

Digby Area Recreation Commission
Wednesday, October 19, 2016
7:00PM – Digby Arena, 2nd Floor

Present: Jean Britain Peter Turnbull
 Shawna Curry Cindy O'Neil
 Bob Powell David MacNutt
 Linda Gregory George Manzer

Meeting called to order at 6:30PM by Chair, Jean Brittain.

1. **MOVED by G. Manzer seconded by S. Curry, to approve the agenda with the following additions; facility access, trails, Toronto Dominion, and bar managers course**
PASSED
2. **MOVED by D. MacNutt seconded by P. Turnbull to approve the amended minutes of September 21, 2016.**
PASSED
3. Old Business:
 - a. ACOA has bundled several official announcements together, they include the Digby Promenade, Digby Swimming Pool and Bear River Community Garden Project. This will be done on October 21, 2016, 9:30Am at the Promenade or at the Digby Curling Centre if case of bad weather.
 - b. The Recreation Manager, Facility Supervisor, DARC Chair and Administrative Assistance appeared in Small Claims Court on October 5, 2016. There were two parts to the claim. First party was for two invoices totaling \$4,011.61, second part for interest in the amount of \$10,673.27. The adjudicator could only look at the invoices therefore he ruled invoice #681 and #703 to be paid. The invoices for accrued interest was discharged. It was agreed that the Recreation Manager will wait to get the official ruling from the adjudicator before paying the invoice.
 - c. There are no updates at this time regarding the fencing at Victoria Street Skate park. The Facility Supervisor is following up with C.A.O Tom Ossinger to see what some options are.
 - d. The Harassment Policy is in the process of being developed.
 - e. DARC's liability coverage has been increased to \$5 million.
4. **MOVED by P. Turnbull, seconded by S. Curry to approve the payable, including prepaid and additions, in the amount of \$58,154.35.**
PASSED
5. **MOVED by G. Manzer, seconded by P. Turnbull to accept the Financial Reports as circulated.**
PASSED
6. **MOVED S. Curry seconded by D. MacNutt to accept the Recreation Reports as presented.**
PASSED

Updates:

- DARC has purchased a refurbished ice scraper for the Digby Curling Centre. The old one quit during the 2016 Canadian Seniors Curling Championships. It was sent to Manitoba for repairs. The repairs are extensive and we are better off to purchase another scraper. DARC purchased the ice scraper 12 years ago through a grant.
- The Digby Area Skating Club's CanSkate program has eight youth registered. The Facility Supervisor did offer the Club another times on Sundays at a reduced rate however their Coach has other commitments in other Club's on that day so therefore they had to refuse. The Recreation Manager spoke with the DASC President, Amanda Perry and offered the Cankatee ice time on Wednesday (45 minutes) at no charge under the

condition that they reduce their CanSkate registration fees to help build the program. They are extremely grateful and have accepted.

7. New Business:

- a. The Municipality of the District of Digby's Christmas Dinner is December 3rd or December 10th. The Recreation Manager will consult with the Facility Supervisor to see what a good date might be. Warden Gregory reminded us that the Board agreed that all staff will receive a Christmas gift card.
- b. The National Volunteer week is April 23-29, 2017. Once confirmation of deadlines have been received the Administrative Assistant will start working on the Digby Area Volunteer Recognition Ceremony.

8. Additions to Agenda:

- a. Facility Access: The Active Living Coordinator and Facility Supervisor attend the Valley Regional Facility Access Gathering in Berwick. They also did a five minute presentation.
- b. Trials: The Town of Digby has been negotiating getting the Letter of Authority for the Town trail signed over from the Bear River to Sissiboo Trails Association. The Bear River to Sissiboo Trails Association received a letter from the Department of Natural Resources terminating their Letter of Authority as of October 5, 2016. This was done as maintenance and construction of the multi-use recreation trails from Bear River to Weymouth has not been maintained.
- c. Toronto Dominion: The Recreation Manager has submitted an Expression of Interest to the Toronto Dominion to promote trails.
- d. Bar Managers Course: DARC has A Special Premises License for the Digby Area Recreation Facility. One of the conditions on the license is that the listed managers take the responsible Serve Right Managers Course within six months. There is a course in Digby on October 25th. The Recreation Manager, Administrative Assistant and Active Living Coordinator will attend as they are listed as managers on the license. We extended the invitation to attend to Colleen Murray as she is the Bar Managers for the Digby Curling Club.

9. Next meeting; Wednesday, November 16, 2016, at the Digby Arena, 2nd Floor..

10. **MOVED by L. Gregory, seconded by P. Turnbull, the meeting adjourned at 7:20pm.**

PASSED

Jean Brittan, DARC Chair