

MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE September 25, 2018
TIME: 4:00 pm
PLACE: Rec Centre – Cottonwood

PRESENT: Dan Rose, Area E Director PRRD, Chair
Randy Rusjan, Director of Parks & Recreation
Steve McLain, Manager of Leisure and Facility Services
Elaine Webb, Recreation Programs Manager
Carol Newsom, Chief Administrative Officer
Comm. Alec Brownlee
Comm. Merlin Nichols
Comm. Larry Houley
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD (via telecom)

ABSENT: Comm. Ernest Pfanner
Comm. Walter MacFarlane

1. CALL THE MEETING TO ORDER:

Comm. Rose called the meeting to order at 4:07pm.

2. ADOPTION OF THE AGENDA:

MOVED by Comm. Brownlee, SECONDED by Comm. Nichols

THAT the Agenda for September 25, 2018 be accepted.

CARRIED

3. MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Houley, SECONDED by Comm. Nichols

THAT the minutes from August 22, 2018 be accepted.

CARRIED

4. DELEGATION: Nil

5. CORRESPONDENCE: Nil

6. REPORTS:

R-1 MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

 THAT reports R1 through R4 are received for approval.

 CARRIED

 Staff ask for a response/report from the senior safety officer regarding 2 hour variance.

 Staff add into R-2 reports the day rates of room rentals.

7. NEW BUSINESS:

NB1: Randy gave an update on the concession contract, opening date of Mama G's September 30th, 2018.

NB2: MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

Request for Decision

 THAT the Civic Properties Commission amend the after-hours gym access time of 3am to 7pm to the hours of 8am to 3pm on Stat holidays to comply with TSBC regulation to have a certified Refrigeration Operator or Power Engineer on duty for a minimum of 7 hours per day.

 CARRIED

NB3: MOVED by Comm. Nichols, SECONDED by Comm. Houley

Request for Decision

 THAT the Chetwynd and District Civic Properties Commission advertise the lights for bid with no upset price.

 CARRIED

NB4: MOVED by Comm. Nichols, SECONDED by Comm. Brownlee

Request for Decision

 THAT the Civic Properties Commission ask that the Chetwynd Rec Centre place appropriate "One Way" signage directing traffic.

 CARRIED

7. **NEXT MEETING:** October23, 2018 - Chetwynd & District Rec Centre

8. **ADJOURNMENT:** Comm. Rose adjourned the meeting at 5:17pm



Dan Rose,
Chairperson

Elaine Webb
Secretary