

CIVIC PROPERTIES COMMISSION MEETING AGENDA
--

DATE: September 17, 2019

LOCATION: Pine Room

TIME: 4pm

1. Call the meeting to order
2. Introductions of new Fire Chief, Curtis Redpath and new Manager of Leisure Services, Kristina Phillips
3. Director's notice of new business
4. Adoption of Agenda
5. Minutes from the previous meeting – June 25/July 3, 2019
6. Delegations/Presentations - NIL
7. Correspondence
 - C-1 Denise Caron
 - C-2 Hal Holden
8. Old Business
 - OB-1 Charla Balisky Discount Request (Tabled)
 - OB-2 Equipment Disposal
9. Reports
 - R-1
 - R-2
 - R-3
10. New Business:
 - NB-1 Donation of Surplus Olympia
 - NB-2 Sabulsky Memorial Fee Waiver
11. Adjournment:

Next scheduled meeting:

MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE June 3, 2019
TIME: 4:00 pm
PLACE: Rec Centre – Pine Room

PRESENT:

Dan Rose, Area E Director PRRD, Chair
Steve McLain, Director of Recreation
Carol Newsom, Chief Administrative Officer
Comm. Allen Courtoreille
Comm. Walter MacFarlane
Comm. Janet Wark
Comm. Larry Houley, Alternate Chair
Elaine Webb, Recreation Programs Manager
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD (via polycom)

ABSENT: Comm. Rochelle Galbraith

1. CALL THE MEETING TO ORDER:

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

2. DIRECTOR'S NOTICE OF BUSINESS: NIL

3. ADOPTION OF THE AGENDA:

MOVED by Comm. Wark, SECONDED by Comm. Houley

THAT the Agenda for June 3, 2019 be accepted

CARRIED

4. MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Houley, SECONDED by Comm. Wark

THAT the minutes from May 28, 2019 be accepted.

CARRIED

NB-3

MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

THAT the Civic Properties Commission approves the disposal of the two (2) obsolete pieces of kitchen equipment currently in storage at the rec Centre; at the discretion of the Director of Recreation.

CARRIED

To be forwarded to PRRD board for approval.

NB-4

MOVED by Comm. MacFarlane, SECONDED by Comm. Courtoreille

THAT the Civic Properties Commission cancels the Pool Sanitizing upgrade of the necessary upgrades to the existing gas Chlorine system; not to exceed \$50,000.00.

CARRIED

NB-5

MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

THAT the Civic Properties Commission delegates approved Capital Projects to the District of Chetwynd to award, manage, and supervise; as long as the District of Chetwynd Purchasing Policy and established budgets are followed.

CARRIED

To be forwarded to PRRD board for approval.

10. ADJOURNMENT: Comm. Rose adjourned the meeting at 4:55pm

Dan Rose,
Chairperson

Elaine Webb
Secretary

CIVIC PROPERTIES COMMISSION

Request for Decision

To: Civic Properties Commission
From: Steve McLain, Director of Recreation
Date: September 17, 2019

Request for Decision

Explanation:

Denise Caron has sent a letter requesting establishing and operating a concession kiosk in the Recreation Centre to be open when the Mama G's concession is closed "after 4:00 PM" and only "during events such as hockey, curling, figure skating, etc." and would sell "only items that are not available at the existing Rec. Centre restaurant". Please note that Mama G's plans on being open until 7:00 PM during the 2019 ice season and later if there are rentals that might need their services; as they did during the 2018 season.

The advantages to Ms. Caron's request are a modest increase of food services for our patrons and the support of a local small business owner. Disadvantages would include a direct competition with our existing concession lease holder and an uncertainty as to where this business could be located. The operating agreement with the concession states that "Chetwynd may from time to time allow other profit and non-profit organizations to operate food services **during special events** that are scheduled in the Recreation Centre." Normal ice use would usually not be considered a "special event".

Recommended Motions:

THAT the Civic Properties Commission denies Denise Caron's request to establish a food kiosk in the Chetwynd and District Rec Centre.

See attached: Denise Caron Correspondence

Submitted By: Steve McLain
Director of Recreation

Po Box 198
Moberly Lake
BC VoC 1X0

Ph. 250 788 5857
carondenise@hotmail.com

The Civic Properties Commissioners.
Box 757
Chetwynd
BC VoC 1J0

Dear Sirs and Mesdames,

This letter is inquiring into the feasibility of my operating a kiosk in the hockey arena of the Chetwynd Recreation Centre.

For the past five years I have been successfully running a concession, *Anytime is Snack time*, at local events in the Peace Area.

My idea for the kiosk would be a secure area with a counter and electricity. I would sell only items that were not available at the existing Rec. Centre restaurant. This would include: popcorn, mini-donuts, cotton candy, hard and soft ice-cream.

I would not be open during the day, so I would not infringe on the daily opening hours of the existing restaurant. The kiosk would only be open during events such as hockey, curling, figure skating etc., which occur after 4:00pm. It would be nice for Chetwynd to have a variety of snacks available when you go to an event at the Rec. Centre.

All of the business requirements, such as insurance, Health Canada, Food Safe, and my business license are valid and current.

I understand that your next meeting will be in September. I would be grateful if you could consider my idea and get back to me for further clarification, at your earliest convenience.

Yours truly,



Denise Caron

CIVIC PROPERTIES COMMISSION

To: Civic Properties Commission
From: Steve McLain, Director of Recreation
Date: September 17, 2019

Request for Decision

Explanation: The owner of Sharper Edge Sports in FSJ, Hal Holden, would again like a space in the arena during the 2019 ice season on Tuesdays from 5-9pm to sharpen skates. Sharper Edge is willing to rent the space. This was approved at the end of the 2018-2019 ice season with the caveat that Mr. Holden seeks re-approval at the start of the 2019-2020 ice season,

Recommended motions: THAT the Civic Properties Commission allows Sharper Edge Sports to rent the arena skate rental shop, or an alternate space at the same hourly rate as the Spruce Room B rate of 14.58 per hour plus applicable taxes, on Tuesdays from 5-9pm during the 2019-2020 ice season.

Or

THAT the Civic Properties Commission denies Sharper Edge Sports request to have space in the arena on Tuesdays from 5-9pm to sharpen skates during the 2019-2020 ice season.

See attached: Holden Email Correspondence

Submitted By: Steve McLain
Director of Recreation

Chetwynd, BC, V0C 1J0

Office: 250-788-2214; Ext. 239

Cell: 250-874-7374

Fax: 250-788-2219

Email: smclain@gochetwynd.com

From: hal.holden [<mailto:hal.holden@telus.net>]

Sent: Tuesday, August 20, 2019 1:12 PM

To: Randy Rusjan

Cc: Stephen McLain

Subject: RE: Skate sharpening

Afternoon Randy

Hal From Hard Edge Sports. I would like to request a space to rent on Tuesdays in the hockey rink area for this upcoming season.

This would be for skate sharpening.

Hal Holden

Hard Edge Sports

Fort St John BC

250-785-1222

----- Original message -----

From: Randy Rusjan <RRusjan@gochetwynd.com>

CIVIC PROPERTIES COMMISSION

Request for Decision

“THAT the Civic Properties Commission lift the Balisky discount request from the table for discussion.”

To: Civic Properties Commission

From: Steve McLain, Director of Recreation

Date: September 17, 2019

Request for Decision**Explanation:**

Currently, the discount policy allows for all Doctors, Nurse Practitioners, and Locums working in the community to receive free use of the gym and leisure pool including after-hours access. Emergency medical services such as the Chetwynd Fire department, Chetwynd BC Ambulance, Chetwynd RCMP, Chetwynd Auxiliary RCMP, and Chetwynd Victim Services receive a 50% discount on three (3), six (6), or twelve (12) month passes for either the gym or the pool. The Chetwynd Primary Care Nurses are requesting the same consideration for discounted gym passes for their group; this group includes RN's and LPN's.

Recommended Motions:

THAT the Civic Properties Commission approves a 50% discount for the Chetwynd Primary Care Nurses for three (3), six (6), or twelve (12) month gym and pool passes.

See attached: Charla Balisky January 11, 2019
Correspondence

Submitted By: Steve McLain

Director of Recreation

NB-1
OB-2
OB-1

Randy Rusjan

From: Charla Balisky <charlabalisky@gmail.com>
Int: Friday, January 11, 2019 2:21 PM
To: Randy Rusjan
Subject: Re: request for Rec Center subsidy

Hello:) My name is Charla Balisky and I am a Primary Care Nurse here in Chetwynd. Me and other nurses working here in Chetwynd are requesting the district to consider subsidizing gym passes for us as the paramedics, physicians and Nurse Practitioners are getting incentives at the Rec Center. Thank you so much for considering our request:) Sent from my iPhone

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BEGIN-ANTISPAM-VOTING-LINKS

Teach CanIt if this mail (ID 0bXn9I31K) is spam:

Spam: https://emailfilteringservice.net/c_nortech-ca/b.php?c=s&i=0bXn9I31K&m=97aa53e71d74&rlm=gochetwynd-com&t=20190111

Fraud/Phish: https://emailfilteringservice.net/c_nortech-ca/b.php?c=p&i=0bXn9I31K&m=97aa53e71d74&rlm=gochetwynd-com&t=20190111

Not spam: https://emailfilteringservice.net/c_nortech-ca/b.php?c=n&i=0bXn9I31K&m=97aa53e71d74&rlm=gochetwynd-com&t=20190111

Target vote: https://emailfilteringservice.net/c_nortech-ca/b.php?c=f&i=0bXn9I31K&m=97aa53e71d74&rlm=gochetwynd-com&t=20190111

END-ANTISPAM-VOTING-LINKS

CIVIC PROPERTIES COMMISSION

To: Civic Properties Commission
From: Steve McLain, Director of Recreation
Date: June 25, 2019

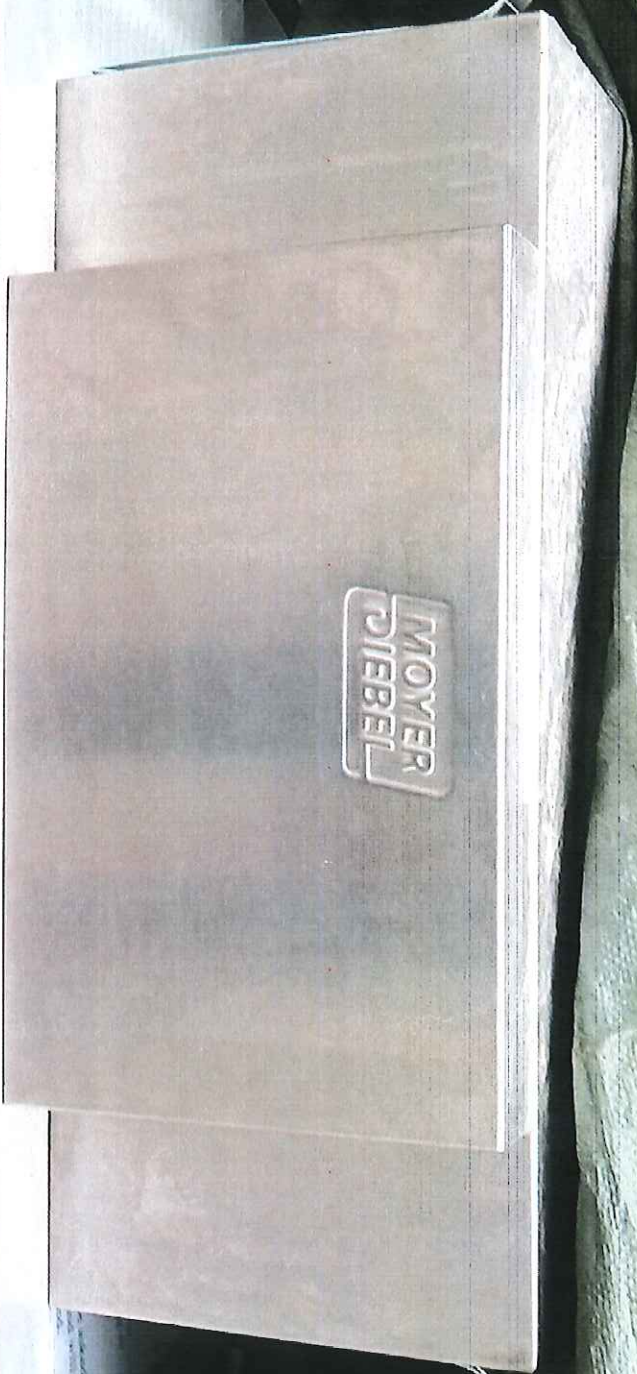
Request for Decision

Explanation: There are two (2) pieces of obsolete kitchen equipment in storage at the Rec Centre. Item #1 is a Moyer Diebel bar glass dishwasher that came out of the Cottonwood bar several years ago. Item #2 is Garland gas grill that was removed from the Concession several years ago as well. Neither item has any appreciable monetary value, their operating condition is unknown, and assumed to be poor. Staff contacted the PRRD and has been advised that the General Manager of the Department has the authority to dispose of items under a certain threshold; and so this decision will not need to go to the Board for approval.

Recommended Motions: THAT the Civic Properties Commission recommends that the Peace River Regional District approves the disposal of the obsolete Moyer Diebal bar-glass Dishwasher and Garland Gas Grill currently in storage at the Rec Centre; as per the Peace River Regional District Tangible Capital Asset Policy.

See attached: Items #1 and #2 Photographs

Submitted By: Steve McLain
Director of Recreation



DO NOT
OPERATE
WHEN LIT

#1
NB-3
08-2



CIVIC PROPERTIES COMMISSION

To: Civic Properties Commission
 From: Steve McLain, Manager of Leisure & Facility Services
 Date: September 17, 2019

- Continued capital projects – Chlorine Auto Valve shut-off - installed, Score Clocks - installed, Ice Resurfacer (ordered, due in mid-November), Refrigeration Plant Venting – substantially complete, Sidewalk – complete, Paving – awarded to DGS as low bid, scheduled for as soon as weather permits.
- Still short some staffing positions – Have re-posted various Aquatics and Supervisor positions.
- Free July swims were very popular but did not noticeably increase attendance.
- Annual Ice Users meeting was held on June 19 – no major changes or adjustments.
- Some renewed interest in a rock wall winter climbing program.

Room & Hall usage for July		
ROOM	2019	2018
Spruce	2	4
Pine	6	6
Aspen	6	37
Birch	0	0
Tamarack	2	4
Cottonwood	5	2
Kitchen	4	0
Curling Rink	2	0
Curling Lobby	0	0
Rec Lobby	0	0
TOTAL ROOM RENTALS	27	53

Room & Hall usage for August		
ROOM	2019	2018
Spruce	4	9
Pine	31	31
Aspen	7	31
Birch	0	0
Tamarack	2	7
Cottonwood	4	2
Kitchen	0	0
Curling Rink	0	1
Curling Lobby	0	0
Arena	1	0
TOTAL ROOM RENTALS	49	81

July	Swim	Waterslide	Swim Lessons	Swim Club	Gym	After Hours Gym Access
July 2017	3014	2519	345	0	2529	276
July 2018	3102	2543	517	0	2629	318
July 2019	2532	1676	378	0	2738	516

August	Swim	Waterslide	Swim Lessons	Swim Club	Gym	After Hours Gym Access
August 2017	922	864	83	0	2857	388
August 2018	903	761	1	0	2611	340
August 2019	497	147	0	0	2738	493

B.C. Youth Employment Legislation Report

September 17, 2019

On April 29, 2019, the B.C. Provincial Government introduced new legislation that will raise the minimum working age from 12 to 16. This will have a direct negative impact on the District of Chetwynd Recreation Department as well as the local youths who are employed in recreation as part of the succession planning strategy. In general terms, 15 year old local youths are hired as either Programs Attendants to help us with our children programs, or as Water Slide Attendants as part of the Lifeguard training program. Both of these positions are actively supervised and consist of "light work" duties in a social, well supervised setting.

Water Slide Attendant Duties and Qualifications:

- Being responsible for the supervision of the waterslide and change room checks.
- Assisting with special events such as birthday parties and other special events as operationally required.
- Performing all duties in a safe manner to maintain a positive relationship with the public and other staff.
- Providing customer service to the public as needed.
- All other related duties as directed.
- Must have the Lifesaving Society's Bronze Cross certification, **which may be taken at age 15**, and Standard First Aid or Aquatic Emergency Care.
- Typically work approximately 10 to 15 hours per week, usually evenings and some weekends, depending on availability and programming requirements.

Program Attendant Duties and Qualifications:

- Being responsible for the supervision, co-organizing, and participation in programs like public skating, rock wall climbing, children's programs, adult sports and some special events.
- Must have good leadership and communication skills, a strong skating ability, climbing belay certification, and the ability to work with children.
- Typically work approximately 10 to 15 hours per week, usually evenings and some weekends, depending on availability and programming requirements.

Both Program Attendants and Water Slide Attendants have historically often pursued National Lifeguard and/or swimming instructor certification on reaching the age of 16. The District of Chetwynd will pay for Lifeguard training for successful applicants, giving these exceptional young people the ability to start interesting and lucrative careers in an industry that is typically short on qualified applicants. Frequently, local youth are hired at age 15 to be either Programs Attendants or Water Slide Attendants. Employees wishing to pursue additional Lifeguard certification at reaching the age of 16 have the option to become Aquatic Staff I; the first step in the Lifeguard accreditation process. From there, employees can choose to proceed through Aquatics Staff II and III positions as part of a clearly developed training, career building, and succession planning process. Currently, our two Aquatics Staff III team members started at 15 with the District of Chetwynd. Other employees have left the organization for post-secondary educations, often returning to the District as Aquatics Staff during school breaks to help fund their educations. A very high percentage of our Lifeguard team started their careers with us as young employees.

This process offers distinct advantages, both to the Chetwynd Community, and the employees themselves.

- Our employees enjoy an entry level job that is safe, enjoyable, allows them to work both with adult supervision and with their peers, while being paid well above average for young workers lacking formal work experience.
- The District of Chetwynd is able to offer our youth recreation workers very flexible scheduling options that help them balance their work, social, family, and school commitments.
- Our employees also benefit from nationally recognized and free training programs, learning safe work habits, being mentored on how to follow established procedures and policies, learning the value of responsibility and commitment, and gaining general life and work skills that will help them succeed throughout their lives.
- The certification that the employees accrue, and that the District of Chetwynd pays for, is administered under the mandate of the Red Cross and the Lifesaving Society and is transferrable throughout Canada. This gives our employees a head start on many of their peers; and a very real advantage in helping to pay for post-secondary educations or similar career training choices.
- Our community benefits by our ability to give local youth a very attractive employment option in a small town with somewhat limited opportunities for young people.
- Our community also benefits by the staffing of our recreation centre using local residents by helping us maintain our operational hours and continued service provision to our home town citizens.

Our young workers are a key and integral part of our team and are highly valued for their enthusiasm, energy, and commitment.

Submitted by: Steve McLain

Director of Recreation



The B.C. government has introduced legislation to raise the working age from 12 to 16. Light work will be allowed at 14. File photo.

The B.C. government introduced new legislation Monday that will raise the working age from 12 to 16 and put restrictions on the type of hazardous work 16 to 18-year-olds are asked to perform.

Amendments introduced Monday to the Employment Standards Act will provide exemptions that will allow 14-year-olds and 15-year-olds to perform "light work," such as stocking shelves at a grocery store. The legislation maintains existing regulations that allow children to work in recorded and live entertainment with parental consent.

"With these changes we are moving the minimum age from 12 years to 16 years, and yes those who are 14, 15 years can work at light duty, which will be described through regulation later," Minister of Labour Harry Bains said, adding that teens under 16 will still be permitted to have jobs like newspaper routes.

According to the government, the improvements are aimed at addressing problems resulting from changes made in 2003, when the B.C. Liberal government reduced the age of work to 12.

The NDP government said this change put the province out of step with international child employment standards.

"Both the United Nations Committee on the Rights of the Child and the International Labour Organization recommend Canada's minimum work-start age should be 16," the government wrote

in its Monday release.

Currently, the restrictions in B.C. for young workers (12-14) outlined by the provincial government are:

- The parent or guardian has given written permission.
- The school has given written permission.
- The child will be under direct and immediate adult supervision at all times.
- The child will not travel to or from the work site unaccompanied.
- The child will not work near hot surfaces, noxious substances or dangerous equipment.

Young workers are only permitted to work four hours on a school day, seven hours on a non-school day, 20 hours in a five-day school week and 35 hours in any other week, according to the government website. The government does not specify the times at which a young worker can and cannot work, either alone or accompanied.

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Bains said WorkSafeBC paid a total of \$5.2 million in work injury claims to children 15 years and under from 2007 to 2017. The WorkSafeBC report that outlined injury claims paid to children under the age of 15 tracked those working in primary resources, construction, manufacturing, transportation, warehousing, trade and the public and service sectors, Bains said.

CIVIC PROPERTIES REPORT

To: Civic Properties Commission
From: Elaine Webb, Recreation Programs Manager
Re: Civic Properties Report for July 2019

July 2019

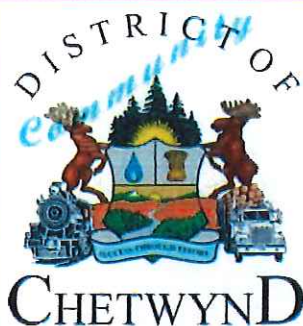
Program	2019	2018
Court Rentals	9	11
Court Punches	0	2
Fitness Drop-in	0	0
Fitness Registrations	0	0
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	7	2
Wall Rental	0	0
Public Climb	25	14
Toonie Climb	13	6
Wall Belay Test	0	0
Walking Track	266	161
Adult Sports	0	0
Student Sports	0	0
Pickle ball	35	26
Arena Rentals	5	19
Skate Rentals	0	0
Helmet Rentals	0	0
Drop-in Hockey	0	0
Toonie Skate	0	0
Public Skate	0	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	0	0
Youth Programs	102	50
Pre-teen Dance	0	0
Mini Athletes	0	0
Children's Programs	12	11
Special Events	0	0
	574	302

June 2019

Program	2019	2018
Court Rentals	26	6
Court Punches	2	1
Fitness Drop-in	0	14
Fitness Registrations	0	13
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	3	0
Wall Rental	0	2
Public Climb	10	3
Toonie Climb	1	1
Wall Belay Test	0	0
Walking Track	314	113
Adult Sports	28	8
Student Sports	5	0
Pickle ball	27	6
Arena Rentals	4	11
Skate Rentals	0	30
Helmet Rentals	0	0
Drop-in Hockey	0	0
Toonie Skate	0	0
Public Skate	1	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	1	0
Youth Programs	43	0
Pre-teen Dance	61	0
Mini Athletes	7	4
Children's Programs	0	2
Special Events	0	35
	533	249

May 2019

Program	2019	2018
Court Rentals	33	2
Court Punches	3	0
Fitness Drop-in	20	61
Fitness Registrations	2	14
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	3	0
Wall Rental	0	0
Public Climb	5	1
Toonie Climb	0	4
Wall Belay Test	0	0
Walking Track	346	130
Adult Sports	37	51
Student Sports	0	6
Pickle ball	56	0
Arena Rentals	0	29
Skate Rentals	0	58
Helmet Rentals	1	0
Drop-in Hockey	0	0
Toonie Skate	0	6
Public Skate	0	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	10	0
Youth Programs	2	12
Pre-teen Dance	0	47
Mini Athletes	16	5
Children's Programs	2	0
Special Events	9	2
	545	426



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THANK YOU

Canada Day was a great success. We would like to take this opportunity to thank our amazing **VOLUNTEERS** and **EMPLOYEES** who went above and beyond to make this event happen.

A HUGE THANK YOU!!!

District of Chetwynd, Public Works & Parks Staff, Rec Centre Staff, Chetwynd Arts Council, Chetwynd Visitor Centre, Mayor & Council, Chetwynd Public Library, Wilbert Rice - DJ Services, West Moberly First Nations, Willow's Face Painting, Dale Crocker, Megan Campbell, Shayla Surerus, Chetwynd RCMP, Chetwynd Fire Department, Domino Pizza, Peace FM, Leo Sabulsky, Freshmart, Government of Canada, Mama G's, Peacelander Pathfinder Club, Anytime Snack Time & all Parade Participants

Congratulations - Civic Awards

Junior Citizen of the Year - Katelynn Marshall
Heroes Among Us - Random Acts of Kindness - Marty Fowler
Volunteer of the Year - Chetwynd Social Planning Committee - Sukunka Group
Citizen of the Year - Carl Rose

Congratulations - Parade Winners

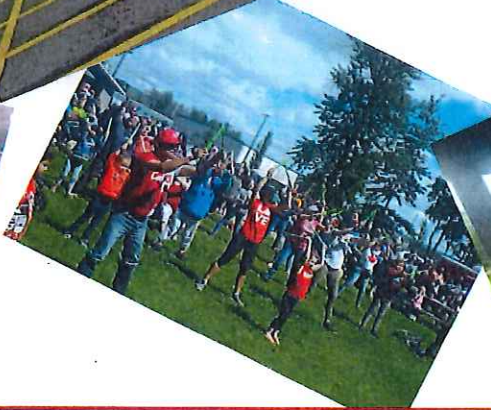
Best Decorated Kids on Wheels / Walkers
1st - Momshie Group

Best Decorated Non-Commercial Float
1st - Cree Class 2019
2nd - Pathfinders
3rd - Chetwynd Search and Rescue

Most Unique or Comical Entry
1st - Filipino Canadian Society of Chetwynd
2nd - Chetwynd Library Staff and Board Members
3rd - Chetwynd Circus North & Chetwynd Rotary Group

Best Decorated Business Float
1st - Lakeview Credit Union





CIVIC PROPERTIES REPORT

To: Civic Properties Commission
From: Elaine Webb, Recreation Programs Manager
Re: Civic Properties Report for **August 2019**

August 2019

Program	2019	2018
Court Rentals	15	13
Court Punches	1	4
Fitness Drop-in	0	0
Fitness Registrations	0	0
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	0	0
Wall Rental	0	1
Public Climb	21	5
Toonie Climb	8	4
Wall Belay Test	0	0
Walking Track	300	152
Adult Sports	0	0
Student Sports	0	0
Pickle ball	25	12
Arena Rentals	19	4
Skate Rentals	0	0
Helmet Rentals	0	4
Drop-in Hockey	0	0
Toonie Skate	0	0
Public Skate	0	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	6	7
Youth Programs	76	48
Pre-teen Dance	0	22
Mini Athletes	0	0
Children's Programs	0	0
Special Events	0	0
	471	276

July 2019

Program	2019	2018
Court Rentals	9	11
Court Punches	0	2
Fitness Drop-in	0	0
Fitness Registrations	0	0
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	7	2
Wall Rental	0	0
Public Climb	25	14
Toonie Climb	13	6
Wall Belay Test	0	0
Walking Track	266	161
Adult Sports	0	0
Student Sports	0	0
Pickle ball	35	26
Arena Rentals	5	19
Skate Rentals	0	0
Helmet Rentals	0	0
Drop-in Hockey	0	0
Toonie Skate	0	0
Public Skate	0	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	0	0
Youth Programs	102	50
Pre-teen Dance	0	0
Mini Athletes	0	0
Children's Programs	12	11
Special Events	0	0
	574	302

June 2019

Program	2019	2018
Court Rentals	26	6
Court Punches	2	1
Fitness Drop-in	0	14
Fitness Registrations	0	13
Fitness Sessions (bought)	0	0
Fitness Sessions (used)	3	0
Wall Rental	0	2
Public Climb	10	3
Toonie Climb	1	1
Wall Belay Test	0	0
Walking Track	314	113
Adult Sports	28	8
Student Sports	5	0
Pickle ball	27	6
Arena Rentals	4	11
Skate Rentals	0	30
Helmet Rentals	0	0
Drop-in Hockey	0	0
Toonie Skate	0	0
Public Skate	1	0
Skating Punch Card	0	0
Free Skate	0	0
Parent & Tot Skate	0	0
Adult Programs	1	0
Youth Programs	43	0
Pre-teen Dance	61	0
Mini Athletes	7	4
Children's Programs	0	2
Special Events	0	35
	533	249

R-3

DISTRICT OF CHETWYND
GL Department Report



GL5330

Page : 1

Date : Sep 13, 2019

Time : 3:36 pm

Year : 2019

Period : 8

Budget : Budget Values

Group by: Default

Description	Open Bal	Current	Year to Date	Budget	Variance	% Used
RECREATION CENTRE						
Recreation Centre						
REVENUES						
Recreation Centre						
470 Ice Time	-49,369.17	0.00	-49,369.17	-103,820.00	-54,450.83	47.55
471 Other Operations	-75,736.61	-7,993.48	-83,730.09	-95,787.00	-12,056.91	87.41
472 Recreation Programmes	-26,074.22	-1,093.24	-27,167.46	-60,000.00	-32,832.54	45.28
599 Miscellaneous Revenue	-5,770.21	-676.69	-6,446.90	0.00	6,446.90	0.00
811 Grants - Regional	-191,157.63	0.00	-191,157.63	-1,620,018.00	-1,428,860.37	11.80
RECREATION CENTRE	-348,107.84	-9,763.41	-357,871.25	-1,879,625.00	-1,521,753.75	19.04
REVENUES	-348,107.84	-9,763.41	-357,871.25	-1,879,625.00	-1,521,753.75	19.04
EXPENSES						
Recreation Centre						
750 Facilities Administration	196,794.57	18,200.95	214,995.52	423,106.00	208,110.48	50.81
751 Facilities Operations	404,786.22	74,014.62	478,800.84	943,770.00	464,969.16	50.73
753 Ice Plant Operations	6,886.22	0.00	6,886.22	22,000.00	15,113.78	31.30
754 Exterior Grounds	5,772.05	765.88	6,537.93	33,600.00	27,062.07	19.46
755 Concession & Lounge	6,194.05	0.00	6,194.05	19,500.00	13,305.95	31.76
756 Programmes - Administration	54,314.03	10,717.13	65,031.16	99,502.00	34,470.84	65.36
757 Programmes	47,368.39	11,134.24	58,502.63	88,147.00	29,644.37	66.37
821 Land Improvements	0.00	0.00	0.00	50,000.00	50,000.00	0.00
822 Buildings	225.19	0.00	225.19	0.00	-225.19	0.00
823 Building Improvements	0.00	0.00	0.00	45,000.00	45,000.00	0.00
824 Vehicles	0.00	0.00	0.00	140,000.00	140,000.00	0.00
825 Machinery and Equipment	0.00	0.00	0.00	15,000.00	15,000.00	0.00

DISTRICT OF CHETWYND
GL Department Report



GL5330

Page : 2

Date : Sep 13, 2019

Time : 3:36 pm

Year : 2019

Period : 8

Budget : Budget Values

Description	Open Bal	Current	Year To Date	Budget	Variance	% Used
RECREATION CENTRE						
RECREATION CENTRE	722,340.72	114,832.82	837,173.54	1,879,625.00	1,042,451.46	44.54
EXPENSES	722,340.72	114,832.82	837,173.54	1,879,625.00	1,042,451.46	44.54
Recreation Centre	374,232.88	105,069.41	479,302.29	0.00	-479,302.29	
RECREATION CENTRE Total	374,232.88	105,069.41	479,302.29	0.00	-479,302.29	

DISTRICT OF CHETWYND
GL Department Report



GL5330

Page : 1

Date : Sep 13, 2019

Time : 3:35 pm

Year : 2019
Period : 8

Budget : Budget Values
Group by: Default

Description	Open Bal	Current	Year to Date	Budget	Variance	% Used
LEISURE POOL						
Leisure Pool						
REVENUES						
Leisure Pool						
470 Swim Revenue	-49,636.20	-2,915.43	-52,551.63	-99,500.00	-46,948.37	52.82
471 Fitness Revenue	-2,882.20	-89.05	-2,971.25	-5,500.00	-2,528.75	54.02
472 Passes	-449.54	0.00	-449.54	0.00	449.54	0.00
473 Rental Revenue	-19,904.90	0.00	-19,904.90	-21,500.00	-1,595.10	92.58
474 Weight Room Revenue	-141,350.67	-9,604.10	-150,954.77	-165,000.00	-14,045.23	91.49
475 Other Revenue from own Sources	-4,549.25	-636.14	-5,185.39	-6,600.00	-1,414.61	78.57
478 Sale of Pool Accessories	-2,694.31	-120.76	-2,815.07	-5,000.00	-2,184.93	56.30
479 Miscellaneous Revenue	-15,749.36	-159.83	-15,909.19	-10,000.00	5,909.19	159.09
811 Pool Revenue	-146,394.01	0.00	-146,394.01	-1,360,114.00	-1,213,719.99	10.76
LEISURE POOL	-383,610.44	-13,525.31	-397,135.75	-1,673,214.00	-1,276,078.25	23.73
REVENUES	-383,610.44	-13,525.31	-397,135.75	-1,673,214.00	-1,276,078.25	23.73
EXPENSES						
Leisure Pool						
730 Pool Administration	81,501.65	13,999.86	95,501.51	143,467.00	47,965.49	66.57
731 Pool Office	143,320.89	14,664.60	157,985.49	233,160.00	75,174.51	67.76
732 Pool Operations	258,833.96	30,600.66	289,434.62	805,511.00	516,076.38	35.93
733 Pool Maintenance	119,280.07	37,129.84	156,409.91	316,076.00	159,666.09	49.48
734 Exterior Grounds	135.51	44.83	180.34	5,000.00	4,819.66	3.61
822 Buildings	8,900.00	0.00	8,900.00	0.00	-8,900.00	0.00
823 Building Improvements	2,100.00	9,642.00	11,742.00	60,000.00	48,258.00	19.57
825 Machinery & Equipment	0.00	0.00	0.00	110,000.00	110,000.00	0.00

DISTRICT OF CHETWYND
GL Department Report



GL5330

Page : 2

Date : Sep 13, 2019

Time : 3:35 pm

Year : 2019
Period : 8

Budget : Budget Values

Description	Open Bal	Current	Year To Date	Budget	Variance	% Used
LEISURE POOL						
LEISURE POOL	614,072.08	106,081.79	720,153.87	1,673,214.00	953,060.13	43.04
EXPENSES	614,072.08	106,081.79	720,153.87	1,673,214.00	953,060.13	43.04
Leisure Pool	230,461.64	92,556.48	323,018.12	0.00	-323,018.12	
LEISURE POOL Total	230,461.64	92,556.48	323,018.12	0.00	-323,018.12	

CIVIC PROPERTIES COMMISSION

To: Civic Properties Commission
From: Steve McLain, Director of Recreation
Date: September 17, 2019

Request for Decision

Explanation:

With the purchase of the new ice resurfacer, there is now a surplus Olympia ice resurfacer of limited monetary value. Online sites suggest that it might bring in \$500.00 to \$1,500.00, if a buyer could be located. It has been suggested that the Civic Properties Commission recommends to the Peace River Regional District Board that the surplus Olympia resurfacer be donated to a not-for-profit group in the Region; to be determined by the Peace River Regional District Board.

Recommended motion:

THAT the Civic Properties Commission recommends to the Peace River Regional District Board that the surplus Olympia resurfacer be donated to a not-for-profit group in the Region; to be determined by the Peace River Regional District Board.

Submitted By: Steve McLain
Director of Recreation.

CIVIC PROPERTIES COMMISSION

To: Civic Properties Commission
From: Steve McLain, Director of Recreation
Date: September 17, 2019

Request for Decision

Explanation:

The District of Chetwynd asked that the Civic Properties Commission waive the rental fees for Leo Sabulsky's memorial service that was held on August 17 in the Arena. The amount of revenue impacted by this request is \$811.56 which includes taxes and setup. There were no conflicting rentals for the memorial date. The request was sent to the PRRD board and it was confirmed that this is a Commission decision. This was a well-attended community event given Mr. Sabulsky's many years of dedicated service in Chetwynd and the surrounding area. An email poll with the commission indicated support for this from the respondents.

Recommended motion:

THAT the Civic Properties Commission ratifies the email poll and waives the associated rental fees, in the amount of \$811.56, for Leo Sabulsky's Memorial Service that was held on August 17, 2019 in the Chetwynd Arena.

See attached: DOC Request

Submitted By: Steve McLain
Director of Recreation

**District of Chetwynd**

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101
email: d-chet@gochetwynd.com

July 17, 2019

Civic Properties Commission
Peace River Regional District
P.O. Box 810
Dawson Creek, BC
V1G 4H8

Attention: Chair Dan Rose

Re: Fire Chief Leo Sabulsky Memorial Service

As you are aware our Fire Chief Leo Sabulsky passed away on July 10, 2019. Council would like to request that the Rec Centre rental fee be waived for Chief Sabulsky's memorial service on August 17, 2019.

Thank you.

Sincerely,
DISTRICT OF CHETWYND

Allen Courtoreille
Mayor

cc: Shawn Dahlen

Vision Statement

Chetwynd exists in order that area residents have sustainable opportunities for
Security, Health, Safety and Prosperity
in surroundings that display the best of our natural environment.