

## MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE September 17, 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. Janet Wark  
Comm. Larry Houley, Alternate Chair  
Elaine Webb, Recreation Programs Manager  
Kristina Phillips, Manager of Leisure Services  
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD (via polycom)

ABSENT: Comm. Rochelle Galbraith  
Comm. Walter MacFarlane

### 1. CALL THE MEETING TO ORDER:

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

### 2. INTRODUCTIONS OF NEW FIRE CHIEF, CURTIS REDPATH AND NEW MANAGER OF LEISURE SERVICES, KRISTINA PHILLIPS

Staff welcomed the new employees and they introduced themselves

### 3. DIRECTOR'S NOTICE OF BUSINESS: NIL

### 4. ADOPTION OF THE AGENDA:

MOVED by Comm. Wark, SECONDED by Comm. Houley  
THAT the Agenda for September 17, 2019 be accepted  
CARRIED

### 5. MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Houley, SECONDED by Comm. Courtoreille  
THAT the minutes from June 3, 2019 be accepted.

CARRIED

**6. DELEGATIOS/PRESENTATIONS: NIL**

**7. CORRESPONDANCE:**

**C-1**                MOVED by Comm. Wark, SECONDED by Comm. Houley

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

CARRIED

**C-2**                MOVED by Comm. Courtoreille, SECONDED by Comm. Wark

THAT the Civic Properties Commission denies Hal Holden's request to sharpen skates at the Rec Centre for the 2019-2020 ice season. AND that Staff prepare a RFP for interested skate sharpening service providers at the Rec Centre.

CARRIED

**8. OLD BUSINESS:**

**OB-1**                All commissioners weren't in attendance therefore Civic Properties Commission tabled the request of 50% discount for the Chetwynd Primary Care Nursed on a 3, 6 or 12 month gym or pool pass.

CARRIED

**OB-2**                MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

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.

CARRIED

**9. REPORTS**

**R-1 – R-3**                MOVED by Comm. Houley, SECONDED by Comm. Courtoreille

THAT reports R-1 through R-3 are received for approval

CARRIED

**10. NEW BUSINESS:**

**NB-1** Request for Decision

MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

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 groups in the Region; to be determined by the Peace River Regional District Board.

CARRIED

**NB-2** MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

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.

CARRIED

**11. ADJOURNMENT:** Comm. Rose adjourned the meeting at 4:45pm

Next Meeting October 22, 2019

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Dan Rose,  
Chairperson

Elaine Webb  
Secretary