

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, Sept. 10, 2009 at 2:30 pm.

**PRESENT:** Councillors Jesse Winfrey, T. Duncan, G. Seymour, A. Siebring, D. Haywood, Alternate Director L. Heinio

**ALSO**

**PRESENT:** Ron Austen, General Manager, Parks, Recreation and Culture, CVRD  
J. Elzinga, Manager, ISC  
D. Weibelzahl, Acting Manager, Arts & Culture, CVRD  
B. Coleman, Operations Coordinator, CVRD  
D. Begley, Youth Outreach Programmer  
A. Plunet, Recording Secretary

**APPROVAL OF  
AGENDA  
09- 61**

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

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
09-62**

**It was moved and seconded that the minutes of the July 14/09 Regular Meeting of the Island Savings Centre Commission be approved.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES  
09-63**

**It was moved and seconded that the minutes of the July 14/09 Closed Session of the Island Savings Centre Commission meeting be approved.**

**MOTION CARRIED**

**YOUTH  
OUTREACH  
REPORT**

Programmer D. Begley stated:

Fall programs are being lined up for the Youth Outreach Programs in the Maple Room plus Drop In Centres. Representatives from Canada World Youth are currently offering assistance to the group; the Cairnsmore working group and interagency groups are starting up again after the summer.

The issue of youth homelessness is once again being addressed.

A brief discussion took place on the Drop In Centre's current space restriction while in the Maple Room. With up to 30 youth in the room at one time, a move to a larger facility would make possible future growth.

## **OPERATION REPORT**

B. Coleman stated:

Restoration of the Hockey Stick is almost fully complete, with only minor repairs outstanding. The induction lighting project in the Arena has been completed, with visible results. The decommissioning of the Aquannis Centre is complete. The Arena shower retrofit has been completed, transferring heat recovery from the Arena ice plant in a move towards efficiency.

Vancouver Island University has moved a light standard in the West Parking Lot that interfered with land development, at no cost to the Island Savings Centre.

## **ARTS & CULTURE REPORT**

D. Weibelzahl stated:

Events are moving very quickly in the Arts & Culture Division, beginning with the hiring of a part time Theatre Publicist. This season marks the launching of the new website, with online sales to be available once issues have been resolved. Brochures are available for the upcoming season and have been delivered to local restaurants and small targeted areas, as per agreement.

Mr. Weibelzahl addressed the concern of patrons when congested parking lots are the result of concerts and hockey games often being scheduled on the same date and time, and explained that theatre bookings are taken in a separate process from those of the CV Capitals schedule. Although schedules are shared, the Hockey League schedule is set well past the date of many Theatre events already booked.

## **BUSINESS ARISING FROM THE MINUTES**

NAIG Display

The NAIG display cabinet continues to be in progress, and will be finalized in conjunction with a similar cabinet display being designed at Quw'utsun' Cultural Centre.

Olympic Torch  
Relay

The Olympic Torch Relay will take place as a Community Celebration in the Arena, Multi Purpose Hall and parking lots of the Island Savings Centre and Cowichan Aquatic Centre on Oct. 31/09.

Although Governmental restrictions have impacted the working budget, funding of \$30,000 of provincial funding has already been provided with an anticipated \$15,000 from Canadian Heritage funding. Gateway signage has been ordered, and a poster contest will be organized throughout the school district. A \$15,000 provincial grant has become available to all schools and not for profit groups.

**Mini Conference**

ISC staff will be hosting a one day Recreation Facilities Mini-Workshop conference to represent the Vancouver Island Zone's contributions to the Recreation Facilities Association of BC (RFABC), on October 1, 2009.

**Duncan Dynamics**

A Licence of Occupation has been issued to the Duncan Dynamics Gymnastics Club for use of the decommissioned Aquannis Centre pool space. Operational areas of responsibilities are yet to be confirmed, and will be clarified by staff.

**Liquor License**

As directed by the Commission, ISC staff has completed a report requesting the Liquor Control and Licensing Branch approve the amendment to allow alcohol consumption in the Cowichan Arena bleachers and the West Suites. Although the process is currently underway, the West Suites and Arena Stands remain unlicensed heading into the CV Jr. A Capitals' hockey season.

**COMMUNI-  
CATIONS**

**Email  
Correspondence**

Email correspondence sent by Symphony patrons to ISC management expressed dismay at news that due to economics, Symphony Buffets will no longer be offered at the ISC prior to concerts.

In order to offer food services to all facility patrons, symphony patrons can access food service in the Heritage Hall on hockey game nights.

**REPORTS**

**Mid Year Budget Status Reports**

**ISC – J. Elzinga**

John Elzinga, Manager of ISC, reported on the status of the ISC Division budget, as of July 31/09:

Overall budgets are on target, with no expected surplus at year end. Although cost control measures have been taken in Food and Beverage, a deficit is expected for year end. The Multi Purpose Hall numbers offset the potential deficit.

(Department 421), Human Potential Wing, showed program and facility booking revenue plus general expenditures, where they should be at this time of year, with a zero surplus expected. (Dept. 422), Administration, is on target due to expected monies from the Gas Tax grant. Overall expenditures are on target, with a zero surplus expected. Areas over budget include property insurance, automotive insurance, repair and maintenance accounts, and fuel. Although revenues are on target for (Dept. 423), Arena, areas to watch include repair and maintenance accounts.

Current revenues for the Multi Purpose Hall (Dept. 424) exceed the budget, with expenditures under budget. A surplus of approximately \$20,000 could be expected in this budget.

Food and Beverage (Dept. 425) has experienced under budget revenues, with expenditures on target. A deficit of approximately \$20,000 could be shown by year end.

The Library budget (Dept. 427) is on target. Program and facility booking revenue for the Heritage Hall (Dept. 428) is status quo, with no expected surplus.

09-64

**It was moved and seconded that the Island Savings Centre Commission accept the ISC Division Mid-Year Budget as reported.**

**MOTION CARRIED**

Past Commissions have determined that an obligation exists to provide Food and Beverage services to the public. The level of services required will continue to be monitored in order to determine if this service remains an obligation to the public. ISC staff anticipates further discussions with CUPE.

Operations – B  
Coleman

Brad Coleman, Facility/Operations Division, reported on the status of the Division budget for the ISC, with an interim report as of July 31/09, stating that the report does not reference any CVRD restructuring allocation costs that will be included at a later date:

With the restructuring and creation of the Facilities Division during 2009, a review of perspective accounts and shared accounts for both recreation and programming, will affect the total budget for the ISC.

Most expenditures within the Facility/Operations accounts are on track; however, unexpected repairs in service work have been done out of necessity over the first seven months of the year. (Dept. 422) Administration facility Operations, will be over budget due to repairs and the restoration of the hockey stick. Compensation will be made with donations, and spending less on Capital items.

Arena Facility Operations (Dept. 423) expenditures are over budget due to a rebuild of two compressors. These costs will be offset with the anticipated material savings to hydro in consumption cost and rebates for the new energy efficient lighting.

(Dept. 428) Heritage Hall Facility Operations has an expenditure of approximately \$6500 due to an upgrade to fire suppression system that is required in order to continue offering service to the public. All other functions (Dept. 421/424/425/426) are currently on budget to date.

09-65

**It was moved and seconded that the Island Savings Centre Commission accept the Facility/Operations Division Mid-Year Budget as reported.**

**MOTION CARRIED**

**Arts & Culture –  
D. Weibelzahl**

Dustin Weibelzahl, Acting Manager of the Arts and Culture Division, reported on the status of the Division Budget under the direct responsibility of the ISC Commission, with an interim report as of July 31/09:

Most revenue accounts have either exceeded their targets to date, or are on target. Theatre sponsored admissions are below target, partly due to a more conservative approach to booking events due to the current economy.

Expenditures are in line for year to date. Theatre sponsored event expenditures are below target due to fewer Theatre sponsored events being booked. A zero surplus is expected for year end, with cost control measures implemented to mitigate any potential deficit.

09-66

**It was moved and seconded that the Island Savings Centre Commission accept the Arts and Culture Division Mid-Year Budget as reported.**

**MOTION CARRIED**

## **NEW BUSINESS**

ION Designs

ISC staff has met with a local digital signage company, ION Solutions to explore the option of delivering effective communication to the public through high definition multi-media presentations. This customized digital signage could be used as a way-finding method to inform patrons of current and upcoming events and services at the ISC on a daily basis, potentially increasing facility usage. All displays would be supplied and maintained by ION Solutions at no cost to the CVRD, with the entire project funded through content sponsorships.

ISC staff requested direction from the Commission regarding exploring further this means of communication.

09-67

**It was moved and seconded that the Island Savings Centre Commission invite staff from ION Solutions Inc. to attend the October 8, 2009 Commission meeting to make a presentation.**

**MOTION CARRIED**

Under 18 Cup

Cowichan Arena has been selected by BC Hockey to host the 2010 Female Under 18 BC Cup scheduled for April, 2010.

A Sport Tourism endeavor, BC Hockey U18 level is the final step in the BC Hockey Female High Performance program, where athletes will be evaluated in location for possible inclusion in further Hockey Canada programming.

**FUTURE  
PLANNING**  
ISC Commission  
Survey

Discussion took place on results of the recent ISC Commission Survey. Among the results, childcare was identified as being a barrier to participation in recreation, a Community Needs Assessment was promoted, and overall results expressed agreement to expand programs into the community and outside of the Cowichan Valley.

Overwhelming support was given for the continuance of research and bidding on special events. Maintaining involvement in regional recreation initiatives was encouraged, and the importance of identifying allocation of resource funds was stressed.

The subject of building a second sheet of ice received marginal support.

#### Child Care

Recent discussions with Vancouver Island University staff addressed concerns of the public for provision of day care for patrons' use. As the university and adjacent high school have expressed these growing concerns, it was noted that the perceived barrier of childcare to recreation warranted further investigation.

The ISC Manager was directed to research the needs of the community for childcare, and bring a presentation to the ISC Commission at a future date.

#### Karate

A letter dated August 25, 2009 by Fernando Correia's School of Karate requested that ISC Management consider a request for a long term rental of the ISC Social Lounge. A karate instructor at the ISC since 1983, Mr. Correai suggested a proposal which would provide a space large enough to accommodate classes for all ages, without the current practice of re-allocating the class to provide space for special events at the ISC.

Commission members confirmed that further discussions were recommended on both the subject of Child Care and re-designation of the Social Lounge facility. Conversion of the Aquannis Centre for use as a Teen Drop In Centre was ultimately identified as a priority item.

#### 09-68

**It was moved and seconded that the Island Savings Centre Commission recommend to the City of Duncan Council and the Municipality of North Cowichan Council that the front of the Aquannis Centre be converted for use as a Teen Drop-In Centre, with an expense not to exceed \$1000.**

**MOTION CARRIED**

**ADJOURNMENT**

**09-69**

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

**MOTION CARRIED**

**The meeting was adjourned at 4:30 pm**

The next regular Island Savings Centre Commission Meeting will be held October 8, 2009, at 2:30 pm, or at the call of the Chair.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

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