

MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE: August 25, 2015
TIME: 4:00 pm
PLACE: Recreation Centre



PRESENT:

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

ABSENT:

Comm. Ernest Pfanner
Trish Morgan, Manager of Community Service, PRRD

1. CALL THE MEETING TO ORDER:

Comm. Rose called the meeting to order at 4:20 pm

2. ADOPTION OF THE AGENDA & MINUTES:

MOVED by Comm. Nichols, SECONDED by Comm. Brownlee,

THAT the Agenda for August 25, 2015 be accepted.

CARRIED

MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Brownlee, SECONDED by Comm. Nichols

THAT the minutes from July 28, 2015 be accepted

CARRIED

3. DELEGATION/PRESENTATIONS:

NII

4. CORRESPONDENCE:

NII

5. REPORTS:

R1: Randy advised Commission that Ice is presently being installed in arena.

R2: Melissa added that Fort St. John Swim Club has contacted her to rent 2 hour blocks of lane swim for 2 Olympic trial swimmers.

MOVED by Comm. Tower, SECONDED by Comm. Brownlee

THAT Reports R1 through R4 be received for approval.

CARRIED

6. NEW BUSINESS:

NB1:

**Arena Ammonia
Refrigeration Plant**

MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

THAT the Civic Properties Commission approves \$3200.00 for the refrigeration engineering fee proposal, plus travel costs for an approximate total of 5000.00 and to take from arena reserves at the end of the year if required.

CARRIED

NB2:

Extend Gym Hours

MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

THAT the Civic Properties Commission approves the requested times for the after-hours access; that after-hours access to the gym be open 1 hour earlier at 3:00 am and that the gym remain open for after-hours access until 11:00 pm for the days of Sunday through Thursday only.

CARRIED

NB3:

Simply Perfect

MOVED by Comm. Brownlee, SECONDED by Comm. Sullivan

THAT the Civic Properties approve a 5% increase for Simply Perfect Catering's base rate only, resulting in a total increase of \$702.35

AND FURTHER THAT:

Civic Properties Commission approve the noted minor contract amendment numbers.

1. Val & Jim agreed that the concession would be open 7 days per week during the ice season for all user practices and events with exception to close the concession on Mondays after a hockey tournament.
2. They agreed to be open during curling events as communicated with the curling club.
3. They would like to change the off-ice season times from 9am – 3pm to 8am – 2pm

CARRIED

7. NEXT MEETING:

September 29, 2015 Pine Room Chetwynd & District Rec. Centre

8. ADJOURNMENT: Comm. Tower adjourned the meeting at 5:25 pm



Dan Rose
Chairperson



Tarla Brewster
Secretary