

Digby Area Recreation Commission
Wednesday, April 19, 2017
6:30 PM – Digby Arena, 2nd Floor

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

Meeting called to order at 6:30 pm by Chair, Jean Brittain. Welcome new Town of Digby Citizen Representative, Margaret Morgan!

- 1. Moved by L. Gregory, seconded by M. Ross to accept agenda as presented.**

Passed

- 2. Moved by P. Turnbull, seconded by M. Ross to accept the minutes of February 2017.**

Passed

3. Business arising from the February 2017 minutes:

- a) National Volunteer Week is April 23-29, 2017. The Provincial Volunteer Ceremony was yesterday, April 18th, at the Westin Nova Scotia in Halifax. The Town of Digby Provincial Volunteer Representative is Oliver Janson and the Municipality of the District of Digby's Volunteer Representative is Shirley Dugas. Mayor Ben Cleveland, Deputy Warden Linda Gregory, MLA Gordon Wilson and Cindy O'Neil attended the provincial ceremony. The Digby Area Volunteer Recognition Ceremony is Tuesday, April 25th at the Digby Fire Hall. Thirty Eight volunteers, three youth, three families and three local businesses will be recognized.
- b) Cowan Insurance has accepted the third draft of the Abuse Policy and now the exclusion has been removed.
Moved by L. Gregory, seconded by D.MacNutt to accept the Abuse policy as circulated.
Passed
- c) The Administrative Assistant, Cindy O'Neil, attended the Event Atlantic Summit in St. John's Newfoundland March 8-10, 2017. Despite the extended four day stay due to hurricane force winds, it was a great conference. Sixty two delegates from all four Atlantic Provinces attended. Sessions included Event Creation, Volunteerism, Event Security, Municipal Event Collaboration, Municipal Sponsorship, Destination Marketing, Using Social Media, Defending Your Facility Deficit. Key note speakers included, Peter Inch from Curling Canada, Tyler LacLaren from March Insurance and Greg Stremlaw from CBC Sports. The Event Atlantic Reception took place at the 217 Tim Hortons Brier! The 2018 Event Atlantic Summit will be held in Halifax, N.S.

- 4. Moved by P. Turnbull, seconded by M. Ross to approve the March accounts payable in the amount of \$59,186.24.**

Passed

Moved by P. Turnbull, seconded by M. Ross to approve the April accounts payable, including the prepaids, in the amount of \$51,224.94.

Passed

- 5. Moved by M. Ross, seconded by D. MacNutt to accept the financial report as presented.**

Passed

- 6. Moved by L. Gregory, seconded by D.MacNutt to accept the recreation reports as circulated.**

Passed

Updates:

- Digby Area Recreation Commission is receiving an award from the Royal Lifesaving Society.

- The 2016 Everest Canadian Seniors Curling Championships is receiving an award from AVESTA for Event of the Year.
- DARC received 2 students under the Canada Summer Jobs program.
- Digby Area Sports Wall of Fame Society received 1 student under the Canada Summer Jobs program.

7. New Business:

- a) The 20th RNS Conference will take place September 27-29, 2017 at the Membertou Trade & Conference Centre. Linda Gregory, Jean Brittain and Matt Ross have expressed interest in attending.
- b) On behalf of the Board, the Chair will send a letter to Shawna Curry to thank her for her service the past four years. The Recreation Manager will purchase a small gift for Shawna as well.
- c) **Moved by L. Gregory, seconded by P. Turnbull to allow carryover of vacation for Bob Powell, Danny Harvieux and Justin Wood from the 2016/2017 fiscal years to the 2017/2018 fiscal year.**

Passed

- d) Revenue from skate sharpening is not great and to be honest service is not good either. There has been a gentleman come forward who wants to rent the equipment for the year to offer the service. The Board agreed to try it and the Recreation Manager will prepare a contract.
- e) The Recreation Manager need an evaluation and salary review, this is the responsibility of the Policy Committee. Linda Gregory feels that she does not have the time to have it completed before budget, so it was agreed to build in a 10% increase to allow for an increase in the Recreation Manager's salary following the evaluation.

Moved by L. Gregory, seconded by P. Turnbull to approve the Staff Remuneration Policy and the salary scales for the 2017/2018 fiscal year.

Passed

- f) The 2017/2018 draft budget was presented and discussed. The Recreation Manager has offered to speak to Councils on the budget. There were concerns over the exterior of the facility, it needs to be painted. The Facility Supervisor has contacted a company, and they will paint the building however they cannot do it until September. A quote of \$28,700.00 was received in March 2015. An updated quote has been requested, there will be a 5% increase from the 2015 quote. The Board has discussed in the past the possibility of some major constructions that may be coming up such as arena floor, zamboni, arena boards. There are no guarantees however at this time the Recreation Manager does not see anything major in the near future.

Moved by L. Gregory, seconded by P. Turnbull to approve the 2017/2018 budget with the amendments as per discussion.

Passed

8. No additions to the agenda.

9. Next meeting is May 17, 2017.

10. Moved by L. Gregory , seconded by D. MacNutt, to adjourn the meeting at 8:25pm.

Passed