

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, December 10, 2009 at 2:30 pm.

PRESENT: Councillors J. Winfrey, T. Duncan, G. Seymour, A. Siebring, L. Duncan, Alternate Director L. Heinio

ALSO

PRESENT: R. Austen, General Manager, Parks, Recreation and Culture
M. Kueber, General Manager, Corporate Services
J. Wakeham, Manager, Facility, Fleet & Transit,
J. Elzinga, Manager, ISC
D. Weibelzahl, Acting Manager, Arts & Culture
B. Coleman, Operations Coordinator
D. Begley, Youth Outreach Programmer
A. Spalding, Administration & Facility Bookings Coordinator
A. Plunet, Recording Secretary

**APPROVAL OF
AGENDA
09-77**

It was moved and seconded that the agenda be approved with amendments and changes in order as presented.

MOTION CARRIED

**ADOPTION OF
MINUTES
09-78**

It was moved and seconded that the minutes of the Nov. 12/09 Regular Meeting of the Island Savings Centre Commission be approved.

MOTION CARRIED

**YOUTH
OUTREACH
REPORT**

Programmer D. Begley stated:

New Youth Outreach programs are being developed for the new year, including a spring break teen skate. The Tuesday drop-in sports program has been moved to Mt. Prevost Middle School, with transportation provided for participants. Finding other gym time has been difficult.

Programmers have been meeting with the Youth Inclusion Program and the House of Friendship to build patterns of open communication

with the youth at risk. Connections are being made with teachers of alternative education to encourage youth at risk of all ages to return to schools.

An invitation was given to the Commission members to attend the Open House grand opening of the newly designated Youth Drop-In Centre.

**OPERATION
REPORT**

B. Coleman stated:

The HVAC and lighting upgrades within the spaces designated for the Duncan Dynamics and the Youth Outreach Program are currently underway, with heating units on order. Alternative methods of heating have been provided in the meantime.

The Cowichan Place roundabout offers challenges that are being met as they occur. Paving of the area is expected by month's end.

Graffiti is on the rise, and staff will continue to send reports to Community Policing. Exterior furniture is currently being built by in-house staff as a cost effective measure.

**ARTS &
CULTURE
REPORT**

D. Weibelzahl stated:

As the season wraps up for the 2009 year, the busy Christmas season heads into another busy season for 2010. Ms Kirsten Schrader, currently the Arts Coordinator for the City of Richmond, B.C., has been appointed the position of Arts and Culture Manager for the CVRD, and will begin her appointment as of January 18, 2010.

The ISC Commission thanked Mr. Weibelzahl for a job well done in his temporary position as Acting Manager of the Arts and Culture Division.

**BUSINESS
ARISING FROM
THE MINUTES**

Digital Signage

ISC staff continues to pursue options regarding Video Screens for advertising of programs and events at the Island Savings Centre, researching the possibility of revenue sources if managed internally. A recommendation will be provided to the Commission in the new year.

Liquor Primary
Licence

Application for the Liquor Primary Licence #218336 has been approved, for sections 1 through 4; sections 7 through 10, and the side viewing boxes of the Cowichan Arena.

NEW BUSINESS
ISC 2009 Budget

Mr. M. Kueber, General Manager, Corporate Services Division of the CVRD, offered a verbal report and overview, providing clarity on both the budgeting process as well as future projections of the ISC Budget. A new format template showed a Core Budget identifying reasons for 2010 increases, plus supplemental new services and additional items.

A proposed 14.4% requisition increase in 2010 will be due in part to yearly wages and benefits, services from other CVRD departments, property insurance, an increase due to surplus carried over from 2008 and capital monies not offset by Island Savings Credit Union Corporate Sponsorship. The capital included \$105,000 for the purchase of a Zamboni, \$50,000 for a sound board for the Cowichan Theatre, and \$15,000 for a mandated air compressor by the Safety Authority.

Discussion ensued on possible ways to increase revenue without increasing costs, and cutting out heavily subsidized services. Staff was directed to identify the impact should services be reduced, and prepare a report for both the City of Duncan and Municipality of North Cowichan to take back to their Councils for consideration.

09-79

It was moved and seconded that Island Savings Centre staff be directed to prepare a budget report with requisition increase options of 3.5%, 7%, and 14%, with a recommendation at each level as to the impact of services; and that the recommendation be taken back to the City of Duncan and the Municipality of North Cowichan for consideration.

After a brief discussion, an amendment was made to the Motion, requesting an adjustment in percentages be used in the Manager's Report.

09-79

It was moved and seconded for an amendment to the motion that Island Savings Centre staff be directed to prepare a budget report with requisition increase options of 3.5%, 7%, and 10%, with a recommendation at each level as to the impact of services; and that the recommendation be taken back to the City of Duncan and the Municipality of North Cowichan for consideration.

MOTION CARRIED

ISC Manager J. Elzinga was requested to include in his report options on food and beverage services, as well as increases in rental rates, and that the report be brought back to Commission for a Special Budget Meeting on Thursday, January 7, 2010.

M. Kueber and Director L. Duncan left the meeting at 4:10 pm.

ESS Response

The Island Savings Centre opened as an Emergency Reception Centre on Friday, November 20, 2009, to address the needs of a flooding situation in the Cowichan Valley in a first time level of emergency. Senior staff worked together with members of the CVRD, the City of Duncan and Municipality of North Cowichan to produce a united front for this level of emergency response.

**Coordinator
Appointment**

With the recent retirement of the Sports & Events Coordinator, Facility Booking duties for all areas of the building have been allocated to the Facility Booking Clerk, while Events Services duties will be coordinated with Food & Beverage services.

ISC staff Mr. Jamie Rigby was recently appointed to the position of Event and Food & Beverage Coordinator for the ISC.

**Arts & Sports
Scholarships**

Recent discussions with two recipients of the 2009 Cowichan and Chemainus Valley's Arts & Sports Scholarships have expressed regret that due to financial hardship they would not be attending post secondary school until the following school year in order to work and save funds. As conditions of the bursary dictates that the money be used within the same year as high school graduation, the students would no longer qualify to receive their award.

Recognizing the restrictive time period and the inability of students to meet those restrictions, the Commission agreed to extend the length of time needed for award recipients in order to provide proof of school registration, to Dec. 31 of the year following high school graduation.

09-80

It was moved and seconded that the Island Savings Centre Commission support the motion to extend the proof of registration until December 31 of the year following graduation from high school for recipients of the Cowichan and Chemainus Valleys Arts and Sports Scholarships.

MOTION CARRIED

09-81

It was moved and seconded that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, Section 90, Subsection (1) (k).

MOTION CARRIED

ADJOURNMENT

09-84

It was moved and seconded that the Regular meeting of the Island Savings Centre Commission adjourn.

MOTION CARRIED

The meeting was adjourned at 4:55 pm

The next regular Island Savings Centre Commission Meeting will be held January 14, 2010, at 2:30 pm, or at the call of the Chair.

Certified Correct:

Chairperson

Secretary

Dated: