



MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE: September 29, 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. Ernest Pfanner
- Comm. Sharon Sullivan
- Comm. Alec Brownlee
- Comm. Norma Tower
- Amanda Stewart, Recreation Programs Manager
- Tarla Brewster, Recording Secretary
- Doug Fleming, Chief Administrative Officer
- Eric Bradley, Bradley Refrigeration Consultants
- Becky Borton

ABSENT:

- Trish Morgan, Manager of Community Service, PRRD

1. CALL THE MEETING TO ORDER:

Comm. Rose called the meeting to order at 3:59pm

2. ADOPTION OF THE AGENDA & MINUTES:

MOVED by Comm. Pfanner, SECONDED by Comm. Brownlee,

THAT the Agenda for September 29, 2015 be accepted.

CARRIED

MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Pfanner, SECONDED by Comm. Brownlee

THAT the minutes from August 25, 2015 be accepted

CARRIED

3. DELEGATION/PRESENTATIONS:

D1: Eric Bradley – Bradley Refrigeration Consultant

A review of refrigeration plant. Summary attached.

Report on current condition and timeline for replacement on arena floor and refrigeration equipment replacement.

D2: Becky Borton – Anaphylactic Food Allergies concerning Son
Attached letter

MOVED by Comm. Brownlee, SECONDED by Comm. Nichols

THAT staff will gather more information to bring back to the next meeting.

CARRIED

4. CORRESPONDENCE:

Nil

5. REPORTS:

MOVED by Comm. Pfanner, SECONDED by Comm. Brownlee

THAT Reports R1 through R4 are received for approval.

CARRIED

6. NEW BUSINESS:

**NB1:
Drop In Rate for Preschool
On Curling Ice**

MOVED by Comm. Brownlee, SECONDED by Comm. Sullivan,

THAT the Civic Properties Commission approves the drop-in rate of \$1.00 per child for the use of the skating area in the Curling Rink.

CARRIED

**NB2:
Simply Perfect Contract**

MOVED by Comm. Pfanner, SECONDED by Comm. Sullivan

THAT the Civic Properties Commission approves the secondary changes made to the Operating Agreement for the Arena Concession.

CARRIED

**NB3:
Incentive for Facebook**

MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

THAT the Civic Properties approve the draw to give away a free one month gym or swim pass on December 1, 2015 to encourage people to view and share the Chetwynd & District Rec Centre Facebook Page. No staff or Employees are eligible.

CARRIED

**NB4:
Fitness Service Provider Contract**

MOVED by Comm. Brownlee, SECONDED by Comm. Pfanner

THAT the Civic Properties Commission approve the new Contract Fitness Service Provider Agreement and that it be implemented for current and future Contract Fitness Service Providers.

CARRIED

**NB5:
Community Doctors
Appreciation Dinner**

MOVED by Comm. TOWER, SECONDED by Comm. PFANNER

THAT the Civic Properties Commission approve the onetime ½ price discount to the Cottonwood Hall and kitchen only and they be charged for all other expenses and liability.

CARRIED

7. NEXT MEETING:

October 27, 4:00 pm 2015 Pine Room Chetwynd & District Rec. Centre

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



Dan Rose
Chairperson



Tarla Brewster
Secretary