



ISLAND SAVINGS CENTRE
RECREATION. SPORTS. CULTURE.

**REGULAR COMMISSION
MEETING**

Thursday, June 11, 2009

At * 3:00 pm in the ISC Board Room

* New Time for June Meeting Only

AGENDA

- | | | Pages |
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| 1. | <u>APPROVAL OF AGENDA:</u> | 1-2 |
| 2. | <u>ADOPTION OF MINUTES:</u> | |
| | M1 Adoption of minutes – May 14, 2009 | 3-9 |
| | (attached) | |
| 3. | <u>STAFF REPORTS:</u> | |
| | R1 <u>ISC MANAGER'S REPORT:</u>
ISC Commission Survey | J. Elzinga |
| | R2 <u>ARTS & CULTURE:</u>
Staff Verbal Report | T.Hamilton |
| | R3 <u>OPERATIONS:</u>
Staff Verbal Report | B. Coleman |
| | R4 <u>COWICHAN YOUTH OUTREACH PROGRAM:</u>
Staff Verbal Report | L.Rogerson |
| 4. | <u>BUSINESS ARISING FROM THE MINUTES:</u> | |
| 5. | <u>CORRESPONDENCE:</u> | |
| 6. | <u>INFORMATION:</u> | |

7. **UNFINISHED BUSINESS:**

8. **NEW BUSINESS:**

NB1 Bottled Water

(attached)

10-14

9. **NEXT MEETING:**

- Next Regular Meeting: July 9/09, 2:30 pm, ISC Board Room.

10. **ADJOURNMENT:**

TO: Councillor J. Winfrey
Councillor G. Seymour
Councillor T. Duncan
Councillor D. Haywood
Councillor A. Siebring

Director K. Cossey
Director L. Duncan
Director G. Giles
Director B. Harrison
Director L. Iannidinardo
Alternate Director L. Heinio
Mayor R. Hutchins

Mr. R. Austen, General Manager, Parks, Recreation & Culture, CVRD
Mr. J. Elzinga, Manager, Island Savings Centre
Ms T. Hamilton, Manager, Arts & Culture, CVRD
Mr. B. Coleman, Operations Coordinator, CVRD
Ms D. Begley/L. Rogerson, Youth Outreach Programmers, ISC
Mr. W. Jones, Administrator, CVRD
Mr. J. Dias, Administrator, District of North Cowichan
Mr. T. Ireland, Administrator, City of Duncan

Minutes of the regular meeting of the Island Savings Centre Commission held in the Centre Board Room, 2687 James Street, Duncan, on Thursday, May 14, 2009 at 2:30 pm.

PRESENT: Councillor G. Seymour, T. Duncan, D. Haywood,
A. Siebring, Alternate Director L. Heinio

ALSO

PRESENT: J. Elzinga, Manager, ISC
B. Coleman, Operations Coordinator, CVRD
L. Rogerson, Youth Outreach Programmer, ISC
A. Plunet, Recording Secretary

**APPROVAL OF
AGENDA
09-24**

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

MOTION CARRIED

Amendments to the minutes: Substitute under Arts & Culture page 2 second paragraph, 2nd and 3rd sentences to read: "The Arts and Culture Division/Cowichan Theatre is developing Outreach Programs to better serve the Communities within the Cowichan Region. This program will open opportunities for various shows/performance, both local and touring, to be seen throughout the region".

Amendment to page 4 Olympic Torch Relay revised to read "Garrett Elliot, Councillor..."

**ADOPTION OF
MINUTES
09-25**

It was moved and seconded that the April 9/09 Regular Minutes of the Island Savings Centre Commission be approved.

MOTION CARRIED

**YOUTH
OUTREACH
PROGRAM**

- Programmer Leah Rogerson stated:
 - Programs are winding down before school ends for the summer.

- The Youth Outreach Program anticipates partnering through programming with the House of Friendship throughout the summer.
- Youth corner hours are now open in the evenings, Thursdays and Fridays.
- Denise Begley's summer programming will include going into the community to develop a girls only summer day camp.
- Although vandalism in 2008 to North Cowichan's outdoor pool could affect future opportunities for youth, positive relationships are currently being developed with North Cowichan.
- Local Leaders in Training are anticipating the opportunity to show positive youth involvement in the community by hosting a reciprocal response to the National Youth Leadership conference in Comox, attended by them earlier in the year.
- Youths who completed the Leaders in Training program will be able to build experience as leaders working in the summer camp programs held at Kerry Park, Island Savings Centre and Saltair.
- June 28/09 is Youth Pride Day.

L. Rogerson left the meeting at 2:45 pm.

OPERATIONS

- B. Coleman stated that the 2009 lighting retrofit project is progressing well, using monies provided through the Gas Tax grant to fund the lighting project. B. Coleman sought approval from the Commission to pursue the purchase and installation of induction lighting, a more expansive yet costly form of lighting than traditional fluorescents, but with a more positive green footprint and greater return on money savings benefits.

09-26

It was moved and seconded that the Island Savings Centre Commission endorse the purchase and installation of induction lighting as part of the 2009 retrofit project; and

That Staff be directed to calculate a green footprint reduction until 2012 to reflect a responsible budget for the Island Savings Centre.

MOTION CARRIED

**BUSINESS
ARISING FROM
THE MINUTES**

BA1

Big Stick Update

- A local contractor has agreed to fund the restoration of the Puck at no cost to the Island Savings Centre. The Puck will be returned and re-installed once restoration has been completed. The committee designated to restore the Hockey Stick is currently searching for funds in order to complete the project by the October 31/09 deadline. CV Capitals staff Shari Patterson, in conjunction with Arts and Culture Divisional Manager Tracy Hamilton, will continue to assist the Island Savings Centre with future marketing ideas to promote the Big Stick.

BA2

**Arts & Sports
Scholarships**

- After reviewing approximately 50 applications for the Cowichan and Chemainus Valleys Arts and Sports Scholarships, Councillor Jesse Winfrey and Area D Alternate Leslie Heinio provided the winning applicant names of the four local students who will each be awarded \$500 Arts & Sports Scholarship Awards for the year 2009: Ms Caitlin Evans; Mr. David Pratz-Borys; Mr. Steven Nowicki and Ms Josie Walter.
- Staff Report May 15, 2009 to Ms Sharon Moss, CVRD Manager, Finance Division, requested preparation of four \$500 cheques be made out to each of the above winners from the Island Savings Centre's Arts and Sports Scholarship Trust Fund.

Although past procedures delivered the winning students a cheque following their school Awards Night, a discussion took place to propose a change in procedure to reflect the required proof of registration and acceptance from the winning students' chosen post secondary institutions.

09-27

It was moved and seconded that a policy change be implemented to ensure that Arts & Sports Scholarship recipients have obtained proof of registration and acceptance from their chosen post-secondary institution.

MOTION CARRIED

Area D Director Lori Iannidinardo, Alternate Director Leslie Heinio and ISC Manager John Elzinga agreed to attend the Secondary School awards presentations, where a letter will be given to the winning students notifying them of their award, and requesting proof of registration and school acceptance prior to issuing their \$500 cheque.

BA3
Homeless Showers
Update

- The Island Savings Centre's initiative to provide use of Cowichan Arena showers for the homeless twice a week has been well received, but poorly attended. An offer has been extended to staff from the Hospital Auxiliary Thrift Store to provide towels for the homeless, and has been re-directed to Chuck McCandless, local representative for Canadian Mental Health Association.

The shower initiative will be reviewed at the end of June/09.

BA4
Zamboni Purchase
Follow Up

- Staff requested approval from the Commission to move forward on placing an order to reserve a new ice-resurfacing machine, taking into account the waiting list of 18 months, and re-affirming that placement of the order holds the price against inflation once it has been placed.

09-28

It was moved and seconded that the Island Savings Centre Commission authorize staff to proceed with placing an order to purchase a replacement ice re-surfacer for the Cowichan Arena.

MOTION CARRIED

**COMMUNI-
CATIONS**
05-05- 2009

Letter to staff from A. Waddy, representing the 3rd Canadian B.P. Guild, requested that the Island Savings Centre consider providing a permanent display for a Scouts Canada trophy case.

Discussion ensued. Staff voiced their reluctance to comply with the request out of respect for other groups in the past who have been denied wall space.

Commission members directed the ISC Manager to reject the request, in recognition of the limited wall space, and in order to ensure an uncluttered, spacious lobby.

REPORTS

NEW BUSINESS

NB1

Alcohol/Special
Event Policy

- ISC staff has received a request from organizers of the Ron Dill Memorial Softball Tournament to revisit a 1998 Centre policy which prohibits the organizers of the Tournament from providing and serving alcohol at the event.

May 11/09 Staff Report recommended that the Commission revisit the policy which only allows the service of food and alcohol beverages by Island Savings Centre staff unless served through a service club.

Discussion ensued. Although current policy does not allow outside groups to bring food or beverages into the Centre, community user groups continually challenge their right to provide their own food and beverages on the premises. The ISC Manager expects to review a Food and Beverage Operational Budget Report, and revisit this policy, with a forthcoming report at the June Commission meeting.

Concerns regarding the user request were raised regarding the possible placement of staff at risk, along with the potential of organizers allowing too much drinking without safeguards in place, including that of restricting minors from drinking. Although staff recognized the potential as a source of revenue, some caution was recommended.

09-29

It was moved and seconded that the Island Savings Centre Commission not approve the recommendation to allow an exemption to the existing policy which denies user groups from providing and serving their own alcohol.

MOTION CARRIED

The ISC Manager was directed to review the existing Food and Beverage policy and return with a report, identifying budget measures.

NB2

ISC Commission
Survey

- A Recreation, Sports, Culture and Facilities Survey is currently being completed by ISC staff to help them identify the Commission's directional priorities for the Island Savings Centre. The ISC Manager explained that with a clearer vision, the Centre would be able to

pursue federal grants such as a recent Recreational Infrastructure Canada program which will offer approved recreational infrastructure projects up to \$1 million in federal funding.

After a brief discussion, the Commission directed Island Savings Centre staff to distribute the survey to ISC Commission members prior to the June meeting, at which time the survey will be discussed.

NB3
SBC Insurance

- Liability insurance coverage was discussed for small user groups using recreation facilities within the CVRD.

The Island Savings Centre has investigated the availability of the approved 2006 CVRD policy allowing on-site Liability Insurance to user groups. As both South Cowichan and Cowichan Lake Recreation have chosen to exercise their right to offer on-site Liability Insurance, Centre Management requested Commission approval to revisit their option to provide SBC Liability Insurance to user groups.

09-30

It was moved and seconded that the Island Savings Centre Commission make available to user groups SBC insurance as per the CVRD Board approval of May 10, 2006.

MOTION CARRIED

NB4
Bids for BC Under
16, Under 18 Cup

- For Information Purposes: May 1/09 letter from Bill Ennos, BC Hockey Technical Director for Hockey Development requested assistance from Cowichan Arena and the Island Savings Centre in their bid to host the 2010 BC Hockey Female Under 18 Competition Tournament, and 2010 BC Hockey Male Under 16 Competition Tournament.

NB5
CVRD
Organizational
Chart

- For Information Purposes: As per budget direction, a permanent staff structure has been put in place for all CVRD staff. For purposes of clarity, ISC Manager J. Elzinga explained the CVRD organizational chart and breakdown of duties pertaining to ISC recreation staff.

NB6
ISC Annual Report

- For Information Purposes: Youth Outreach Programmer Denise Begley represented Island Savings Centre in a visual advertisement for the Island Savings Credit Union Annual Report for 2008.

NB7

Media Release

- The Cowichan 2008 North American Indigenous Games Society, along with its local partners Cowichan Tribes, the CVRD and the Municipality of North Cowichan, announced in a Media Release May 13, 2009 that the Cowichan 2008 Spirit Pole will be gifted to the people of the Cowichan Region and raised in a permanent location in front of the Cowichan Aquatic Centre.

ADJOURNMENT

09-31

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

MOTION CARRIED

The meeting was adjourned at 4:10 pm.

The next regular Island Savings Centre Commission Meeting will be held June 11, 2009, at 3:00 pm, or at the call of the Chair.

Certified Correct:

Chairperson

Secretary

Dated: