

Digby Area Recreation Commission
Wednesday, August 21, 2019
6:30PM - Digby Arena, 2nd Floor

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

Absent: Matt Ross

1. Meeting called to order at 6:30PM by Chair, Jean Brittain.
2. Adoption of Agenda
Linda Gregory moved and it was seconded by Margaret Morgan to approve the amended agenda. Motion carried.
3. Acceptance of July 17, 2019 Minutes
Linda Gregory moved and it was seconded by Peter Turnbull to accept the minutes of the July 17, 2019, board meeting as circulated. Motion carried.
4. Business Arising from Minutes
 - a. Active Digby Fund. The Recreation Manager is waiting for approval from the Town of Digby Deputy C.A.O. that the Town will accept donations and issue income tax receipts on behalf of the Active Digby Fund. The Recreation Manager has been informed that it is going to the September council meeting.
 - b. The Recreation Director has not meet with the Town of Digby CAO to discuss the Vender By-Law.
 - c. Digby area Recreation Commission sponsored Addie Hersey in the Queen Coronation. Addie received First Lady in Waiting. Lacey Lewis, DARC's Aquatic Supervisor, also ran and is the 2019 Digby Scallop Day Queen.
 - d. The Hiring Committee presented a job advertisement for the Recreation Directors position. The Chair of the Hiring Committee, Peter Turnbull, met with Tom Ossinger to discuss the advertisement.
Peter Turnbull moved and it was seconded by Margaret Morgan to approve the amends advertisement. Motion Carried.
The advertisement will be placed in the following locations; Career Beacon, Tri-County Vanguard, Clare Shopper and the Recreation Nova Scotia, Town of Digby, Municipality of Digby and DARC website.
5. Approval of Accounts Payable
Peter Turnbull moved and it was seconded by Margaret Morgan, that DARC approve the amended August payables in the amount of \$60,783.37. Motion carried.
6. Acceptance of Financial Reports:
The income statement was reviewed verbally as it was not included in the meeting package.
7. Recreation Reports:
Margaret Morgan moved and it was seconded by Peter Turnbull to accept the recreation reports as circulated. Motion carried.

8. New Business:

- a) Year End Audit. Cindy & Bob have meet with Aaron Kelly from the Digby Grant Thornton office. the audit will begin in September and be presented at the October 16th board meeting.
- b) Correspondence. A thank you card was presented from the Admiral Digby Library and Historical Society. DARC providing free space at the Digby Curling Centre to hold their fundraiser, Hope for Heritage Dinner & Silent Auction.
- c) Fall Bus Trip. DARC is planning a fall bus trip to the Wolfville/Port William area. There will be out & tastings at Annapolis Cider Company, Barrelling Tide Distillery and Benjamin Bridge Winery. The tour will also include lunch in Wolfville or Port William.
- d) Refrigeration Plant. Provincial legislation states that only you must be a holder of the Power Engineer License to enter the refrigeration plant. The minimum level would be the Refrigeration Plant Operator Second Class. Presently the Facility Manager and Recreation Director both have the license. After the Recreation Director retires that only one holding this license is the Facility Manager, Danny Harvieux. The Recreation Director has prepared a document for the board to review regarding option to have the plant checked in the absence of the Facility Manager.

9. Additions to Agenda:

- a. Recreation Nova Scotia Conference. The RNS Conference will be held October 22-24, 2019, in Truro. The Recreation Director has rooms reserved if any board members would like to attend. the Administrative Services Manager will forward the itinerary. Please let the Recreation Director know as soon as possible if you would like to attend.

10. Next Meeting: September 18, 2019, 6:30PM at the Digby Arena, 2nd Floor.

**11. Linda Gregory moved and it was seconded by Justin Oliver to adjourn the meeting. 7:35PM.
Motion carried.**