

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, October 14, 2010 at 2:30 pm.

PRESENT: Councillors A. Siebring, T. Duncan, D. Haywood,
Directors L. Iannidinardo, L. Duncan, Alternate Director J. Krug

ALSO

PRESENT R. Austen, G. Manager, Parks, Recreation & Culture CVRD
J. Wakeham, Manager, Facility, Fleet & Transit, CVRD
J. Elzinga, Manager, ISC
K. Schrader, Manager, Arts & Culture, CVRD
B. Coleman, Facility Coordinator
D. Begley, Youth Outreach Programmer
A. Plunet, Recording Secretary

**CALL TO
ORDER**

The Island Savings Centre Commission Vice-Chair called the meeting to order.

**APPROVAL OF
AGENDA
10-62**

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

MOTION CARRIED

**ADOPTION OF
MINUTES
10-63**

It was moved and seconded to adopt the minutes of the September 9, 2010 regular meeting of the Island Savings Centre Commission.

MOTION CARRIED

**SPECIAL
REPORT:**

K. Schrader, CVRD Arts and Culture Manager, presented to the Commission a Five Year Strategic Plan for developing arts and culture throughout the Regional District. The Report included a Four Pillar Model of Sustainability and a vision for revitalizing rural economies through arts and culture.

Discussion ensued, and direction was given to staff to present her Five Year Plan Report throughout the region, beginning with a presentation to the Regional Services Committee of the CVRD.

- 10-64** **It was moved and seconded that the Island Savings Centre Commission direct the CVRD Arts and Culture Manager to present her Five Year Strategic Plan to the CVRD Regional Services Committee.**

MOTION CARRIED

DELEGATION: J. Brayden, President of the Cowichan Valley Arts Council, presented to the Commission a strategic business plan involving a partnership with the Island Saving Centre and a strengthening of community involvement with the Cowichan Theatre. Identifying their vision as being a conduit of information to the community and citing the ensuing need for permanent visible space in the Cowichan Valley, the request was made for a five year lease of the space previously used as the Café Central.

Discussion ensued. It was affirmed that although the Arts Council was an appropriate group to be housed in the specific location, it would be prudent to postpone further discussion until after presentation of the Food and Beverage Consultant's Report on October 28/10. It was noted that identification of custodial and maintenance costs to the Island Savings Centre would be necessary in future discussions.

- 10-65** **It was moved and seconded that the Cowichan Valley Arts Council proposal be added for discussion to the Oct. 28, 2010 Commission Meeting Agenda, and that associated costs to the Island Savings Centre be included in the discussion.**

MOTION CARRIED

**STAFF
REPORTS**

CR1 Arts & Culture Manager's Report:

Arts and Culture Manager K. Schrader reported on upcoming Theatre events; the recent rental of the Spirit Stage and the return of staff to full time capacity.

CR2 North/Central Cowichan Facility Coordinator's Report:

B. Coleman, Facility Coordinator reported on the now accessible parking lot roundabout for Island Savings Centre patrons; the time extension regarding the lighting tender, and the constant use of the newly developed Arena Players' Entrance.

CR3 Youth Outreach Programmer's Report:

D. Begley, Youth Outreach Programmer reported on the acquisition of a \$3000 grant from Penninsula Coop; the hiring of two new casual staff; the renewed partnering with other agencies; and the busy schedule of Fall programming.

CR4 Island Savings Centre Manager's Report:

J. Elzinga, Manager of Island Savings Centre reported on an upcoming workshop to be hosted by the Economic Development Commission and the Parks, Recreation and Culture Department in order to discuss obstacles and opportunities for Advanced Sports Tourism in the Cowichan Valley. Paid parking remains a subject for discussion with the Cowichan Place partners. A community survey is being developed to determine the future direction for the Island Savings Centre.

**BUSINESS
ARISING OUT
OF MINUTES**

BA1
Staff Report

R. Austen, General Manager of Parks, Recreation and Culture, recommended in a Oct. 4/10 Staff Report that the Island Savings Centre Commission and Kerry Park Recreation Commission phase out the use of their respective 15 Passenger Vans for public transportation use by June 1, 2011, and that in the interim, the vans be used conditionally for public transportation. The recommendation was also made that no further purchase of 15 seat Passenger Vans be acquired by the CVRD Parks, Recreation and Culture Department Divisions.

10-66 **It was moved and seconded that the Island Savings Centre Commission approve the Centre's 15 Passenger Van Report as presented.**

MOTION CARRIED

BA2
Staff Report

B. Coleman, North/Central Cowichan Facility Coordinator, recommended in an Oct. 4/10 Staff Report that the Island Savings Centre Commission approve the purchase of a new electrical Sub Station and pad for an approximate cost of \$105,000, to be funded by Reserve funds in 2010. An additional \$60,000 will be required within the 2011 budget to install the Sub Station. As the Reserve has insufficient funds, costs for installation are anticipated to come from Requisition or Island Savings Credit Union Sponsorship monies. In the event that installation is required before

December 31, 2010, a short term loan would be applied for and repaid by sponsorship monies in January 2011.

Recognizing the urgency of time and the imminent failure of the main electrical Sub Station, financial direction was requested regarding the purchasing process of obtaining three quotes, rather than the time restrictive Tender process.

10-67

It was moved and seconded that the Island Savings Centre Commission approve the purchase of a new electrical Sub Station and pad, and that the cost be funded by reserves in 2010, with installation costs expected in the 2011 Budget.

MOTION CARRIED

COMMUNICATION

INFORMATION

NEW BUSINESS

NB1

Although the current agreement between Ryan Vending and the Island Savings Centre has expired, services have continued to be provided to the Island Savings Centre. Staff was directed to proceed with Ryan Vending in an interim agreement regarding ad vending services as provided.

NB2

Acting upon direction previously given by the Commission to investigate the provision of child care at the Island Savings Centre, J. Elzinga, ISC Manager will research available grants with the City of Duncan such as the provincial "Towns for Tomorrow" Grant.

ADJOURNMENT

10-68

5:15 pm

It was moved and seconded that the Regular Meeting of the Commission be adjourned.

Certified Correct:

Chairperson

Secretary

Dated: