

Digby Area Recreation Commission
Wednesday, April 16, 2014
6:30PM – Digby Municipal Building

Present: Jean Britain –Chair
Peter Turnbull
Shawna Curry
Linda Gregory
George Manzer
Cindy O’Neil - Admin. Assistant/Secretary
Bob Powell - Recreation Manager
Hugh Sproule

Meeting called to order at 6:25 PM by Chair, Jean Brittain

1. **MOVED by H. Sproule, seconded by G. Manzer, to approve the agenda with the following amendment; Healthy eating Policy and Year-End Audit.**

PASSED
2. **MOVED by G. Manzer, seconded by S. Curry to approve the minutes of the March 25, 2014.**

PASSED
3. Old Business:
 - a. The Recreation Manager has spoke with Lind Fraser from the Municipality of the District of Digby about their letter regarding that DARC consider adding two youth members to the Board, one from the Town and from the Municipality still stands.
 - b. The Provincial Volunteer Ceremony was held on Monday April 7th. Those who attended commented that it was a nice ceremony and the volunteer representatives were very appreciative of the nomination and how DARC had treated them. The Digby and Area Volunteer Recognition Ceremony & Dinner was held on April 9th, with 120 in attendance. This year we switched from turkey to roast beef on the caterer’s suggestion and it was well received. Another change was that we deleted the boutonnières and corsages so that we could give the volunteers a little something more; a stainless steel water bottle with the volunteer logo on it; this too was well received. A thank you card was received from the Town of Digby Volunteer Representative stating how grateful she was.
 - c. The Sport Café was cancelled due to lack of interest. Only five RSVP’s had been received.
 - d. The DARC Chair received a phone call from Paul Carman of Carman’s Construction Ltd after receiving the letter from the Recreation Manager. The Chair indicated that Mr. Carman thought that the Board may want to speak to him regarding the invoices and was worried that DARC may be questioning his quality of work. The DARC Chair ensured him that DARC was not questioning his quality of work and suggested that he attend a DARC board meeting. Mr. Carman has called and requested to speak to the Board at the May meeting. The Administrative Assistant will contact Mr. Carman and let him know the date and location f meeting. The Recreation Manager has recommended that the Facility Supervisor be present during this part of the meeting as well.
 - e. The Recreation Manager presented the DARC 2014/2015 Budget to both councils at a joint meeting on March 31st. The Recreation Manager felt it was a good presentation, not allot of questions asked. Haven’t received anything from the CAO’s regarding the budget so we are to assume to date that everything is ok.

- f. Linda Gregory will be taking on the process of the Recreation Managers Evaluation. The Board should be hearing from her soon.

4. **MOVED by P. Turnbull, seconded by S. Curry to approve the amended April 2014 payables in the amount of \$23,678.15.**

PASSED

5. **MOVED by H. Sproule, seconded by P. Turnbull to accept the Financial Reports as circulated.**

PASSED

6. **MOVED S. Curry, seconded by H. Sproule to accept the April Recreation Reports as presented.**

PASSED

7. New Business:

MOVED by P. Turnbull, seconded by L. Gregory, to approve the application submitted by Digby Curling Club in the amount of \$423.94, to assist in the purchase of grippers and sliders for the After School Curling, Open Curling, and School Curling programs.

PASSED

8. Additions:

- a. Healthy Eating Policy: This past week the Digby/Clare Municipal Healthy Eating Policy introduced the draft Municipal Healthy Eating Policy to Municipal and Town staff. They were looking for comments and feedback. The hope is to present to both Councils in June or July. The Recreation Manager is recommending that DARC consider the policy as well. Will ask the committee to present
- b. Year End Audit: Grant Thornton (Nicholas Westcott) is looking to start the DARC audit in June, to be completed the end of July or early August.
- c. Succession Planning: Succession planning has come to a standstill but has not been forgotten.
- d. Mayor of Freetown Visit: We (Jean Brittain & Terry Gilbert) first were told while attending a Recreation Nova Scotia Conference in Sydney last fall that the Mayor of Freetown, Sierra Leone would be travelling to Nova Scotia and would be visiting some areas of Nova Scotia. We suggested that he visit Digby. We have recently been advised that he will be coming to Digby on May 22nd. A reception is being planned.

9. Next meeting; Wednesday, May 21, 2014, at the Digby Municipal Building.

10. **MOVED by H. Sproule seconded by P. Turnbull, the meeting to adjourn, 7:30pm.**

PASSED