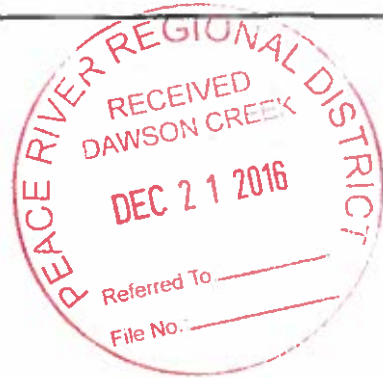


**MINUTES OF CIVIC PROPERTIES COMMISSION MEETING**

DATE November 22, 2016  
TIME: 4:00 pm  
PLACE: Recreation Centre



**PRESENT:** Dan Rose, Chair  
Randy Rusjan, Director of Parks & Recreation  
Melissa Millsap, Manager of Leisure Facility Services  
Amanda Stewart, Recreation Programs Manager  
Comm. Alec Brownlee  
Comm. Merlin Nichols  
Comm. Norma Tower  
Doug Fleming, Chief Administrative Officer  
Tarla Brewster, Recording Secretary

**ABSENT:** Comm. Sharon Sullivan  
Comm. Ernest Pfanner  
Trish Morgan, Manager of Community Service, PRRD  
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD

**1. CALL THE MEETING TO ORDER:**

Comm. Rose called the meeting to order at 4:01 pm

**2. ADOPTION OF THE AGENDA & MINUTES:**

MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

THAT the Agenda for November 22, 2016 be accepted.

CARRIED

**MINUTES FROM THE PREVIOUS MEETING:**

MOVED by Comm. Tower, SECONDED by Comm. Brownlee

THAT the minutes from October 25, 2016 be accepted

CARRIED

**3. DELEGATION:**

**NII**

**4. CORRESPONDENCE:**

**C1:**

**NDIT Grant Arena Letter of Support**

Received for Information

**C2:**

**Economic Diversification Infrastructure Grant**

Received for Information

**C3:**

**Chetwynd Health Blitz**

Received for Information

**C4:**

**Library Heal Grant Application – Letter of Support**

Received for Information

**C5:**

**Chetwynd EDC – Indoor Playground**

Received for Information

Doug Fleming, CAO and Carol Newson, Director of Corporate Administration met with Luisia Surerus and April Whyte and told them it was a great idea and to keep working towards the concept and future opportunities.

**5. REPORTS:**

MOVED by Comm. Brownlee, SECONDED by Comm. Nichols

THAT Reports R1 through R5 are received for approval.

**R5:**

**Building Committee for Arena Upgrade**

Randy gave a report on the upgrade to the Arena Project.

6. NEW BUSINESS:

**NB1:**  
**2017 Chetwynd & District Rec Centre Provisional Budget**

MOTIONED BY Comm. Nichols, SECONDED by Comm. Brownlee

THAT the Civic Properties Commission approves the 2017 Provisional operating and capital budgets for the Chetwynd & District Rec Centre with the understanding that the budgets may change in January or early February 2017 once the Peace River Regional District has reviewed its assessments and year end financial number and accesses any potential tax effect.

CARRIED

**NB2:**  
**Suit & Towel Rentals**

MOTIONED by Comm. Nichols, SECONDED By Comm. Brownlee

THAT the Civic Properties Commission approves the increased suit and towel rate to \$2.00 each.

CARRIED

7. NEXT MEETING:

December 20, 2016 - 4:00 pm Pine Room Chetwynd & District Rec. Centre

8. ADJOURNMENT: Comm. Rose adjourned the meeting at 4:45 pm



Dan Rose,  
Chairperson



Tarla Brewster  
Secretary