

**LUNENBURG ACADEMY FINANCE
AND GOVERNANCE COMMITTEE
MEETING MINUTES**

**June 28, 2017 at 5:30 p.m.
Lunenburg Academy**

PRESENT: Mayor Rachel Bailey, Chair; Councillor Ronnie Bachman; Jane Ritcey, Lunenburg Academy Foundation; and Roxie Smith, Lunenburg Academy Foundation (arrived 5:35 p.m.).

ALSO PRESENT: Scott Burke, Lunenburg Academy Development Coordinator (“LADC”); Peter Haughn, DCAO; Tom Hayes; Jill Martin, Lunenburg Academy Foundation alternate; and Jeff Mercer, Deputy Chief Librarian, South Shore Public Libraries.

ABSENT: Councillor Danny Croft; and Sara Lochhead, South Shore Regional Library Board - Town of Lunenburg member.

1. Welcome and Call to Order

The Chair called the meeting to order at 5:33 p.m.

2. Approval of agenda and set time to adjourn

The agenda was approved as circulated.

3. Approval of April 26, 2017 minutes

The meeting minutes of April 26, 2017 were approved as circulated.

4. Library Tender and Construction Update

The Deputy CAO said work continues with the structural work to support the Library with some additional asbestos needing to be removed, with more expected to be done.

There was a need to have a structural engineer do some extra design work and there will be a meeting tomorrow with the contractor to finalize pricing for the additional work.

The tender for the Library construction was awarded to Matrix Construction Limited and initial meetings have been held. One of the sub-contractors is Nova Wood Products in Northwest.

Presently Ekistics, our project manager on the Library project, is working with the contractor and sub-contractor on materials and working drawings. It is not expected work on the Library will begin until later in July. Much of the work will be completed off-site with cabinetry being built.

The furniture contract was finalized with input from Jeff Mercer. As well, a financial

donation was received which will allow the Roué Reading Room to be further interpreted and a purchase order has been issued to Form Media to carry out this work.

Town Council had to increase the \$500,000 budget by approximately \$35,000 to accommodate additional costs.

A brief discussion took place with regards to the exterior work that is also being tendered at this time and what this involves. It was noted that it includes all aspects of the exterior of the building, from portions of towers, roof, windows, doors, shingles, painting, granite work, etc.

It was noted \$1,000,000 funding came from the Provincial Government, which was secured through Communities, Culture and Heritage, a portion of which is to be used for both the Library and exterior renovation work.

Roxie Smith said they received a donation of \$5,000 which the Foundation will discuss to see how best to use it. It was noted that planning for the Heritage Classroom to make the most of the room and perhaps make money for the Foundation would be of value.

A comment was made about the importance of getting the bell at the Academy working once again.

5. New Business

Nil.

6. Meeting schedule – 4th Wednesday of each month

The Mayor said regular meeting dates are noted as July 26 and August 23, but we will only meet if required.

7. Meet in camera – motion to recess to meet in camera to consider labour relations, contract negotiations and legal advice eligible for solicitor-client privilege pursuant to section 22 Municipal Government Act

Motion: moved by Roxanne Smith, seconded by Councillor Bachman to recess to meet in camera to consider labour relations, contract negotiations and legal advice eligible for solicitor-client privilege pursuant to section 22 Municipal Government Act. Motion carried.

6:02 p.m. a brief recess was called. Jeff Mercer and Tom Hayes departed.

8. Resumption of Committee meeting in open session – motion(s) to consider any in camera meeting recommendation(s) pursuant to section 22 Municipal Government Act

There was nothing to report in public session.

Adjournment

The meeting adjourned at 7:06 p.m.

Peter Haughn, DCAO