

CIVIC PROPERTIES COMMISSION MEETING AGENDA
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DATE: November 26, 2019

LOCATION: Pine Room

TIME: 4pm

1. Call the meeting to order

3. Director's notice of new business

4. Adoption of Agenda

5. Minutes from the previous meeting – October 22, 2019

6. Delegations/Presentations - NIL

7. Correspondence - NIL

8. Old Business

OB-1 Charla Balisky Discount Request (Tabled)

OB-2 Skate Sharpening RFP

9. Reports

R-1

R-2

R-3

R-4

10. New Business:

NB-1 Sound System Budget

NB-2 Spray Park/Playground

11. Adjournment:

Next scheduled meeting:

MINUTES OF CIVIC PROPERTIES COMMISSION MEETING

DATE: October 22, 2019
TIME: 4:00 pm
PLACE: Rec Centre – Pine Room

PRESENT:

Dan Rose, Area E Director PRRD, Chair
Carol Newsom, Chief Administrative Officer
Comm. Allen Courtoreille
Comm. Janet Wark
Comm. Rochelle Galbraith
Comm. Walter MacFarlane
Elaine Webb, Recreation Programs Manager
Kristina Phillips, Manager of Leisure Services

ABSENT:

Comm. Larry Houley, Alternate Chair
Steve McLain, Director of Recreation
Bryna Casey, Parks and Rural Recreation Coordinator, PRRD (via polycom)

GUEST:

Ellen McAvany, Economic Development Officer/Parks Manager

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. Galbraith, SECONDED by Comm. Courtoreille

THAT the Agenda for October 22, 2019 be accepted

CARRIED

4. MINUTES FROM THE PREVIOUS MEETING:

MOVED by Comm. Wark, SECONDED by Comm. Courtoreille

THAT the minutes from September 17, 2019 be accepted.

CARRIED

5. DELEGATIOS/PRESENTATIONS: NIL

6. CORRESPONDANCE:

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

THAT the Civic Properties Commission approves individual free multi-use passes to the Chetwynd & District Rec Centre on a need be continual basis for the Welcome to Chetwynd Packages that are given out at the Chetwynd Public Library.

CARRIED

C-2 MOVED by Comm. Galbraith, SECONDED by Comm. Wark

THAT the Civic Properties Commission denies the donation request to the 258 Little Giants Royal Canadian Air Cadet Squadron.

CARRIED

C-3 MOVED by Comm. Galbraith, SECONDED by Comm. Wark

THAT the thank you letter from the Chetwynd International Chainsaw Carving Championship Society be received for information.

CARRIED

7. 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

8. REPORTS

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

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

CARRIED

Staff to look into posts with chains hung between them or portable parking stop/curb blocks to stop people from parking past the pavement in the parking lot into the boulevard. Also check with the contractor who does snow removal in parking lot about building a snow berm for the winter.

9. NEW BUSINESS:

NB-1 Request for Decision

MOVED by Comm. Rochelle, SECONDED by Comm. Courtoreille

THAT the Civic Properties Commission accepts the Chetwynd Curling Rink Facilities Agreement for the 2019/2020 season.

CARRIED

NB-2 MOVED by Comm. Wark, SECONDED by Comm. Galbraith

THAT the Skate Sharpening RFP (for review) be received for information.

CARRIED

NB-3 MOVED by Comm. Wark, SECONDED by Comm. Galbraith

That Civic Property Commission authorise Administration to apply for the Northern Development Initiative Trust (NDIT) Community Halls and Recreation funding for new Sound System & Conference Amenities.

CARRIED

Commission directed Administration to add into 2020 budget for the Sound System & Conference Amenities.

NB-4 MOVED by Comm. Wark, SECONDED by Comm. Galbraith

Staff to look into a program where if you are away to the Ghoulish Affair and children come to your house Trick or Treating you have the option of donating to the Ghoulish; put a door knocker on your door stating you donated.

Implemented for 2020 Halloween season.

10. ADJOURNMENT: Comm. Rose adjourned the meeting at 4:50pm

Next Meeting November 26, 2019

Dan Rose,
Chairperson

Elaine Webb
Secretary