

Digby Area Recreation Commission
Wednesday, February 20, 2019
6:30PM - Digby Municipal Building

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

1. Meeting called to order at 6:30PM by Chair, Jean Brittain.
2. Adoption of Agenda
Matt Ross moved and it was seconded by Peter Turnbull to approve the amended agenda. Motion carried.
3. Acceptance of January 16, 2019 Minutes
Peter Turnbull moved and it was seconded by Matt Ross to accept the minutes of the January 16, 2019 board meeting as circulated. Motion carried.
4. Business Arising from Minutes
 - a. Telescope. Deputy CAO, Jeff Sunderland, received confirmation from the Department of Communities, Culture and Heritage that the application under the Recreation Facility Development grant program to construct a building to house the telescope had been received.
 - b. Active Digby Fund. the Recreation Director, Active Living Manager and Administrative Services Manager have been disusing the guidelines for the fund and are working on an application. The Recreation Director has been speaking with the Town of Digby about issuing a Canada Revenue Agency Income Tax Receipt when a donation is made to the Digby Active Fund. In order for this to happen the money will have to be held in trust by the Town of Digby and expenses disbursed as requested.
 - c. DARC Salary Scale. **Linda Gregory moved and it was seconded by Peter Turnbull that DARC accept the recommend salary scales prepared by the Recreation Director. Motion Carrie. Linda Gregory moved and it was seconded by Matt Ross to accept the revised job descriptions presented. Motion Carried.**
 - d. National Volunteer Week. The deadline for volunteer nominations was Friday, February 15, 2019. The DARC volunteer committee will select a Town and Municipality Provincial Volunteer Representatives following this meeting. There are 5 volunteer nominations for the Town of Digby and 9 volunteer nominations form the Municipality of the District of Digby to be considered for the Provincial Volunteer Awards A reminder that the Provincial Volunteer Awards will be Monday, April 1, 2019 at the Casino Nova Scotia. The Digby area Volunteer Recognition Ceremony will be Wednesday, April 10, 2019 at the DRHS Theatre.
 - e. 2020 N.S. Hiking Summit. The Recreation Director contacted Hike Nova Scotia to let them know that Digby would not be bidding on the 2020 Hiking Summit. After careful consideration some key members were not ready to put in a bid.
 - f. DARC Core Values. Just a reminder that board members have been asked what they feel the core values of Digby Area Recreation Commission are. Debra Ryan and Andrea Gaudet agreed to facilitate this discussion following the April 17, 2019 board meeting.

- g. Digby Area Sports Wall of Fame Induction Ceremony. The induction ceremony will be on Saturday, June 1, 2019 at the DRHS Theatre. Bruce Rannie has been confirmed as the keynote speaker. The deadline for nominations was January 31, 2019. Only one nomination has been received for Female Athlete of the Year for 2017. Peter and Cindy will seek more nominations as there is a little bit of time.
 - h. DARC Personnel Policies. **Linda Gregory moved and it was seconded by Margaret Morgan to approve the updated DARC Personnel Policies, except Policy #5.010. Motion Carried.**
- 5. Approval of Accounts Payable
Peter Turnbull moved and it was seconded by Matt Ross, that DARC approve the February payables in the amount of \$31,489.06. 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:
Linda Gregory moved and it was seconded by Justin Oliver to accept the recreation reports as circulated. Motion carried.
- 8. New Business:
 - a. Community Use of Schools. The Tri-County Regional Centre for Education has two appointed representatives in place for the Community Use of School Committee. **Matt Ross moved and it was seconded by Margaret Morgan that Peter Turnbull and Linda Gregory be the two appointed DARC representatives for the Community Use of School Committee. Motion Carried.**
- 9. Additions to Agenda:
 - a. CC Dehumidifier. The Dehumidifier in the curling centre ice shed has stopped working. This is the third time it has happened this season. The Facility Manager was told that when the temperatures outside are extremely cold the thermostat shuts off when it reaches a low temperature. With the N.S. Men's Women's Masters Curling Championship coming up at the end of the month it is a concern. The Recreation Director will have the dehumidifier looked at before the competition starts and the facility staff will keep a very close eye on it during the competition. The Recreation Director will investigate further.
- 10. Next Meeting: March 20, 2019 , 6:30PM at the Digby Municipal Building.
- 11. **Matt Ross moved and it was seconded by Justin Oliver to adjourn the meeting. 7:50PM. Motion carried.**