

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, March 24, 2011 at 2:30 pm.

**PRESENT:** Councillors A. Siebring, T. Duncan, G. Seymour,  
D. Haywood, L. Iannidinardo, Director L. Duncan

**ALSO**

**PRESENT** R. Austen, General Manager, Parks, Recreation & Culture  
J. Elzinga, Manager, ISC  
K. Schrader, Manager, Arts & Culture Division  
B. Coleman, Operations Coordinator  
A. Plunet, Recording Secretary

**CALL TO ORDER**

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

**APPROVAL OF  
AGENDA  
11- 11**

**It was moved and seconded that the agenda be amended with the addition of New Business item:**

**NB4 Gas Tax and Green Parking Lots**

**And further that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
11-12**

**It was moved and seconded that the minutes of the February 24, 2010 Special Budget Meeting of the Island Savings Centre Commission be approved.**

**MOTION CARRIED**

Director L. Duncan voiced his displeasure with the decision made during the Feb. 24, 2011 Special Budget Meeting to increase the Requisition for the ISC 2011 Budget Year from 2% to 9.51%.

**OPERATION  
REPORT  
R1**

North/Central Cowichan Facility Coordinator B. Coleman stated:

The tender process has begun regarding installation of the new electrical Kiosk. The transformer installation will tie in both the old and new substations over a short time period with shutdown of the facility taking place after 10:30 pm. 2010 projects have been largely completed, with storm pump installation a priority project for 2011.

**ARTS & CULTURE  
REPORT  
R2**

Arts & Culture Division Manager K. Schrader stated:

The successful March 11 V-Day annual benefit event to raise money for local women's groups and raise awareness of violence against women, raised over \$7,300 after costs with 10% of the proceeds going to Haiti and the rest to local women's groups. This event and workshops will continue to be offered as a community region wide project as an annual event.

Recognizing the need to increase the profile and representation of the Cowichan Theatre both nationally and internationally, the Arts and Culture Manager will be attending Pacific Contact, a networking conference in Vancouver, BC.

**RESOLVE INTO  
CLOSED  
SESSION  
11-13  
3:17 pm**

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

**MOTION CARRIED**

**RISE FROM  
CLOSED  
SESSION  
11-14  
3:45 pm**

**It was moved and seconded that the Commission rise without Report.**

**MOTION CARRIED**

**ISLAND SAVINGS  
CENTRE REPORT  
R3**

March 31, 2011 concludes the Manager's time commitment with the Cowichan Lake Arena project. The local Masons group has offered to buy the Island Savings Centre one Automatic External Defibrillator, as well as the Old Timers hockey team has offered to purchase ½ the cost of an additional one, bringing the number of defibrillators at the Centre to three by the summer of 2011.

Staff will meet March 31 with the Cowichan Place Partners for a discussion on joint services, and to receive an update from Vancouver Island University on items including paid parking. A joint services survey will ask each of the partners to address all potential issues including Collective Agreements.

A brief discussion ensued on identifying the owners responsible for the parking lots. The Manager will report back to the Commission at the next meeting with details of the existing Lease.

**BUSINESS ARISING  
OUT OF MINUTES  
BA1**

March 10, 2011 Staff Report recommended that action be taken to write off outstanding bad debts that are not collectable. These accounts have been frozen and no participation will be permitted within the entire Island Savings Centre.

**11-15**                      **It was moved and seconded that the bad debts as presented be written off.**

**MOTION CARRIED**

**BA2**                      In discussion Re: Long Term Capital Reserve Funding, reference was made to a previous suggestion that the Arts and Culture Division Manager increase funding in order to provide a strategic policy over the next few years.

Recognizing that a recent public opinion poll projected the preference of residents to set aside money in Capital Reserves for Budget and Capital projects, it was deemed essential to set aside long term funds for building requirements. Staff was encouraged to explore options for increasing funding in Capital Reserves over a long term basis.

**11-16**                      **It was moved and seconded that the Arts and Culture Division staff be requested to explore and present options for increasing funding in Capital Reserves on a long term basis to meet the future needs of the Cowichan Theatre at the Island Savings Centre.**

**MOTION CARRIED**

Discussion ensued. It was suggested that staff provide a report in late summer 2011 to allow time to look at funding prior to the next year's Budget. Stating that the Arts and Culture Division would require additional time to implement Ticket User Fees before the 2011/2012 season, the Arts and Culture Manager stated that a report on User Fees will be provided at the May 2011 meeting.

**CORRESPONDENCE**  
**C1**

Correspondence from Mr. J. Chapman March 12, 2011 re: Implementation of parking fees at the new VIU campus was provided for information.

**11-17**                      **It was moved and seconded that the March 12, 2011 correspondence from J. Chapman be accepted and filed as information.**

**MOTION CARRIED**

**INFORMATION**  
**IN1**

February 16/11 Cowichan Valley Citizen newspaper article Re: Columbia Fuels Hockey Day in the Valley was provided for information.

**NEW BUSINESS**  
**NB1**

A Media Release dated February 16/11 "Gordon new Majority owner of the Caps" articulated the change in ownership of the BC Hockey League's Cowichan Valley Capitals, and was provided for information.

**NB2**

A March 1, 2011 Memorandum Re: Proposed Public Health Smoking Protection Bylaw No. 2084 requested input from the Commission on whether a similar bylaw should be considered for community parks and public open places.

Discussion ensued. Enforcing a ban to prevent smoking within a 7.5 meter distance from any door or window that opens or any air intake would be impractical from an operational need. The consensus was to remain with the smoking ban provincial standard of up to 3 meters from an air intake.

B. Coleman left the meeting at 4:30 pm.

**NB3**

Councillor J. Winfrey and Alternate Director L. Heinio were appointed in absentia, to review the received 2011 Cowichan Valley Arts and Sports Scholarship applications and to award two \$500 Art Scholarships and two \$500 Sports Scholarships to winning recipients.

Councillors T. Duncan and A. Siebring volunteered to stand in for the appointees should they be unable to provide this service.

**NB4**

Addressing the need to improve the quality of the Island Savings Centre parking lots, a discussion took place on the future of eco friendly green parking lots.

For future discussion prior to presentation to the Board, staff was directed to put together a list of infrastructure needs in anticipation of gas tax funding that could be made available in 2014.

**ADJOURNMENT  
11-18**

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

**MOTION CARRIED**

The meeting adjourned at 4:38 pm

The next regular Island Savings Centre Commission Meeting will be held at the call of the Chair.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

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