

MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE April 30, 2019
TIME: 4:00 pm
PLACE: Rec Centre – Pine Room

PRESENT:

Dan Rose, Area E Director PRRD, Chair
Steve McLain, Manager of Leisure and Facility Services
Carol Newsom, Chief Administrative Officer
Comm. Allen Courtoreille
Comm. Janet Wark
Comm. Rochelle Galbraith
Comm. Walter MacFarlane
Comm. Larry Houley, Alternate Chair
Nathacia Gayse Rec Clerk II/III
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD (via polycom)

ABSENT:

Elaine Webb, Recreation Programs Manager

1. CALL THE MEETING TO ORDER:

Comm. Rose called the meeting to order at 4:00pm.

2. ADOPTION OF THE AGENDA:

MOVED by Comm. Galbraith, SECONDED by Comm. Wark

THAT the Agenda for April 30, 2019 be accepted

CARRIED

3. MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Galbraith, SECONDED by Comm. Wark

THAT the minutes from March 26, 2019 be accepted.

CARRIED

4. DELEGATIOS/PRESENTATIONS: NIL

5. CORRESPONDANCE:

C-1 MOVED by Comm. Galbraith, SECONDED by Comm. Houley

THAT the Civic Properties Commission denies the request for waving the fees for the Cottonwood Hall and Kitchen on June 5th during the Chetwynd International Chainsaw Championship event being held June 6th - 8th, 2019

CARRIED

Staff to return with report recommending process for future requests of this nature

6. REPORTS

Old Business-Discount Policy

MOVED by Comm. MacFarlane, SECONDED by Comm. Wark

THAT The Civic Properties Commission keeps current Discount Policy "as is" and considers new requests for discounts on a case-by-case basis as received by Commissions. AND that annual pass be increased to quarterly.

R-1 – R-4 MOVED by Comm. Galbraith, SECONDED by Comm. Courtoreille

THAT reports R-1 through R-4 are received for approval

7. NEW BUSINESS:

NB-1 Request for Decision

MOVED by Comm. Galbraith, SECONDED by Comm. MacFarlane

THAT the Civic Properties Commission moves to the Peace River Regional District Board that authority be given to the District of Chetwynd to award and manage the contract for the ammonia refrigeration plant's exhaust venting upgrade consistent with the District's Purchasing Policy and stays within project budget.

CARRIED

NB-2 Request for Decision

MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

THAT the Civic Properties Commission approves and moves to the Peace River Regional Board, the 2019 – 2020 Curling Club contract as presented.

CARRIED

NEXT MEETING: May 28, 2019 - Chetwynd & District Rec Centre

7. ADJOURNMENT: Comm. Rose adjourned the meeting at 4:47pm

Dan Rose,
Chairperson


Nathacia Gayse
Secretary