

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, September 13, 2012 at 2:30 pm.

**PRESENT:** A. Siebring, B. Lines, T. Duncan, L. Duncan,  
Alternate S. Jackson, L. Heinio

**ALSO PRESENT:** R. Austen, General Manager, PRC  
M. Kueber, General Manager, Corporate Services  
E. Mansueti, North Cowichan Parks & Rec Director  
J. Elzinga, Island Savings Centre Manager  
K. Schrader, Arts & Culture Manager  
J. Wakeham, Manager, Facility, Fleet & Transit  
B. Coleman, North/Central Cowichan Facility Coordinator  
D. Williams, Youth Outreach Programmer  
A. Plunet, Recording Secretary

**ABSENT:** L. Iannidinardo, P. Kent, J. Woike

**APPROVAL OF  
AGENDA  
2012- 62**

**It was moved and seconded that the agenda be amended to include**

**CS1 Labour Relations**

**And that the agenda be approved with changes as presented.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
2012-63**

**It was moved and seconded that the minutes of the July 12, 2012 regular meeting of the Island Savings Centre Commission be approved.**

**MOTION CARRIED**

**BUSINESS  
ARISING**

No business arising

**DELEGATION  
D1**

Mr. Keith Williams addressed smoking on the grounds of the Island Savings Centre, and the limitation at the Island Savings Centre of allowing smoking 3 metres away from public entrances. As a 3 metre distance does not restrict smoke from affecting non-smokers, suggested changes included implementation of a full ban; strictly enforced signage combined with a designated smoking area; increasing the length of metres acceptable for smoking away from public entrances.

Staff was directed to research and report back to the Commission whether other recreation centres support a no smoking ban around their premises or have policies allowing smoking in designated areas.

Mr. Williams left at 2:47 pm

**D2**

Tara Pollock of VIHA and Valerie Nicol, Executive Director of Cowichan Valley Division of Family Practice (CVDFP), presented a vision of addressing current gaps in primary care by providing an optimum of health care in the community for those with complex care needs, with a potential partnership between the Island Savings Centre, VIHA and CVDFP.

Dialogue was presented to identify if there is a level of support from the Commission. Discussion included the amount of space required; possible use of Aquannis Centre; funding opportunities; competition with private practices; childcare availability; and strong connections with the community.

Staff were encouraged to pursue further discussion in the direction of a partnership with health care in the old Aquannis Centre space, and to return with a joint proposal for presentation to the Commission.

The delegation left at 3:40 pm.

**DEPARTMENTAL  
STAFF REPORTS:  
SR1**

D. Williams, Youth Outreach Programmer, reported:

- The newly proposed child care program has been cancelled; the program will be offered again to families next season.
- The Youth Outreach Program received a \$5000 grant from Peninsula Co-op to assist with program needs.

**SR2**

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

- Painting project of the Arena and Multi-Purpose Hall ceilings has been completed. Repainting of the Cowichan Theatre lobby is underway. Renovation of the Arena concession is complete.
- The new Operations Lead Hand position has been filled.
- The ice plant roof repair previously identified on the Capital list, now requires immediate attention.
- Directional parking lot signage is being updated.

**SR3**

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

- The Cowichan Theatre facility will soon be identified on the James Street exterior signage.
- The new season's brochure has been distributed. The second annual fall Arts & Culture guide will be available at the end of September, listing cultural events throughout the valley.
- Continuing to work on redesigning a plan for a new Theatre website to retain a consistent standard with other theatres.

SR4

J. Elzinga, Island Savings Centre Manager, reported:

- The Liquor Control Branch has permitted a liquor license in the arena dressing rooms.
- The BC Games bid for 2016 or 2018 games has been submitted to the Society. Notification of the bid success is expected by late November.

**UNFINISHED  
BUSINESS**

No Unfinished Business

**CORRESPONDENCE**

C1

An e-mail July 25, 2012 from CVRD Legislative Services requested a Commission representative should a matter comes forward for Board approval.

2012-64

**It was moved and seconded that the Island Savings Centre Commission elect Councillor Barb Lines as formal representative to the CVRD Board.**

**MOTION CARRIED**

C2

A letter August 1, 2012 requested sponsorship to raise a totem pole at the Warmland House. As information was lacking regarding the quality of the pole; the budget required; and name and experience of the carver, it was suggested that the request be tabled until the answers became available.

**It was moved that the request for sponsorship to raise a totem pole at the Warmland House be tabled until further information has been received.**

The Chair agreed to contact the applicant for more information, and to suggest that his request might be best served through a CVRD Regional Grant in Aid, than through a Commission letter of support.

The motion was withdrawn.

**NEW BUSINESS**

NB1

A September 11, 2012 Staff Report proposed as a Sport Tourism initiative the World Junior A Hockey Challenge, with a proposed preliminary budget of \$25,000 for Island Savings Centre rent and facility related expenses. No financial risk is expected to the Island Savings Centre.

2012-65

**It was moved and seconded that the Island Savings Centre Commission support the bid to host the November 2013 World Junior A Challenge.**

**MOTION CARRIED**

E. Mansueti left the meeting at 4:04 pm.

**NB2**

A Mid-Year Budget Report was submitted by J. Elzinga, Manager, with an interim 2012 report on the status of the budget pertaining to the Island Savings Centre Division. A very slight surplus situation existed by the end of July. With ceiling projects completed under budget, contingency is anticipated at year end.

Denise Williams and Leslie Heinio left the meeting at 4:15 pm.

**NB3**

A Mid-Year Budget Report was submitted by K. Schrader, Manager, with an interim 2012 report on the status of the budget pertaining to the Arts & Culture Division. All expenditures are at normal levels, and a break even budget is projected.

**NB4**

The 2013 proposed supplemental items that were identified in the ISC Staffing, Services and Capital Sustainability Plan were submitted for review. A requisition increase of 17.63% over 2012 is projected if supplemental items presented are approved, and all core expenses remain the same.

Staff was directed to prepare a report for discussion at the October meeting with a prioritized list of supplemental items; a sustainability plan for the Island Savings Centre; and a proposal for obtaining feedback through community meetings.

**2012-66**

**It was moved and seconded that the Island Savings Centre Commission direct staff to prepare the Island Savings Centre budget for 2013 at a 2% increase and to prepare a prioritized list that is not within the increase, to be brought back to the Commission for further discussion.**

**MOTION CARRIED**

**RESOLVE INTO  
CLOSED  
SESSION  
2012-67  
4:46 p.m.**

**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  
2012-68  
4:47 p.m.**

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

**MOTION CARRIED**

**ADJOURNMENT**  
**2012-69**  
4:48 p.m.

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

**MOTION CARRIED**

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

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