

Minutes of the Island Savings Centre Commission Meeting held on Thursday, October 12, 2017 in the Island Savings Centre Board Room, 2687 James Street, Duncan BC at 2:30 PM.

PRESENT: Councillor A. Siebring, Chair
Director Sharon Jackson
Director T. Duncan
Councillor T. Walker

ALSO PRESENT: J. Elzinga, General Manager, Community Services
Kirsten Schrader, Manager, Arts and Culture
T. Askham, Manager, Island Savings Centre
B. Coleman, North/Central Cowichan Facilities Coordinator, Facilities & Transit
J. Rigby, Programs and Events Coordinator, Island Savings Centre
A. MacFarlane, Recording Secretary

ABSENT: Director L. Iannidinardo
Director Alison Nicholson
Mayor J. Lefebure

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended with the addition of a Public Input Period following Business Arising From the Minutes, and that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 [Regular Island Savings Centre Commission Meeting of September 14, 2017](#)

It was moved and seconded that the October 12, 2017 minutes be approved.

MOTION CARRIED

REPORTS

R1 [Report from the Manager, Island Savings Centre Division and J. Cullington, Consultant Re: Report on Community Consultation 2017: Future Use of Space at the Centre](#)

It was moved and seconded that the report from J. Cullington & Associates (JCA) titled Island Savings Centre Report on Community Consultation 2017: Future Use of Space at the Centre be received for information.

MOTION CARRIED

It was moved and seconded that a workshop be arranged within the next quarter for Commissioners to set direction for facility and program development at the Island Savings Centre.

MOTION CARRIED

J. Cullington left the meeting at 3:11 p.m.

R2 [Report from the Manager, Island Savings Centre Division Re: Cowichan Valley Arts Council Rental Agreement Amendment](#)

It was moved and seconded that the amendments to the Island Savings Centre Facility Rental Agreement and Rider with the Cowichan Valley Arts Council from November 1, 2014 to October 31, 2019 with use of the Arbutus Gallery be approved.

MOTION CARRIED

R3 Report from the Coordinator, North / Central Cowichan, Facility and Transit Division
Re: Facility Update

B. Coleman, Coordinator, Facilities and Transit Division, provided a verbal report and update on operations at the Island Savings Centre.

R4 Report from the Manager, Arts and Culture Division Re: Division Update

K. Schrader, Manager of Arts and Culture Division, provided a verbal report with updates on events and programs at the Arts and Culture Division.

R5 Report from the Manager, Island Savings Centre Division Re: Division Update

T. Askham, Manager of the Island Savings Centre Division, provided a verbal report and update on programs and administration at the Island Savings Centre. J. Elzinga, General Manager of the Community Services Department provided a verbal update on Regional issues, the Physical Literacy initiative and the upcoming Physical Literacy Conference.

NEW BUSINESS

NB1 [Ms. S. Jackson, Commission Vice Chair Re: Island Savings Centre Lobby Washrooms](#)

It was agreed that transgender inclusive signage be included in the lobby washroom renovation project.

CLOSED SESSION

It was moved and seconded that the Closed Session agenda be approved.

MOTION CARRIED

3:35 p.m.

It was moved and seconded that the meeting be closed to the public in accordance with the *Community Charter Part 4, Division 3, Section 90 (1) (d) Security of Property – Third Quarter Building Security Update; and the adoption of the Closed Session Regular Island Savings Centre Commission Minutes of July 13, 2017.*

MOTION CARRIED

3:56 p.m.

It was moved and seconded that the Commission rise without report on item CSR1 and return to the Open portion of the meeting.

MOTION CARRIED

ADJOURNMENT

3:56 p.m.

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 3:56 p.m.

Chair

Recording Secretary

Dated: _____