

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, June 13, 2013 at 2:30 pm.

PRESENT: A. Siebring, S. Jackson, T. Duncan, J. Woike, L. Heinio

ALSO

PRESENT: R. Austen, General Manager, Parks Recreation & Culture
J. Elzinga, Manager, Island Savings Centre
J. Wakeham, Manager, Facility, Fleet and Transit
K. Schrader, Manager, Arts & Culture
B. Coleman, Coordinator, North/Central Cowichan Facility
A. Plunet, Recording Secretary

ABSENT: B. Lines, L. Duncan, L. Iannidinardo

**APPROVAL OF
AGENDA
2013-38**

It was moved and seconded that the agenda be approved.

MOTION CARRIED

**ADOPTION OF
MINUTES
2013-39
BUSINESS ARISING**

It was moved and seconded that the minutes of the Regular Island Savings Centre Commission meeting of May 9, 2013 be adopted.

BA1

The Arts and Culture Division Manager K. Schrader reviewed priorities of the Division Work Plan for 2013. A high priority is to establish a steering committee to work with local governments and community stakeholder groups toward a plan for a regional arts, culture and heritage service function.

BA2

The Facility, Fleet and Transit Manager J. Wakeham re-submitted Division Work Plan priorities for 2013, as discussed at the May 9, 2013 meeting.

BA3

The Island Savings Centre Manager J. Elzinga reviewed Division Work Plan priorities for 2013. A high priority is the development of a marketing and programming plan for the ISC, and potential establishment of a programming partnership with VIHA which may include creation of a primary health care facility in the Aquannis Centre. The need for guiding rules of policy for the marketing of the World's Largest Hockey Stick was discussed.

CORRESPONDENCE

A letter dated June 12, 2013 from Cowichan Valley School District, discussed the District's restructuring, and consequent reduction in usage of facilities within the Island Savings Centre, effective June 30, 2013.

INFORMATION No information

STAFF DEPARTMENT REPORTS

SR1 B. Coleman, Facility Coordinator, reported on completed projects: The roundabout project with North Cowichan, arena exit doors, awarding of tender for the arena ice plant roof, installation of refrigerated water coolers and approval to complete a sidewalk for the fast track charging station.

SR2 K. Schrader, Arts & Culture Manager, submitted information on an initiative to support growth and innovation in the Arts & Culture industry. Interviews will soon be conducted for positions of Publicist, Administrative Secretary and Booking Facilitator. The Cowichan Theatre website will be launched mid- August.

SR3 J. Elzinga, Island Savings Centre Manager reported that interviews have been set for the sports programmer position, options are being discussed with the CV Capitals for an additional dressing room, and new security measures are being investigated for installation in the Fall.

UNFINISHED BUSINESS

UB1 A resolution was submitted by Councillor Jackson to update the CVRD Harassment Policy.

2013-40 **It was moved and seconded to move forward a recommendation that CVRD staff review the CVRD Harassment Policy and make recommendations including but not limited to:**

- i. Updating the language and**
- ii. Consequences of harassment by staff or elected representatives to the Board.**

MOTION CARRIED

UB2 The City of Duncan and Municipality of North Cowichan, owners of the space formerly known as the Aquannis Centre, have agreed to enter into an agreement with the CVRD for the cost of \$1.00 for the purpose of the CVRD exercising management and control of the space.

Ownership of the Centre will remain with the owners, who will pay to the CVRD budget approved operating expenses and administrative charges for the Centre. The agreement will terminate on August 31, 2014.

2013-41

It was moved and seconded that the CVRD enter into an agreement for \$1.00 with the City of Duncan and the Corporation of the District of North Cowichan to expire on August 31, 2014, for the purpose of the CVRD exercising management and control of the space formerly known as the Aquannis Centre.

MOTION CARRIED

NEW BUSINESS

NB1

A Staff Report of June 11, 2013 was submitted with recent Island Savings Centre budget implications relating to the recent increase of property insurance and the restructuring of School District 79, causing reduced rental revenue of Island Savings Centre facilities. Further discussion is anticipated to address the shortfall.

A recent reassessment for the replacement value of the Island Savings Centre has resulted in a significant increase in insurance rates. It was suggested that CVRD staff research insurance carriers to obtain a competitive bid to cover replacement value of all CVRD facilities.

2013-42

It was moved and seconded that CVRD staff research other options for insurance carriers to obtain a competitive bid to cover the replacement value of CVRD facilities.

MOTION CARRIED

As per general practice over the summer, the Commission will hold a meeting in July only, reconvening September 12, 2013.

ADJOURNMENT

2013-43

3:24 p.m.

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

Certified Correct:

Chairperson

Secretary

Dated: