

Digby Area Recreation Commission  
Wednesday, May 16, 2018  
6:30PM - Digby Municipal Building

Present: Jean Brittain, Linda Gregory, Peter Turnbull, Matt Ross, Margaret Morgan, Bob Powell, Cindy O'Neil

Regrets: David MacNutt

1. Meeting called to order at 7:00PM by Chair, Jean Brittain.
2. Adoption of Agenda  
Margaret Morgan moved and it was seconded by Matt Ross to approve the agenda as amended. Motion carried.
3. Acceptance of March 21, 2018 Minutes  
Matthew Ross moved and it was seconded by Margaret Morgan to accept the minutes of the March 21, 2018, board meeting as circulated. Motion carried.
4. Business Arising from Minutes
  - a. Volunteer Week: The 2018 Digby Area Volunteer Recognition Ceremony and Dinner on Tuesday, April 17, 2018. Thirty Five volunteers were recognized. Each volunteer received a certificate of appreciation from Digby Area Recreation Commission signed by the DARC Chair the Warden and the Mayor and a volunteer notepad & pen. The 44th Provincial Volunteer Awards was held in Halifax April 9<sup>th</sup>. Both provincial volunteer representatives were very appreciative. Cindy O'Neil, Danny Harvieux. Jimmy MacAlpine, Ben Cleveland and Gordon Wilson were in attendance.
  - b. Policy Manual Review: The Staff Relations Committee have meet twice and will meet again on June 5, 2018..
  - c. Ball Field Grant & Renovations: The grant to the Department of Communities, Culture and Heritage to assist in the renovations at the Don Brown Memorial ball Field has been approved in the amount of \$5,000.00. Most of the work has been completed, just waiting for the clay for the pitcher's mound.
  - d. Arena ice surface doors: Monarch Enterprises has stopped work as the arena has some rentals during the next couple of weeks They will return on May 27th to complete the work.
  - e. Minister of Education Response: The Recreation Director has received correspondence from the Minister of Education regarding the Communitate Use of School Committee.
5. Approval of Accounts Payable  
**Peter Turnbull moved and it was seconded by Matt Ross, that DARC approve the April payables in the amount of \$49,149.23. Motion carried.**  
**Peter Turnbull moved and it was seconded by Matt Ross, that DARC approve the May payables in the amount of \$94,533.10. Motion carried.**

6. Acceptance of Financial Reports:  
**Matt Ross moved and it was seconded by Margaret Morgan to accept the income statement as circulated. Motion carried.**
  
7. Recreation Reports:  
**Peter Turnbull moved and it was seconded by Matthew Ross to accept the recreation reports as circulated. Motion carried.**  
Updates/discussions:
  - The Recreation Director has requested more summer students from the Canada Summer Jobs initiative. It is not likely.
  - DARC is applying for a grant for a trailer to transport 15 mountain bikes. Forty Five mountain bikes are being purchased by Tri-County Regional Centre for Education for 15 mountain bikes at each location; Islands Consolidated School, St. Mary's Bay Academy and Digby Regional High School. DARC will have access to the bikes at DRHS during the summer for programming.
  
8. New Business
  - a. Scotiabank: **Linda Gregory moved and it was seconded by Matt Ross to allow Administrative Services Manager, Cindy O'Neil, to make payments at Scotiabank on behalf of Digby Area Recreation Commission. Motion carried.**
  - b. Book King: Digby Area Recreation Commission has purchased an online booking service from Book King to do online registrations. This will be for any DARC programs. Cara and Cindy are currently undergoing training and we hope to launch the program with Summer Day Camp registration on May 23<sup>rd</sup>. It is hoped that eventually we will do online payments and possibly facility rentals.
  - c. Pool: The Recreation Director, Administrative Services Manager and Active Living Manager has a very in depth conversation about the Digby Pool and its programs and came up with some radical changes. Numbers are dropping and we need to utilize the pool better. The following changes to be made are;
    - The Parent and tot Swim for Life program will be eliminated. In 2017 only 3 people enrolled in these lessons. This will be replaced with a weekly Parent & Tot Swim, similar to the Parent & Tot Skate. There will be no charge for this swim.
    - A weekly pool time will be offered to Conway Workshop plus there will be a weekly Senior Swim including Tideview Terrace.
    - Swim lesson will be offered on Saturdays. This will allow working families to have the opportunity for their children to have swim lessons.
    - In 2017 Evening public swims on Fridays and Sundays were offered free of charge. Some of this revenue was recovered through the Facility Access grant. This year we are proposing to add Tuesday and Thursday as free swim days. This will not be recovered through grant money.
    - Bringing back Theme Nights such as sports nights., movie night.
    - More swim lesson levels will be offered during the same time slot.

- The cost of group lesson was dropped from \$45.00 to \$25.00.  
Hopefully the increase in registration will offset a decrease in cost.
- d. Digby Senior Games: The Digby Senior Games in May 22-June 1, 2018.
- e. Insurance Review: The Recreation Director met with DARC's insurance agent. The 6000E (ice plant computer system) should have its own insurance. The insurance agent is concerned that DARC holds the liquor license and what kind of liability that may be on DARC when the Digby Curling Club is actually operating the bar. This will be explored more. Matthew Raymond and Keith Weagle attended the Business of Curling Symposium and learned allot about operating a curling club. Digby Curling Club currently has no liability coverage.

9. Additions to Agenda:

- a. Correspondence: A thank you card was received from Pat Potts regarding her be chosen as the 2018 Town of Digby Volunteer representative.
- b. Board & Staff Summer get together: Unsure if there will be one at this time.
- c. Municipality of the District of Digby received grant a \$25,000.00 grant from Department of Communities, Culture and Heritage to assist with the Haines Lake project.
- d. Municipality of the District of Digby is hosting an open house at the former Barton Consolidated School on May 22<sup>nd</sup>.

10. Next Meeting: June 20, 2018, 6:30PM at the Digby Arena, 2<sup>nd</sup> floor.

11. Peter Turnbull moved and it was seconded by Matt Ross to adjourn the meeting. 8:20PM. Motion carried.