

Minutes of the regular meeting of the Board of the Cowichan Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, January 10, 2008 at 3:00 pm.

**PRESENT:** Councillors G. Seymour, A. Murray, J. Winfrey,  
Director M. Tansley

**ALSO**

**PRESENT:** R. Austen, General Manager  
A. Plunet, Recording Secretary  
N. Hamilton, Youth Outreach (Partial Attendance)  
L. Rogerson. Youth Outreach (Partial Attendance)

**ELECTION OF COWICHAN CENTRE COMMISSION CHAIR**

Nominations were requested by the General Manager for the office of Chair of the Cowichan Centre Commission for the year 2008.

Councillor Winfrey was nominated for the position of Chair.

There being no further nominations, nominations were declared closed and Councillor Winfrey was declared elected by acclamation Chair of the Cowichan Centre Commission for the year 2008.

**ELECTION OF COWICHAN CENTRE COMMISSION VICE-CHAIR**

Nominations were requested by the General Manager for the office of Vice Chair of the Cowichan Centre Commission for the year 2008.

Councillor Seymour was nominated for the position of Vice-Chair.

There being no further nominations, nominations were declared closed and Councillor Seymour was declared elected by acclamation for the position of Vice Chair of the Cowichan Centre Commission for the year 2008.

The Cowichan Centre Special Events List was added to the Addendum under Information.

**APPROVAL OF  
AGENDA  
(08-01)**

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

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
(08-02)**

**It was moved and seconded that the November 8, 2007 Regular Minutes of the Cowichan Centre Commission be approved.**

**MOTION CARRIED**

**YOUTH  
OUTREACH  
PROGRAM  
REPORT**

Nov. 21/07 Citizen Newspaper article “Positive work done by young people goes unacknowledged” applauded the youth of the Valley who make a positive contribution to the community, and encouraged readers to interact in a positive manner with the youth around them.

- Leah Rogerson, Youth Outreach Programmer, reported the following:

The Youth Outreach Program has completed a very successful year. Breakout sessions at Quamichan School maintained a core group of 18, with an increase in numbers of 14-16 year olds attending for a total of over 83 youth. The Youth Action Krew recently held a double feature Movie Night, where intra-school friends were invited to attend. Plans are being developed for the May 2, 2008 Youth Empowerment Day. Girls on the Move continues to be a successful program at the Centre, with Chemainus Secondary School’s new program being developed with a second session beginning in April, 2008. Two practicum students attending the Child and Youth Care program at Malaspina University will be assisting the Y.O. Program. A special project will be undertaken through the art department at Cowichan Secondary School, involving painting ceiling tiles for the Youth Corner in the Maple Room of the Cowichan Centre.

As the youths’ attendance to Drop-In Programmes grows, management has received notes of concern both formally and informally from the public, noting that with the increased movement of youth at the Centre, there has also been an increase in negative behaviour. It was suggested

that personal safety could be strengthened by offering information and training to staff on how to assist people such as the Youth at Risk, and by emphasizing the necessity of teamwork.

N. Hamilton offered information relating to the Community Kitchen Project. What began as a CV Alternate Living project for youth, has now become a Youth Outreach program, with an assisting volunteer facilitator.

Discussion took place on the movement of youth from Cowichan Bay to other cross boundary areas. A suggestion was made to have the Cowichan Centre Commission members who sit on the Cowichan Valley Regional District Board hold unofficial talks with other CVRD Board Members in order to gauge their reaction to the possibility of a more regional approach to recreation youth outreach programming.

**BUSINESS  
ARISING OUT  
OF MINUTES  
BA1  
Decommissioned  
Aquannis Ctr.**

- Letter dated Nov. 16, 2007 from M. Ruttan, District of North Cowichan to R. Austen, stated that at the Oct. 16/07 Council Mtg., North Cowichan passed a resolution to ask the Cowichan Centre's General Manager for a report of options for the Aquannis Centre once the new pool is built.
- Nov. 9/07 Citizen Newspaper article "N. Cowichan firming up two-tier pool fees" stated that North Cowichan councilors stood by their commitment to implement a two-tier registration system at the new Aquatic Centre.

December Citizen Newspaper editorial "Duncan's Big Stick being obscured – relocation next?" and the December News Leader Newspaper article/editorial "Save our Big Stick" stated that the sight lines of the Hockey Stick have become obstructed along the east side of the Cowichan Centre. Although there are no plans to move the Stick at this time, it was suggested that as future expansion plans develop for Cowichan Place, a relocation point for the Stick might become a consideration.

The General Manager informed the Commission that authorization has been given to staff to remove two oak trees at the James St. entrance to the Centre's East Parking Lot because of reduced vehicle traffic sight lines due to the location of the new Aquatics Centre. Another oak tree will also be removed in front of the Arena entrance in order to situate a

new walkway to the new pool. The walkway construction will be undertaken by the District of North Cowichan.

In a December, 2007 Business Vancouver Island news update “West Coast ponders \$17 M. pool/arena” the co-chair of the West Coast Recreation Society stated that a regional approach would allow the society to pursue provincial and federal grants towards obtaining funding for a proposed arena and pool complex.

The Cowichan Centre Commission’s September, 2001 Private/Public Naming Rights Policy was re-submitted for Commission discussion. The General Manager stated that private sector naming rights revenue for the Cowichan Centre may provide the Centre with a portion of the funds necessary to refit the Aquannis Centre. He also stated that even if the owners of the Aquannis Centre (District of North Cowichan & City of Duncan) decided not to re-develop the space immediately following the closure of the pool, there will still be a need for funds to “mothball” the Aquannis Centre in 2008.

The General Manager stated that he hopes to present potential options and cost estimates for the “old” space, including keeping the space temporarily closed to the public, at the February Commission meeting.

Councillor Seymour offered to discuss the Centre Commission’s Naming Rights Policy to the North Cowichan Pool Design Committee for further discussion.

**BA2  
World U-17  
Hockey Challenge**

- Cowichan Centre Staff Report dated Nov. 29, 2007 to CVRD Board requested to the Cowichan Valley Regional District Board that a letter be sent to the 2009 World Under 17 Hockey Challenge Society by Dec. 25/07 in support of their application for funds from the Island Coastal Economic Trust (ICET) to host the Under 17 World Hockey Challenge (City of Port Alberni).
- Nov. 19, 2007 letter from R. Paulson, Chair, 2009 World Under 17 Hockey Challenge to J. Peake, Chair, CVRD requested support of the Board for the application for funding from the Island Coastal Economic Trust to assist with costs of hosting the 2009 World Under 17 Hockey Challenge.
- Nov. 28, 2007 letter from R. Paulson, Chair, 2009 World Under 17 Hockey Challenge to Cowichan Staff invited the Cowichan Valley to join Alberni Valley, Nanaimo, Oceanside, the Comox Valley and Campbell River as a partner in hosting the 2009 World Under 17 Hockey Challenge. Although the Host Committee (Port Alberni)

accepted responsibility for associated costs, an agreement with the Centre had previously been reached in principal for support. A timely response regarding details of a formal partnership has been requested.

- A First Edition Newsletter for the 2009 World Under 17 Hockey Challenge explained the caliber of players, and the committee's plans to work closely with the partner communities. Further issues will be distributed on a tri-monthly basis leading up to the event.

**COMMUNI-  
CATIONS**

**C1**

**(07-20-11)**

- Letter dated Nov. 20/07 from R. Faulkner to Cowichan Centre explained problems he experienced recently while trying to obtain disability access in the Cowichan Centre.

**(07-05-12)**

- Letter dated Dec. 5/07 from B. Coleman informed R. Faulkner of the changes made to restrict access on the arena doors only while the Arena is in shutdown mode. Staff have also been made aware of the situation.

**(07-11-12)**

- Letter dated Dec. 11/07 from R. Faulkner to Cowichan Centre thanked the Centre Operations Manager for his reply.

**C2**

**(07-26-11)**

- Letter dated Nov. 26/07 from M. Ruttan, District of North Cowichan to Cowichan Centre Commission advising that Council approved the 2008 Proposed Aquannis Centre Annual Budget with a requisition of \$907,891, apportioned between the City of Duncan and North Cowichan.

**INFORMATION**

**IN1**

- Nov. 27, 2007 Memorandum from BC Ministry of Health detailed amendments to the BC Tobacco Control Regulations, in which smoking is banned in or near public places and work places, effective March 31, 2008.

**IN2**

- Cowichan Centre Employee Orientation Handbook

**IN3**

- Cowichan Theatre January– June, 2008 Centre Stage Brochure  
Commission members commented favorably on the professional appearance of the Centre Stage Brochure, and suggested two possible locations for brochure drop-offs in the Cowichan Bay area: the Volunteer Policing Station; and the Wooden Boat Society.

- IN4 - Cowichan Centre January to March 2008 Active Living Guide
- IN5 - North American Indigenous Games – Updated list of rooms required within the Cowichan Centre for the purpose of the Athlete Centre.
- IN6 - Cowichan Centre Special Events List Jan 12 – Mar 29/08

**REPORTS**

Nov. 28, 2007 Cowichan Centre Staff Report offered an update of recent activities of the Food and Beverage Department, including a 20% increase of available staff compared to 2006; significant training made available to staff; redefining of staff duties; new menus in the Café Central, Catering and Heritage Hall; increased emphasis relating to Point of Sales at all F&B locations; product research and development.

The F&B service has shown improvement including consistent hours of service, reduced line-ups during large events, and improved overall professional appearance of staff.

**NEW  
BUSINESS**

No New Business

**ADJOURNMENT  
(08-03)**

**It was moved and seconded that the meeting be adjourned at 4:32 pm.**

Next regular Cowichan Centre Commission Meeting to be held Thursday, February 14, 2008, 3:00 pm in the Centre Board Room.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

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