

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, December 13, 2012 at 2:30 pm.

**PRESENT:** A. Siebring, T. Duncan, L. Iannidinardo, J. Woike, Alternates K. Marsh, K. Williams, S. Jackson

**ALSO PRESENT:** R. Austen, General Manager, Parks, Recreation & Culture  
J. Ellis, Manager, Corporate Planning  
J. Wakeham, Manager, Facility, Fleet & Transit  
R. Williams, Transit Analyst  
J. Elzinga, Manager, Island Savings Centre  
K. Schrader, Manager, Arts & Culture  
B. Coleman, Coordinator, North/Central Cowichan Facility  
D. Williams, Programmer, Youth Outreach  
A. Plunet, Recording Secretary

**ABSENT:** P. Kent, B. Lines, L. Duncan

**APPROVAL OF  
AGENDA  
2012- 87**

**It was moved and seconded that the agenda be approved as presented.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
2012-88**

**It was moved and seconded that the minutes of the November 8, 2012 regular meeting of the Island Savings Centre Commission be approved.**

**MOTION CARRIED**

**DELEGATION  
D1**

Cowichan Seniors Community Foundation Delegates C Hunt and C. Thompson explained the programs and services currently offered by the Foundation, stating the need for the provision of a senior resource information hub that is well known and accessible for all. Some members of the Foundation have expressed interest in acquiring space within the old Aquannis Centre to coordinate an exchange of information to those who need it.

The Commission affirmed that an information hub would benefit the entire Cowichan Region, and suggested that discussion on this matter be forwarded to the Division of Family Practice for inclusion in the Request for Proposal for space within the Aquannis Centre.

**BUSINESS  
ARISING  
BA1**

The ISC Sustainable Plan was reviewed for the Commission as for budget discussion in the new year.

**BA2** The Commission revisited the request made in November by the Cow Café Hockey Club for a reduction in ice rental fees to help maximize their donation to the Cowichan Valley Fire Prevention Association. As the Centre offers local not for profit and private rates that are already heavily subsidized, the request for fee reduction was denied.

**2012-88** **It was moved and seconded that the Island Savings Centre Commission respectfully decline a request by the Cow Cafe Mens' Rec Hockey Team for a reduction in ice rental fees during an April 2013 tournament.**

**MOTION CARRIED**

**BA3** Staff have researched smoking policies adhered to by other recreation facilities to determine a standard for a no-smoking perimeter around the Island Savings Centre. ISC staff requested direction from the Commission on the possibility of providing either a designated smoking area on the property or a total ban. As other recreation facilities have successfully maintained a total smoking ban on their facilities and surrounding properties, the Commission stated their preference for a total smoking ban at the Island Savings Centre.

The staff and public will be responsible to enforce the regulation. The total ban will take place in a timely manner at the end of the 2012/2013 ice season.

**2012-89** **It was moved and seconded that the Island Savings Centre Commission support a full smoking ban with appropriate signage on the facility and grounds of the Island Savings Centre, and that the policy be implemented to correspond with the end of the 2012/13 ice season.**

**MOTION CARRIED**

ISC staff were directed to report back to the Commission in January with a total smoking ban implementation plan.

L. Iannidinardo left the meeting at 4:25 pm.

**BA4** Grant money was successfully raised for the installation of a dual-cord level 2 charge station at the Island Savings Centre. In order to help support and promote clean energy vehicles and sustainable communities, it was recommended that the Island Savings Centre Commission approve the installation of a DC Fast Charge electric vehicle charging station on the ISC property, within close proximity of the level 2 charging station already purchased, and that the Commission enter into a 5 year contract with BC Hydro.

**2012-90** **It was moved and seconded that subject to confirmation of**

**Provincial grant funding, the Island Savings Centre Commission support entering into a 5 year operating agreement with BC Hydro for:**

- 1. The installation of an electric vehicle DC Fast Charge Station at an agreed location at the Island Savings Centre;**
- 2. The expenditure for the annual lease and operation of the unit, with the understanding that the usage fees will offset the operation and usage expenditures;**

**And that the CVRD Board and Corporate Secretary be authorized to sign the agreement.**

**MOTION CARRIED**

K. Marsh left the meeting at 3:54 pm.

**BA5**

The ISC Division Work Plan priorities for 2012 were discussed. High priority plans included the implementation of a long term food and beverage plan; licensing of dressing rooms; the redevelopment of the front of the Aquannis Centre, expanding youth outreach, increasing access for gymnastics and creating a teaching/learning centre for childcare in partnership with VIU; creation of a marketing plan for the ISC Division; implementation of the sustainability plan for the Centre, and the reinstatement of the former level of programming.

The Commission directed staff to seek additional community input, and to discuss the Centre's financial future with representative groups in the new year to garner true representation from the community at broad, and not primarily from taxpayers.

J. Ellis and R. Williams left the meeting at 4:30 pm.

The Arts and Culture Manager discussed work plan priorities for 2012. The top priorities successfully completed in 2012 include:

- Implementing the sustainability plan for the Centre
- Hiring a marketing consultant and developing a marketing plan for the Cowichan Theatre
- Reviewing staffing levels at the Cowichan Theatre in relation to workload and a cycle of staff burn out
- Encouraging active participation in the CVRD wellness program and developing a new wellness program internally for Theatre staff
- Reinstating the position of a second Assistant Technical Director
- Upgrading several pieces of antiquated Theatre equipment such as speakers, multi-media switching hardware, audio/visual, moving lights and more
- Continuing to partner with the three arts councils in the region
- Taking over management of the Cowichan Theatre concession which includes ongoing improvements and restructuring
- Installation of the first Cowichan Theatre exterior signage
- Producing two brochures instead of one for the 2011-2012 and

2012-2013 Theatre seasons

- Working with the Newsleader Pictorial on producing the second annual Fall Arts and Culture Guide
- Encouraging region wide participation in the national arts awareness program Culture Days and sitting on the provincial task force
- Encouraging and facilitating region wide participation in the annual BC Arts and Culture week and the BC Cultural Crawl
- Producing the third annual fundraiser VDay Cowichan: The Vagina Monologues which in partnership with Cowichan Women Against Violence raised over \$7,000 for local women's shelters and programs plus over \$700 for women's organizations in Haiti.

Projects underway in 2012 that are ongoing include the website redesign for the Cowichan Theatre; the regional cultural mapping project called Cowichan Culture Counts, establishment of an Arts and Culture Committee of the CVRD Board, and working with local governments and community stakeholders to plan for a long term region wide arts and culture tax allocation to support community cultural development.

K. Schrader left the meeting at 4:45 pm.

#### DEPARTMENTAL STAFF REPORTS:

D. Williams, Youth Outreach Programmer, reported:

- There has been steady growth in the Drop in Centre program since the program was coordinated to coincide with the Cowichan Secondary School's lunch break. Funds raised from the City of Duncan's Olympic Torch Relay Legacy Fund are used to provide the lunch program.
- The successful Jumpstart program operates on an \$18,000 budget, and continues in partnership with multi agency groups.

The Parks, Recreation and Culture Manager stated that the Youth Outreach Program has become an important asset to the community and thanked the Programmer for her efforts.

B. Coleman, North/Central Cowichan Facility Coordinator, reported:

- Quotes are being gathered to remove asbestos from the Aquannis Centre boiler room.
- Worn out equipment on site is being replaced.
- The Cowichan Arena players' entrance doors will require replacement.

J. Elzinga, ISC Manager, proposed that the regularly scheduled January Commission meeting be held two weeks later than usual, to commence on January 24, 2013.

2012-91

**It was moved and seconded that the January Commission meeting be moved ahead to January 24, 2013 from January 10, 2013.**

**MOTION CARRIED**

**UNFINISHED BUSINESS**            No Unfinished Business

**CORRESPONDENCE**        No correspondence

**NEW BUSINESS**            No new business

**ADJOURNMENT**            **It was moved and seconded that the meeting be adjourned.**

**2012-92**  
4:55 p.m.

**MOTION CARRIED**

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Dated: