

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, July 12, 2012 at 2:30 pm.

PRESENT: A. Siebring, P. Kent, B. Lines, J. Woike, T. Duncan
L. Duncan, Alternate L. Heinio

ALSO PRESENT: R. Austen, General Manager, PRC
J. Elzinga, Island Savings Centre Manager
K. Schrader, Arts & Culture Manager
B. Coleman, North/Central Cowichan Facility Coordinator
D. Williams, Youth Outreach Programmer
A. Plunet, Recording Secretary

ABSENT: L. Iannidinardo

**APPROVAL OF
AGENDA
2012- 54**

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

NB9 Cowichan Valley Performing Arts Foundation

MOTION CARRIED

**ADOPTION OF
MINUTES
2012-55**

It was moved and seconded that the minutes of the June 14, 2012 regular meeting of the Island Savings Centre Commission be approved.

MOTION CARRIED

**BUSINESS
ARISING
BA1**

Gratitude letters were received and filed from CV Arts and Sports Scholarship recipients Talietha Sangha and Colin Knight.

BA2

Project costs to renovate the Arena and MPH Ceilings were received below what had been budgeted for, by a significant amount. This savings will be set aside in contingency until needed.

BA3

With support of North Cowichan and School District 79, a staff committee has been formed to complete the BC Summer Games application by the deadline of September 10, 2012.

**DEPARTMENTAL
STAFF REPORTS:
SR1**

D. Williams, Youth Outreach Programmer, reported:

- The Leaders in Training program has been revamped to include specific areas such as arena, aquatics and CR. Aquatics 1 is set for fall in conjunction with NC.

- Meet with ministry and RCMP on a monthly basis to discuss youth and kids who are falling through the cracks and to make each other aware. Information was shared about recent vandalism.
- In conjunction with the North Cowichan youth outreach programmer, a version of the Leaders In Training program will be offered for participants of the Cowichan Coast Salish Games taking place August 14-17.

SR2

B. Coleman, North/Central Cowichan Facility Coordinator, reported:

- Painting of the Arena ceiling is ahead of schedule.
- A newly purchased tractor with attachments is now in use.
- Chosen applicants for the lead hand position will be interviewed over the next few weeks. After job shadowing with the current lead hand, the second lead hand will begin the position in mid August.

SR3

K. Schrader, Arts & Culture Division Manager, reported:

- The new IATSE contract has been ratified by the CVRD Board, with the new Assistant Technical Director beginning his position on July 1/12.
- The high profile show 'Nazareth' ended the Cowichan Theatre season. Staff are preparing for the next season from programs to sponsorship, and completing the next season's brochure.
- IT staff have offered support with the redesigning of the current website to meet the Theatre needs.
- Daily contact is maintained as both advocate and liaison with the CV Arts Council.
- The Cowichan Culture Counts project is a work in progress, alongside the Community Infrastructure Improvement Fund.

Commission members suggested that the Cowichan Theatre be identified as a Cowichan Regional Theatre. The Arts & Culture Manager stated that the consultant's recommendations from the Cowichan Culture Counts project will be forwarded to the Board in the fall, with recommendation for a newly refreshed logo, and new profile.

SR4

J. Elzinga, Island Savings Centre Manager, reported:

- A draft presentation of the ISC Sustainability Plan will be presented to the Commission in the fall.
- Discussions to define a management agreement with the Aquannis Centre are ongoing.
- Dialogue continues with the Liquor Control Branch regarding the obtaining of a liquor license in the arena.
- A change in policy with minor hockey has increased the number of referees sharing one small room. A minor renovation will access additional space in an adjoining room.
- As an outcome of the floods of 2009, discussions have taken place with staff to create a rotational schedule for use within the 4 Primary Reception Centres, to assist during times of emergency. A Draft Plan is expected by the fall.

The 2012 RFABC Outstanding Facility Award was recently awarded to Cowichan Lake Sports Arena. The Commission acknowledged the Island Savings Centre manager's work on the arena project.

**UNFINISHED
BUSINESS**

No Unfinished Business

NEW BUSINESS

NB1

Changes in methods of communication were discussed, including Commission members bringing IPADs to their meetings for convenience of reading and in the interest of saving paper. Although IPADs are a convenient tool, it was suggested that a paper agenda printout be made available for distribution at the meetings with the attachments available online, and full agenda packages printed for some members.

NB2

It was suggested that a letter be sent to the City of Duncan's Youth Council regarding their resolution to consider the possibility of establishing a youth entertainment activity centre.

Staff was directed to write a letter to Youth Council explaining the ongoing discussions to develop future youth services in the Aquannis Centre, and that a Theatre Volunteer Program and regional library program already exists for the youth. The Arts & Culture Manager offered to assist interested youth with shadowing and mentoring with Theatre staff.

NB3

The District of North Cowichan and the City of Duncan have drafted an agreement with the CVRD to grant a 5 year license to occupy the Island Savings Centre parking lot.

2012-56

It was moved and seconded that the ISC Commission enter a 5 year License of Occupation agreement for the parking areas at the Island Savings Centre with the District of North Cowichan and the City of Duncan beginning July 1, 2012 and ending June 30, 2017, for a fee of \$1 per year.

MOTION CARRIED

NB4

The ISC Manager presented an On Site Injury Rehabilitation Clinic proposal at ISC, and requested direction from the Commission. Although the Commission agreed that the clinic could be more appropriately housed at the Cowichan Aquatic Centre, it was suggested that due to a lack of space at the Aquatic Centre and possible available space at the Island Savings Centre, a business plan could encompass both facilities as a rental, and be a compliment to the Aquatic Centre.

Further direction by the Commission was requested to determine if the Island Savings Centre should use a portion of the facility to allocate toward health and wellness services.

It was moved and seconded that the Island Savings Centre Commission direct staff to negotiate rental space with Irene Borecky CAT(C), Certified Athletic Therapist of Canada and Consultant for an on- site injury rehabilitation clinic at the Island Savings Centre.

MOTION DEFEATED

It was suggested the motion could be premature without first holding discussions with Vancouver Health Authority to determine if there is a degree of need for a physiotherapy centre at the Island Savings Centre.

2012-57

It was moved and seconded that Island Savings Centre staff research on the need and opportunity for a health & wellness centre, and that staff prepare a report for a joint partnership in a wellness centre with North Cowichan and the Aquatic Centre.

MOTION CARRIED

Opposing vote registered by T. Duncan

The Island Savings Centre Manager stated his preference to identify functional need as a primary step followed by availability of rental space.

L. Heinio left the meeting at 4:03 pm.

NB5

The recent incidents of unlicensed alcohol consumption resulting in a fine and loss of alcohol privileges in Nanaimo, was brought to the Commission's attention. Island Savings Centre staff are exercising due diligence, but a similar incident here may be possible. Staff continue to push for licensing.

NB6

The CV Arts Council requested consideration of their request to have lighting installed and the Arbutus Gallery tailor-painted within the Island Savings Centre's Cowichan Suite, with an estimated cost of \$10,000. The work would be necessary prior to renting the facility for its 2013, 43rd annual Fine Arts Show. As grants could be researched for funding of this improvement, the Commission approved funding of up to half the improvement costs.

2012-58

It was moved and seconded that the Island Savings Centre Commission approve funding of up to 50% of improvement costs to the Cowichan Suite, up to a maximum of \$5000.

MOTION CARRIED

It was suggested that the Arts & Culture Division partner in fundraising efforts with the CV Arts Council for projects where proceeds could go towards this specific improvement, and that the Arts Council be offered the Arbutus Gallery in the Cowichan Suite for their annual Fine Arts Show for multiple years.

NB7 ISC staff will be email marketing, a new initiative for the Island Savings Centre.

NB8 A July 12/12 staff report highlights an opportunity to replace two infrastructure assets in the Island Savings Centre Sustainability Plan. Application for funds through the Community Infrastructure Improvement Fund could produce a savings of \$250,000 by bundling the project costs to replace seats in the Cowichan Theatre and a portion of the Cowichan Arena roof. Approval would imply an expenditure of \$280,000 from the Island Savings Centre for these capital projects in 2013.

2012-59 **It was moved and seconded that the Island Savings Centre Commission approve an application to the Community Infrastructure Improvement Fund for \$250,000 for the projects of replacing Cowichan Theatre seats and replacing a portion of the Cowichan Arena roof;**

And if in staff's opinion that there is a greater chance of success by either separating one application into two, or reducing the request to one project only, that staff be directed to do so.

MOTION CARRIED

NB9 A July 11, 2012 letter from Cowichan Valley Performing Arts Foundation Society requested funding assistance to underprivileged children and youth in the Cowichan Valley who wish to participate in Performing Arts activities.

Historically, funds have been raised through the Island Savings Centre vending machines program to assist children who could not afford to participate in Island Savings Centre programs. It was identified in 2010 that transferring \$1000 to Kidsport would create better access to these funds for sport. The same is now suggested for performing arts.

2012-60 **It was moved and seconded that \$1000 be taken from the Island Savings Centre program access fund to support the Cowichan Valley Performing Arts Foundation.**

MOTION CARRIED

ADJOURNMENT **It was moved and seconded that the meeting be adjourned.**

2012-61
4:35 p.m.

MOTION CARRIED

Certified Correct:

Chairperson

Secretary

Dated: