

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, February 2, 2012 at 2:30 pm.

PRESENT: L. Iannidinardo, P. Kent, T. Duncan, A. Siebring, B. Lines, L. Duncan, Alternate Director L. Heinio

ALSO

PRESENT: J. Elzinga, Manager CVRD
J. Ellis, Manager, Corporate Planning CVRD
M. Kueber, Manager, Finance CVRD
J. Wakeham, Manager, Facility, Fleet & Transit CVRD
B. Coleman, Facility Coordinator, North/Central Cowichan CVRD
J. Van Horne, Manager, Human Resources, CVRD
Ernie Mansueti, Director, North Cowichan Parks and Recreation
A. Spalding, Administration & Facility Booking Coordinator
A. Plunet, Recording Secretary

CALL TO ORDER
2:31 pm

The Manager of the Island Savings Centre called the meeting to order.

ELECTION OF CHAIR

Nominations were requested by the Manager for the office of Chair of the Island Savings Centre Commission for the year 2012.

A. Siebring was nominated for the position of Chair. A. Siebring accepted the nomination.

DECLARATION OF CHAIR FOR 2012

There being no further nominations, nominations were declared closed and A. Siebring was declared elected by acclamation the position of Chair of the Island Savings Centre Commission for the year 2012.

ELECTION OF VICE-CHAIR

Nominations were requested by the Manager for the office of Vice Chair of the Island Savings Centre Commission for the year 2012.

P. Kent was nominated for the position of Vice Chair. P. Kent accepted the nomination.

DECLARATION OF VICE CHAIR FOR 2012

There being no further nominations, nominations were declared closed and P. Kent was declared elected by acclamation for the position of Vice Chair of the Island Savings Centre Commission for the year 2012.

ASSUMPTION OF CHAIR

A. Siebring assumed the Chair.

**APPROVAL OF
AGENDA
2012- 01**

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

MOTION CARRIED

**ADOPTION OF
MINUTES
2012-02**

It was moved and seconded that the minutes of the Dec. 8 2011 regular meeting of the Island Savings Centre Commission be approved.

MOTION CARRIED

L. Heinio arrived at 2:35 p.m.

**STAFF REPORTS:
SR1**

North/Central Cowichan Facility Coordinator B. Coleman reported for the Facility, Fleet and Transit Division:

- The new roadway, University Way, is complete with crosswalks approved and signage anticipated pending MOT approval.
- Arena doors have been installed and potentially hazardous ceiling tiles above the doors have been removed. The storm pump project has been completed.
- In a joint tender serving Island Savings Centre and Kerry Park Recreation Centre, the two (2) 15 passenger vans have been traded and replaced with two (2) 2008 Montana 7- passenger minivans.

SR2

Manager J. Elzinga reported for the Island Savings Centre:

- Meeting regrets were passed on by Arts & Culture Manager K. Schrader, and D. Williams, Youth Outreach Programmer.
- On Mar. 17/12 hockey old-timer Guy Lefleur will return to the Cowichan Arena to participate in an ice tournament fundraiser.
- A rock climbing program has been initiated between North Cowichan, the CVRD and School District 79, and will take place at Mt. Prevost Middle School.

SR3

ISC Manager J. Elzinga distributed Orientation Manuals for 2012 to the Commission members.

SR4

January 25, 2012 Staff Report was presented by J. Ellis, Corporate Planning Manager, on the Island Savings Centre Staffing, Services and Capital Sustainability Plan.

A background review presented current and future needs of the Island Savings Centre. The financial impact of implementing year one of the Plan was broken down for a total cost of \$967,046, or \$17.05 per \$100,000 household.

The Commission was asked to consider the inclusion of year one items of the 9 year ISC Staffing, Services and Capital Sustainability Plan in the 2012 Budget.

B. Lines arrived at 3:15 p.m.

SR5

January 18, 2012 Staff Report by J. Elzinga presented for information the results of the Island Savings Centre 2011 Recreation Survey. 317 respondents commented on program expansion, barriers to participation, efficiency of marketing, food and beverage services, and basic upgrades to ensure an extended lifespan for the facility.

Based on the survey results, staff do not expect to move forward with any facility expansion for the foreseeable future. Upgrades, although significant, will be limited to the existing facility.

SR6

January 25, 2012 Staff Report by J. Elzinga provided for the new Commission members an update on obtaining arena dressing room licensing. A further update is anticipated for the March Commission meeting.

SR7

J. Elzinga provided three Staff Reports for consideration with an update on the Aquannis Centre:

- January 25, 2012 Staff Report by J. Elzinga stated the pursuit of complete transfer of ownership of the Aquannis Centre from the current owners of North Cowichan and Duncan, to the Cowichan Valley Regional District.

The north end of North Cowichan does not currently participate in funding the Aquannis Centre. North Cowichan Council has expressed support in transferring the property to the CVRD, and has indicated interest in further discussion with the CVRD and Duncan. In accordance with the Island Savings Centre bylaw stating current funding jurisdictions, the new funding partners would of necessity be North Cowichan (south end), Duncan, Electoral area D (Cowichan Bay), and Electoral area E (Cowichan Station/Sahtlam/Glenora).

- January 24, 2012 Staff Report stated an Aquannis Centre Visioning update on a potential partnership with Vancouver Island University. ISC staff will provide VIU with a directional update after the Island Savings Centre Commission considers Aquannis Centre direction.
- January 25, 2012 Staff Report recommended for discussion at the next Commission meeting consideration to redevelop the Aquannis Centre. It was requested that consideration be given to the allocation of the annual \$100,000 Island Savings Credit Union sponsorship for this purpose.

Discussion took place. It was determined that prior to requesting community suggestions for use of the 6000 sq. feet of available Aquannis Centre space, obtaining the transfer of ownership should be the primary concern in order to properly move forward to develop the space.

J. Ellis left the meeting at 4:17 p.m.

SR8

January 25, 2012 Staff Report by J. Elzinga provided Cowichan Place Signage information for budget consideration at the next ISC Commission meeting. Signage options discussed included:

1. Signage identifying the facilities of Cowichan Place
2. Directional signage throughout the Cowichan Place site
3. One large digital display sign naming the Cowichan Place facilities, and marketing programs and events.

Discussion ensued on sign bylaws and the need for a unified approach when determining a tasteful joint concept regarding way-finding signage.

SR9

January 25, 2012 Staff Report by K. Schrader, Arts & Culture Manager, provided a report to incorporate Welcome Signage and a Public Art project if approved in the 2012 budget.

Discussion took place on the plans to remove the concrete entrance sign to the Island Savings Centre, and the opportunity this would allow the Arts & Culture Division to create a Public Art Project to incorporate welcome signage in one or more languages as an entrance to the Island Savings Centre.

The Commission thanked the Arts & Culture Manager for her work to produce the report, but determined that the timing was poor for application of a public art project in the community. A motion of referral was made, suggesting that the Cowichan Valley Arts Council could possibly source out other funding to support this project.

2012-03

It was moved and seconded that the creation of a Public Art Project incorporating welcome signage at the entrance to the Island Savings Centre be referred to the Cowichan Valley Arts Council.

Two Opposed Votes

MOTION CARRIED

L. Heinio left the meeting at 4:38 pm.

SR10

The 2012 ISC Budget was proposed for Commission information including the supplemental items discussed within the ISC Sustainability Plan as a starting point for budget discussions.

Highlighting the 2011 year-end, expenses were lower than projected, more than offsetting a deficit in food and beverage, for a combined surplus

of \$56,564 for the functions: Events and Services, Arena, Theatre and Library. ISC Management recommended that this surplus be transferred to long term capital reserves. As presented in the ISC Sustainability plan, there are needs for staffing, short term capital and longer term transfer to reserve. It is projected that core expenses will be less, with a starting point of 0.09% less requisition required in 2012.

More information on the 5 year plan was requested for the next meeting.

**UNFINISHED
BUSINESS**

No Unfinished Business

NEW BUSINESS

No New Business

J. Wakeham, E. Mansueti, and M. Kueber left the meeting at 4:54 p.m.

**RESOLVE INTO
CLOSED
SESSION
2012-04
4:55 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
2012-06
5:24 p.m.**

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

MOTION CARRIED

**QUESTION
PERIOD**

No questions were received.

**ADJOURNMENT
2012-07
5:25 p.m.**

It was moved and seconded that the meeting be adjourned at 5:25 p.m.

MOTION CARRIED

NEXT MEETING

A Special Meeting for further Budget discussion will be held February 14, 2012, at 2:30 pm or at the call of the Chair.

Certified Correct:

Chairperson

Secretary

Dated: