative, Town of Truro
Dan Troke, CAO, Municipality of Colchester

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:05 PM.

Approval of Agenda:

The agenda was circulated for review.

Moved by Bill Mills

Seconded by Amy Atkinson

“That the agenda be approved as presented.”

Motion Carried.

Approval of Minutes:

Minutes #120 from the meeting held on April 16, 2024 were circulated for review.

Moved by Wade Parker

Seconded by Duane Rath

“That the minutes from Board Meeting #120 be approved as presented.”

Motion Carried.

General Manager's Report

Matt provided a copy of the Strategic Plan with his report as a refresher to the Board and to show how the facility is working towards the plan's goals. Highlights of the GM Report included:

- Changes have been made to senior management job descriptions and salaries due to their additional responsibilities and workload of taking over management of the exhibition grounds. The additional salary expenses will come from the provincial funding for managing the site.
- Phase 1 of paving at the exhibition grounds is complete, with an asphalt pad being installed. Phase 2 will begin in July and consists of paving paths and roadways on site.
- The ice will be removed at the RECC for about 45 days for various repairs and maintenance. It is expected that the power expense will decrease during this time.
- Ticket sales for the Stampede are at 60% of target.
- Some holiday events have already been confirmed.
- Nothing has been received back from the CRA.

Committee Reports:

Finance Committee

Duane presented the April statements to the Board. Membership revenue was just slightly under budget, but still ahead of this time last year. Rentals were over budget and well ahead of last year. Food and beverage revenue was on budget but the cost of good sold was well over budget. Matt is going to look into this. Power expense was on budget. Part time salaries and benefits were over budget, likely due to staff working additional hours at the exhibition grounds for various events. Overall, there was a gain for the month however it was not as high as budgeted.

Moved by Amy Atkinson

Seconded by Christine Blair

"That the reports be accepted as presented".

Motion Carried.

Next Meeting:

A doodle poll will be sent out to determine the next meeting date.

In Camera:

Moved by Christine Blair

Seconded by Bill Mills

"That the meeting go into closed session at 6:54 pm".

Motion Carried.

Moved by Bill Mills

Seconded by Christine Blair

"That the meeting reconvene in open session at 7:36 pm".

Motion Carried.

**Moved by Christine Blair
Seconded by Wade Parker**

“That the job description for the CEO be approved as described in closed session”.

Motion Carried.

**Moved by Christine Blair
Seconded by Duane Rath**

“That the salary compensation for the CEO be approved as described in closed session”.

**Wade Parker opposed.
Motion Carried.**

Adjournment:

The meeting adjourned at 7:38 pm.

_____	_____
Melani Lane, Chair	Date
_____	_____
Recording Secretary	Date

Rath Eastlink Community Centre

Meeting #122

6:00 PM August 7, 2024

Boardroom, RECC

Members Present:

Bill Mills, Mayor, Town of Truro
Christine Blair, Mayor, Municipality of Colchester
Amy Atkinson, Citizen Representative, Town of Truro
Duane Rath, Citizen Representative, Colchester
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Patrick Dunn, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester

Regrets:

Wade Parker, Councillor, Municipality of Colchester
Wayne Talbot, Councillor, Town of Truro
Justin Blaauwendraat, Citizen Representative, Truro
Joanne McRae, Citizen Representative, Colchester – Vice Chair
Ellen Marshall, Citizen Representative, Town of Truro
Dan Troke, CAO, Municipality of Colchester
Mike Dolter, CAO, Town of Truro

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:00 PM.

Approval of Agenda:

The agenda was circulated for review.

Moved by Amy Atkinson

Seconded by Bill Mills

“That the agenda be approved as presented.”

Motion Carried.

Approval of Minutes:

Minutes #121 from the meeting held on May 29, 2024 were circulated for review.

Moved by Duane Rath

Seconded by Amy Atkinson

“That the minutes from Board Meeting #121 be approved as presented.”

Motion Carried.

General Manager's Report

Matt presented his report to the Board. Highlights included:

- Overall, the facility is happy with membership numbers, although the summer is a bit of a slower period.
- Lately, there has been reduced programming due to changes in leadership.
- The arena closure is complete and ice has been reinstalled. Rentals are full again and the Bearcats will be back on the ice in a couple weeks.
- An update on major events. The facility is the rain location for the Millbrook Pow Wow this weekend. RECC Staff visited the Calgary Stampede and are looking forward to hosting a couple Calgary Stampede Board members to our stampede in September.
- An update on potential future events.
- The RECC has submitted their recommended upgrades to the Province for next year at the exhibition grounds.
- The multistack project is underway. The design phase should start in August/early September, tender should go out in September/October and would be awarded in November/December.

Committee Reports:

Finance Committee

Duane presented the June statements to the Board. A new VP Of Finance has been on site for about 5 weeks now. The financial statements are still a work in progress. The capital reserve numbers look strange due to the purchase of sea containers, the cost of which will be reimbursed with government grants. The high food and beverage inventory is from the ex grounds, but the VP of Finance is going to look into this as it has been an issue in the past. Overall, the loss for the month was higher than budgeted.

Moved by Christine Blair

Seconded by Raj Makkar

"That the reports be accepted as presented".

Motion Carried.

Next Meeting:

A doodle poll will be sent out to determine the next meeting date.

In Camera:

Moved by Christine Blair

Seconded by Amy Atkinson

"That the meeting go into closed session at 6:43 pm".

Motion Carried.

Moved by Christine Blair

Seconded by Amy Atkinson

“That the meeting reconvene in open session at 7:20 pm”.

Motion Carried.

Adjournment:

The meeting adjourned at 7:21 pm.

Melani Lane, Chair

Date

Recording Secretary

Date

Rath Eastlink Community Centre

Meeting #123

5:00 PM November 20, 2024

Boardroom, RECC

Members Present:

Cathy Hinton, Mayor, Town of Truro
Amy Atkinson, Citizen Representative, Town of Truro
Duane Rath, Citizen Representative, Colchester
Justin Blaauwendraat, Citizen Representative, Truro
Joanne McRae, Citizen Representative, Colchester – Vice Chair
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Patrick Dunn, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester
Wayne Talbot, Councillor, Town of Truro

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester
Dan Troke, CAO, Municipality of Colchester
Mike Dolter, CAO, Town of Truro

Regrets:

Wade Parker, Councillor, Municipality of Colchester
Ellen Marshall, Citizen Representative, Town of Truro
Christine Blair, Mayor, Municipality of Colchester

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 5:05 PM.

Approval of Agenda:

The agenda was circulated for review.

Moved by Raj Makkar

Seconded by Justin Blaauwendraat

“That the agenda be approved as presented.”

Motion Carried.

Review of Draft Audited Statements:

Laura MacLaughlin from Doane Grant Thornton was present to provide a high level overview of the financial statements.

One of the main changes to the statements this from last year, is that the facility is now considered a “going concern”. This is disclosed in Note 2 of the statements and is due to a decision from the CRA that the facility was not entitled to receive the CEWS money that it was given during Covid and therefore that money needs to be paid back. The facility is currently fighting the decision, but this could take up to a couple years.

The statement of operations also has a small change. There is a new revenue account, event management, which is where revenue from the Provincial Exhibition grounds will go.

Overall, the statements show a deficit for the year.

Moved by Duane Rath

Seconded by Joanne McRae

“That the draft financial statements be accepted as presented”.

Motion Carried.

Approval of Recommended Board Applicants:

As the terms of three current members are up, the RECC has advertised for citizen representatives and has the names of the replacement members, as well as a short background, here tonight.

Moved by Joanne McRae

Seconded by Raj Makkar

“That the Board recommends to the Town and County Councils that Brennan Gillis, Susan Cook and Shali Manuel be appointed to the Board”.

Motion Carried.

Adjournment:

The meeting adjourned at 5:31 pm.

Melani Lane, Chair

Date

Recording Secretary

Date

Rath Eastlink Community Centre

Meeting #124

6:00 PM December 17, 2024

Boardroom, RECC

Members Present:

Christine Blair, Mayor, Municipality of Colchester
Cathy Hinton, Mayor, Town of Truro
Sherry Martell, Councillor, Municipality of Colchester
Wayne Talbot, Councillor, Town of Truro
Brennan Gillis, Citizen Representative, Colchester
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Shali Manuel, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester
Joanne McRae, Citizen Representative, Colchester – Vice Chair

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester
Dan Troke, CAO, Municipality of Colchester

Regrets:

Justin Blaauwendraat, Citizen Representative, Truro
Patrick Dunn, Citizen Representative, Town of Truro
Mike Dolter, CAO, Town of Truro

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:04 PM.

Approval of Agenda:

The agenda was circulated for review. An additional piece of correspondence was added to the agenda.

Moved by Joanne McRae

Seconded by Raj Makkar

“That the agenda be approved as amended.”

Motion Carried.

Approval of Minutes

Minutes # 122 from the meeting held on August 7, 2024 and minutes # 123 from the meeting held on November 20, 2024 were circulated in the package.

Moved by Wayne Talbot

Seconded by Cathy Hinton

“That the minutes from Board meetings #122 and #123 be accepted as presented”.

Motion Carried.

Correspondence:

A letter was received from the swim club, again requesting a new timing clock for the pool. This request has been discussed in the past as well. At this time the facility does not have the money for a new clock, but they are open to looking into the need for one in the future. Discussion was held on the need for a timer, and whether or not the swim club would be missing out on holding events due to not having the proper equipment. Matt stated that some groups actually do not want the times posted but there are probably two events a year that would require this kind of clock. In the past a clock would be rented for these events.

A letter was received from the Municipality of Colchester advising that the facility was in violation of the operating agreement and that the County expects the society to honour all terms of the operating agreement.

A letter was received from the Municipality of Colchester approving the RECC's request to advance the next quarterly payment, but also asking what steps the facility is taking to rectify their cashflow issues.

A letter was received from the Town of Truro approving the RECC's request to advance the next quarterly payment, but also asking for a presentation from the facility on how they plan to prevent this from happening in the future.

Election of Officers:

Chair Melani Lane requested that anyone interested in the position of Vice Chair put their name forward to her before the next meeting.

CEO's Report:

Matt presented his report to the Board, using the strategic plan as a guideline.

Build strong communities: Membership numbers are up to 2,372 which is up 4% from last December. Between all the society's social media (RECC, NSPEC and the NS Stampede) they have over 100,000 followers. Third party recreational programming is occurring at the exhibition grounds. A partnership has been created with the Colchester Food Network to use an acre of land at the exhibition grounds to harvest fresh produce.

Elevate event attraction and hosting: the Nova Scotia Stampede resulted in a \$50,000 surplus for the society. They have secured the rights to host the 2025 World Under 17 Challenge. They are also working on trying to broaden hosting opportunities at the NSPEC.

Enable us to preform our best: The facility is looking into arena naming rights. Further engagement with MCW regarding their re-design of the heating and cooling system. Management requests further clarification of the level of service that is expected by core stakeholders.

Cultivate a great place to work and volunteer: The facility is focusing on staff succession planning, professional development and growth.

Moved by Cathy Hinton
Seconded by Joanne McRae

"That the CEO's report be accepted as presented".

Motion Carried.

Moved by Sherry Martell
Seconded by Joanne McRae

"That a letter be sent to the municipal units requesting a review of the naming rights agreement".

Motion Carried.

Committee Reports:

Finance Committee:

A draft letter to the municipal units was circulated. This letter is request that the municipalities pay the CRA the amount that is currently owing, charging the RECC a small amount of interest. If the society was to be successful in their case against the CRA, they would repay the municipalities. If the society was not successful, then according to the CRA the municipalities would be responsible for covering this amount anyway.

At this point in the meeting (7:35) Raj Makkar leaves.

Joanne provided a quick overview of the September and October financial statements. There are now income statements being done for each the RECC and the NSPEC, as well as a consolidated statement.

At this point in the meeting (8:01) Wayne Talbot leaves.

Moved by Joanne McRae
Seconded by Brennan Gillis

"That the Board write a letter to the municipal units request a loan to cover the amount that is currently owed to the CRA".

Motion Carried.

Building Committee:

A letter was received from the building committee chair providing an update on the HVAC system.

Moved by Cathy Hinton
Seconded by Brennan Gillis

“That the committee reports be accepted as presented”.

Motion Carried.

New Committee:

The Executive Committee feels that a new ad hoc committee, the Governance and Development committee, would be beneficial in ensuring future sustainability. Potential TOR were circulated to the Board.

Moved by Joanne McRae

Seconded by Brennan Gillis

“That the Governance and Development Committee be formed, in principle, with the TOR that have been circulated with the amendment to alter the number of members to either 5 or 7”.

Motion Carried.

Adjournment:

The meeting adjourned at 8:27 pm.

Melani Lane, Chair

Date

Recording Secretary

Date

Rath Eastlink Community Centre

Meeting #125

6:00 PM January 28, 2025

Boardroom, RECC

Members Present:

Christine Blair, Mayor, Municipality of Colchester
Cathy Hinton, Mayor, Town of Truro
Sherry Martell, Councillor, Municipality of Colchester
Wayne Talbot, Councillor, Town of Truro
Brennan Gillis, Citizen Representative, Colchester
Justin Blaauwendraat, Citizen Representative, Truro
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Shali Manuel, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester
Joanne McRae, Citizen Representative, Colchester – Vice Chair

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester
Dan Troke, CAO, Municipality of Colchester
Mike Dolter, CAO, Town of Truro

Regrets:

Patrick Dunn, Citizen Representative, Town of Truro

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:05 PM.

Approval of Agenda:

The agenda was circulated for review and a closed session personnel item was added as 7(b).

Moved by Christine Blair

Seconded by Raj Makkar

“That the agenda be approved as amended.”

Motion Carried.

Approval of Minutes

Minutes # 124 from the meeting held on December 17, 2024 were circulated in the package. Discussion was held on the motion for accepting the reports. The motion stated that the reports were accepted as presented but there were errors in the Building Committee report as discussed that night. The motion was amended to accept the Finance committee report and to receive the Building Committee report, with errors.

Moved by Brennan Gillis

Seconded by Cathy Hinton

“That the minutes from Board meetings #124 be accepted as amended”.

Motion Carried.

CEO's Report:

Matt presented his report to the Board, using the strategic plan objectives.

Build strong communities: Member numbers are up 165 since the last meeting which is somewhat expected this time of year. There is a member appreciation event scheduled for the end of this fiscal year. The facility has submitted an application to the Federal Youth Mental Health Fund. United Way Maritimes, the Hospital Foundation and the Town of Stewiacke are looking at ways to support the Stampede. The facility is reaching out to partners to see who might be interested in hosting a pre-competition camp or an exhibition game for the World u17 Competition.

Elevate event attraction and hosting: There have been significant media inquiries on the Stampede as a result of the economic impact reports. The RECC and the Rustic Table recently held a sold out event. Recently confirmed events include a Stihl Timbersports event and a monster truck rally. ACOA and the province are currently evaluating the cost of portable bleachers as a capital investment opportunity. The solution for a pool timing clock may be a portable, weather resistant LED wall. The total cost for that would be around \$35,000. Matt participated in the STEP program and public consultation process for the marketing levy and feels there are some gaps in the final report. The next meeting is scheduled for February.

Enable us to perform our best: The facility is working on reestablishing revenue in the face of rising operational costs. Management has requested that the municipal partners allow the facility to sell the naming rights to the arena. Increased operational grants are being requested by the RECC to allow for the rising maintenance costs of current infrastructure. The pool dehumidifier and the multistack are beyond their operational lifespan, causing higher maintenance costs.

Cultivate a great place to work and volunteer: It is expected that fiscal 25/26 will allow the facility to establish an operational baseline so that management can seek financial solutions to help offset the additional expenses to grow and develop the NSPE grounds.

Committee Reports:

Finance Committee:

As per the action item from the last meeting, a letter was sent to both municipal partners requesting a repayable grant to cover the amount owing to the CRA while the investigation is ongoing.

Joanne presented the November financials to the Board. There has been some changes in the Finance Department but the team is once again fully staffed. The cancelled Paula Abdul concert is still skewing some of the

numbers on the November statements. Total revenue for the month was above budget but so were expenses. Finance is going to start breaking down grant revenue and splitting it between the RECC and the NSPE grounds. The facility is starting to look at new accounting software since the current provider will be shutting down in the coming years. Management is expecting the year end audit to cost more this year due to the Stampede. The Board needs to have a discussion on whether they would like to go through with an audit or if they would rather complete a review, which is not as expensive or as in depth as an audit. The municipal partners would need to agree to the change as well. After hearing from the CAOs and Councillors in attendance the Board agrees to get a quote on a review as a first step. An update on staffing was provided on request. Brad is back with the organization as the CFO. Duane Rath has been added to the Finance Committee as a citizen representative.

- Building Committee:

Nothing to report.
- Governance and Development Committee:

There is a meeting scheduled for tomorrow. More information will be available at the next Board meeting.
- Next Meeting:

A doodle poll will be sent around to schedule the next meeting.
- Joint Council Meeting Date:

Two dates are currently being discussed, February 24 and 25.
- In Camera Personnel Matter:

Moved by Brennan Gillis
Seconded by Justin Blaauwendraat

"That the meeting go into closed session at 7:25 pm."

Motion Carried.

Moved by Christine Blair
Seconded by Cathy Hinton

"That the meeting reconvene in open session at 7:51 pm."

Motion Carried.
- Adjournment:

The meeting adjourned at 7:52 pm.

_____	_____
Melani Lane, Chair	Date
_____	_____
Recording Secretary	Date

Rath Eastlink Community Centre

**Meeting #126
6:30 PM February 26, 2025
Boardroom, RECC**

Members Present:

Christine Blair, Mayor, Municipality of Colchester
Cathy Hinton, Mayor, Town of Truro
Sherry Martell, Councillor, Municipality of Colchester
Brennan Gillis, Citizen Representative, Colchester
Justin Blaauwendraat, Citizen Representative, Truro
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Joanne McRae, Citizen Representative, Colchester – Vice Chair
Patrick Dunn, Citizen Representative, Town of Truro

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester
Dan Troke, CAO, Municipality of Colchester
Mike Dolter, CAO, Town of Truro

Regrets:

Wayne Talbot, Councillor, Town of Truro
Shali Manuel, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:32 PM.

Approval of Agenda:

The agenda was circulated for review and a correspondence item was added as item 5(a).

**Moved by Sherry Martell
Seconded by Cathy Hinton**

“That the agenda be approved as amended.”

Motion Carried.

Approval of Minutes

Minutes # 125 from the meeting held on January 28, 2025 were circulated in the package. Discussion was held on the Governance and Development Committee report. It was mentioned that committee did not have a meeting the following day as stated in the draft minutes.

**Moved by Brennan Gillis
Seconded by Sherry Martell**

“That the minutes from Board meetings #125 be accepted as amended”.

Motion Carried.

CEO's Report:

Matt presented a verbal report to the Board, highlighting items he planned to include in his report to the municipal councils.

- Operating expenses have grown since the facility opened.
- Maintenance and repair costs have increased as the facility has aged.
- Audit fees have increased as the facility grew.

These costs, as well as others, equate to expenses in excess of \$1.5 m, which is why the society would like to see the operating grant to be increased from \$1.2m to \$1.5m. With a projected revenue of \$8 m next fiscal, this would mean the operating grant would account for less than 20% of overall revenue, which the society feels is a reasonable number.

Other information provided included:

- The facility will be removing the ice for the summer season, but plan to have various sports courts in the arena at that time.
- The society has several large events planned for the next fiscal year including the under 17 hockey tournament and the 2nd Annual Nova Scotia Stampede.
- The society is hopeful they will receive a portion of the marketing levy funds to help cover some of the less busy times.
- The facility is hoping to take over the naming rights agreement for the arena from the municipal partners.
- The lease with the health authority is up for renewal soon.
- The society is still working on separating the RECC financials from the ex grounds financials. We are just over 30 days away from 1 year of operating the ex grounds. An annual report to Councils is expected on the first year.

Committee Reports:

Finance Committee:

Joanne presented the December financials to the Board. Overall, the society is in a good cash position with no immediate cash flow issues. Total revenue is currently under budget and the month overall had a loss of \$53,000. Expenses are also under budget, mirroring the revenue. Finance is working on separating the RECC budget from the Exhibition budget. Wage and grant allocations are the biggest issues in doing this currently. Discussion was held on the Province requiring the society to have the restaurant open on the exhibition grounds, and whether or not they are providing enough money to offset those costs during the slow season.

Building Committee:

Pat provided an update on the committee. Earlier this week they had a presentation from MCW for the multistack. The Building Committee recommends that the Board approve this project and have staff make the request of Council to advance the money and move forward. Clarification was sought on the actual installation of the multistack and the fact that an RFP should be issued for that. It was confirmed that MCW was doing the design and project management only and that an RFP will be issued for the installation.

Governance and Development
Committee:

The committee will meet on March 6 and hope to have a full report at the next meeting. The names of the committee members was requested and are as follows: Joanne, Sherry, Melani and citizen reps Steve Johnston and Duane Rath.

HR Committee:

Nothing to report.

Correspondence:

An application for a citizen rep to fill the empty Town of Truro position has been received. This person has previously assisted the Board with an HR issue. The application will be sent to Town Council to make a decision.

Moved by Brennan Gillis

Seconded by Justin Blaauwendraat

“That the RECC Board recommends to the Town of Truro that Grace Holmes be appointed to the RECC Board of Directors”.

Motion Carried.

Moved by Cathy Hinton

Seconded by Brennan Gillis

“That the reports be accepted as presented”.

Motion Carried.

In Camera:

Moved by Joanne McRae

Seconded by Sherry Martell

“That the meeting go into closed session at 7:39 pm.”

Motion Carried.

Moved by Christine Blair

Seconded by Sherry Martell

“That the meeting reconvene in open session at 8:20 pm.”

Motion Carried.

Next Meeting:

A doodle poll will be sent out.

Adjournment:

The meeting adjourned at 8:21 pm.

Melani Lane, Chair

Date

Recording Secretary

Date

Rath Eastlink Community Centre

Meeting #127

6:30 PM March 26, 2025

Boardroom, RECC

Members Present:

Cathy Hinton, Mayor, Town of Truro
Sherry Martell, Councillor, Municipality of Colchester
Wayne Talbot, Councillor, Town of Truro
Brennan Gillis, Citizen Representative, Colchester
Grace Holmes, Citizen Representative, Town of Truro
Justin Blaauwendraat, Citizen Representative, Truro
Melani Lane, Citizen Representative, Municipality of Colchester - Chair
Patrick Dunn, Citizen Representative, Town of Truro
Raj Makkar, Citizen Representative, Colchester
Shali Manuel, Citizen Representative, Town of Truro

Staff Present:

Matt Moore, General Manager, RECC
Suzanne Graham, Recording Secretary, Municipality of Colchester
Dan Troke, CAO, Municipality of Colchester
Mike Dolter, CAO, Town of Truro

Regrets:

Christine Blair, Mayor, Municipality of Colchester
Joanne McRae, Citizen Representative, Colchester – Vice Chair

Call to Order:

The meeting was called to order by Melani Lane, Chair, at 6:30 PM.

Approval of Agenda:

The agenda was circulated for review and a closed session item was added as item 6(b).

Moved by Raj Makkar

Seconded by Brennan Gillis

“That the agenda be approved as amended.”

Motion Carried.

Approval of Minutes

Minutes # 126 from the meeting held on February 26, 2025 were circulated in the package.

Moved by Raj Makkar

Seconded by Sherry Martell

“That the minutes from Board meeting #126 be accepted as presented”.

Motion Carried.

Correspondence:

A letter was sent to the Board from both municipal partners expressing financial and governance concerns.

The RECC Board Executive will be meeting with the CAO's on Friday.

CEO's Report:

Matt presented his report to the Board. Highlights included:

(1) Build Strong Communities:

- \$15,000 rural mental wellness grant has been approved by the Province
- United Way Maritimes will be hosting four fundraising events in partnership with the Nova Scotia Stampede. The Hospital Foundation will also host two events
- The 10th Annual Event Atlantic Summit is happening in Truro for the first time, from September 16-18
- The U17 Legacy Plan will go towards developing new barrier free introductory hockey programs, engaging black and indigenous youth and making the facility more compatible to host para hockey events
- The CEO has been appointed to the Canadian Jr. Hockey League Board of Directors as Maritime Jr. League President.

(2) Elevate Event Attraction and Hosting:

- ACOA and the Province have confirmed funding to purchase portable bleachers to hold 3,600 people
- Management is seeking a better understanding of the process/timing to apply for major event funding
- Management is concerned that the recommended allocation of visitor tax funding for major events is considerably low

(3) Enable Us to Perform Our Best

- The Health Authority lease is coming up for renewal with the Municipalities and the facility would like to be involved with the re-negotiating
- The society can replenish its own capital reserves in three ways:
 1. The generation of annual operation surpluses
 2. Through major event hosting where capital upgrades are built into the event delivery budget
 3. Through fund development initiatives with corporate sponsor and government funding.
- Management requests that public communication strategies become a top priority of the Board

(4) Cultivate a Great Place to Work and Volunteer

- Management will actively seek financial sustainability solutions
- The municipal operating grant of \$1.5 million allows the facility to offset major expenses including power; preventative maintenance, repairs and supplies; professional fees, auditor services, insurance, software's licenses; pool

chemicals, sanitation, paper products; interest and bank charges; water, internet, telephone and printing fees.

Committee Reports:

Finance Committee:

As Joanne was unable to attend tonight's meeting, she sent a report from the Finance Board.

The January and February financials were included in the package for tonight. January's cash position was normal. The biggest difference from the budget to actual was self produced events. The budget was \$50,000 however actual numbers were only \$35,000. Membership growth has stalled. February showed a loss of \$98,000 for major internal events. This was due to an error where HST was included in ticket revenue when it should not have been.

Matt presented the Stampede budget to the Board. There were multiple one time costs that were incurred in the first year only. Things like prep of the rodeo space, electrical work, water hookups and signage. These costs were offset by CEDF funding.

Finally, Matt presented the 2025/2026 Operating Budget. This is a combined budget for the facility and the provincial exhibition grounds. Highlights included:

- Hope to sustain membership numbers next year
- Only major change in rentals is the lost revenue from not having summer ice
- Major internal self produced events include the u17 Hockey Challenge and the Stampede
- The CEDF funds are now listed under grants
- The large drop in advertising expenses is due to in-kind support
- The increase in Board expenses is for governance training
- The increase in equipment supplies is for hardware upgrades to laptops
- The increase in salaries and benefits is mainly due to two increases to minimum wage coming this fiscal year

Moved by Brennan Gillis

Seconded by Wayne Talbot

"That the 2025/2026 Operating Budget be approved as presented".

Motion Carried.

Moved by Brennan Gillis

Seconded by Justin Blaauwendraat

"That the Board accept the \$1.1 m in government funding for moveable bleachers".

Motion Carried.

Building Committee:

Nothing to report.

**Governance and Development
Committee:**

MRSB has been brought in to provide a governance proposal.

HR Committee:

Closed Session.

Moved by Cathy Hinton

Seconded by Wayne Talbot

“That the reports be accepted as presented”.

Motion Carried.

In Camera:

Moved by Sherry Martell

Seconded by Justin Blaauwendraat

“That the meeting go into closed session at 8:10 pm.”

Motion Carried.

Moved by Sherry Martell

Seconded by Shali Manuel

“That the meeting reconvene in open session at 8:47 pm.”

Motion Carried.

Next Meeting:

The next meeting will be held on Thursday, April 3 at 6:30.

Monthly meetings will be held the last Tuesday of the month.

Adjournment:

The meeting adjourned at 8:48 pm.

Melani Lane, Chair

Date

Recording Secretary

Date