

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., April 11, 2005.

Present: Deputy Mayor Phil Kent;
Councillors Mike Caljouw, Sharon Jackson, Geoff Maxwell and Ken Newcomb.

Absent With Prior Notice: Mayor Michael Coleman and Councillor Jenny Farkas.

Also

Present: Peter de Verteuil, Deputy Administrator/Director of Finance Officer and Lynn Ketch, Administrative Assistant.

His Worship Deputy Mayor Phil Kent opened the Council Meeting with a prayer and called for order.

Approval of Agenda

Agenda

Movd. Councillor M. Caljouw

Secd. Councillor S. Jackson

THAT the Agenda for the April 11, 2005 Regular Meeting of City Council be approved, with the following additions:

- 7(b) - Pioneer Park - Fencing Field #6
- 8(k) - Cowichan Lawn Bowling letter dated April 2, 2005 re: Washroom Facilities at Centennial Park
- 8(l) - Red Hat Day Proclamation - April 25, 2005
- 8(m) - Salvation Army - Red shield Appeal - May 2, 2005.

Carried.

Adoption of Minutes

Minutes

Movd. Councillor S. Jackson

Secd. Councillor K. Newcomb

THAT the Minutes of the Regular Meeting of City Council held March 29, 2005 be adopted.

Carried.

Public and Statutory Hearings

Recess to Public Hearing

120 Beech Avenue -
Development
Variance Permit
Application -
Strata Lots

For consideration was a Development Variance Permit Application from the owners of 120 Beech Avenue requesting a width reduction of 2.5 metres for proposed strata lots B and C at the south-end of Beech Avenue in accordance with plans submitted by McNeil Building Designs Limited.

Deputy Mayor Kent noted that no correspondence has been received to support or oppose the application.

Deputy Mayor Kent called for further input three times and hearing none, he reconvened the Council Meeting.

It was unanimously agreed that this matter be finalized at this point in the meeting.

Movd. Councillor S. Jackson

Secd. Councillor M. Caljouw

THAT the lot width for the proposed strata lots B & C of the proposed three strata lot subdivision at the south-end of Beech Avenue (parent property legally described as Lot 8, Sections 15 & 16, Range 7, Plan 7735, Quamichan District, PID 005-657-113; 120 Beech Avenue) be reduced from 15m (49') to 12.5m (41'), subject to the following condition:

- The granting of the Development Variance Permit is subject to the single family dwellings constructed on the three new strata lots being materially and substantially similar in all respects to the three dwelling units presented as part of the Development Variance Permit Application.

Carried.

Report of the Deputy Chief Administrative Officer

Administrator's
Report

- The CVRD are paving their parking lot on Evans Street. The City is changing three old catch basins and installing a storm service.
- Duncan Paving has started the concrete portion of the 2005 paving program. The start date for grinding should be April 14.
- The waterworks department is installing water services at the following locations: Dobson Rd., Sayward Ave., and McKinstry Rd.
- Draft safety manuals have been reviewed and the final copy will be ready by the end of April.
- Our Public Works summer students will be starting May 2. There will be 4 students with one student being supplied for July and August towards the joint Green Streets project with the Cowichan Tribes.
- All other jurisdiction's tax rates have been received, so the draft 5 yr Financial Plan will be completed for the April 18 Finance Committee Meeting, and an Open House will be held later next week, which will be announced in the paper.

Subsequent to the Meeting, it was determined that the Open House would be held in the City Hall Council Chambers from 5:00 pm - 8:00 pm on April 21.

Unfinished Business

Duncan Business Improvement Area Society (DBIAS) - 2005 Budget

Movd. Councillor G. Maxwell
Secd. Councillor K. Newcomb

THAT in accordance with Bylaw No. 1841 "Business Improvement Area "Core" Bylaw 1997, No. 1841" and Bylaw No. 1842 "Business Improvement Area "Fringe" Bylaw 1997, No. 1842", City Council approve the 2005 Budget as submitted by the Duncan Business Improvement Area Society (DBIAS).

Carried.

Pioneer Park - Fence Field No.6

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw

THAT the following Motion adopted by City Council at the March 29, 2005 Regular meeting be rescinded:

"THAT in response to the March 17, 2005 letter from the District of North Cowichan, the Council of the City of Duncan deny the expenditure of \$5,400 to install a chain-link fence on Pioneer Park Field No. 6 prior to the adoption of the 2005 - 2009 Financial Plan."

AND THAT in response to the March 17, 2005 letter from the District of North Cowichan, the Council of the City of Duncan give pre-budget approval to the expenditure of \$5,400 to install a chain-link fence on Pioneer Park Field No. 6 prior to the adoption of the 2005 - 2009 Financial Plan.

Carried.

Correspondence

Municipal Fitness Challenge - Grade 5 Free Access

Movd. Councillor G. Maxwell
Secd. Councillor K. Newcomb

THAT the letter dated March 1, 2005 from the Corporation of Delta, wherein they challenge every other municipality in the Province of BC to match the free access for grade 5 programs outlined in their letter, as well as providing discounted rates for young adults, be received, the contents noted and filed;

AND THAT this letter be forwarded to the Cowichan Valley Regional District for their consideration.

Carried.

Cowichan Sportsplex - 2005 12-Hour Relay

For consideration was a letter dated March 15, 2005 from the Cowichan Sportsplex, wherein they invite the City of Duncan to participate in the July 9, 2005 12-Hour Relay Event at the Sportsplex.

Movd. Councillor K. Newcomb
Secd. Councillor S. Jackson

THAT the subject of the City of Duncan Council and staff participating in

the July 9, 2005 12-Hour Relay Event at the Cowichan Sportsplex be TABLED, pending a response from the District of North Cowichan to participate in this event with a joint City/District team.

Carried.

Equity and Fairness
in Funding for
National Canada Day
Events for all
Eastern and Western
Provinces

Movd. Councillor G. Maxwell
Secd. Councillor M. Caljouw

THAT the Council of the City of Duncan support the efforts of the City of New Westminster in requesting the Canadian Heritage Coordinator to review the distribution of Federal funding for national Canada Day events, with the objective of ensuring equity and fairness for all eastern and western provinces.

Carried.

Community Social
Planning Network of
BC (CSPN BC)

Movd. Councillor S. Jackson
Secd. Councillor K. Newcomb

THAT the letter dated March 23, 2005 from the Community Social Planning and Research Council of British Columbia (CSPN BC), regarding community social planning initiatives, be received, the contents noted and filed.

Carried.

Standards for BC
Home and Property
Inspection

For consideration was a letter dated March 29, 2005 from the Canadian Association of Home & Property Inspectors (BC) (CAHPI BC), wherein they request support in urging the BC Government to establish standards for the BC home and property inspection industry.

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw

THAT a letter be sent to the BC Premier, Gordon Campbell, outlining the following points:

- The decision to purchase a home is one of the most important financial decisions people make.
- Existing BC legislation simply offers recourse after a purchase, not protection in advance of it, it is no help to people when they need protection the most - when they're making the biggest spending decision of their lives, and are seeking expert advice to aid them in making an informed decision.
- The Provincial Government needs to take action to put standards in place so that the only people who can call themselves home inspectors in BC communities are those who achieve prescribed levels of training and education.

Carried.

West Nile Virus Movd. Councillor G. Maxwell
 Protection Planning Secd. Councillor M. Caljouw

THAT the letter dated March 29, 2005 from the Vancouver Island Health Authority, regarding West Nile Virus protection planning, be forwarded to the Public Works Superintendent for his consideration and possible implementation.

Carried.

Love Cowichan Event Movd. Councillor S. Jackson
 - June 4, 2005 Secd. Councillor G. Maxwell

THAT Council authorize the Duncan Ministerial Association to stage a "Love Cowichan" event in Charles Hoey Park on June 4, 2005 (Saturday) from 9:00 a.m. to 3:00 p.m. subject to the following terms and conditions:

- The Duncan Ministerial Association providing litter and garbage receptacles and collecting and disposing of all litter and garbage in the area;
- The Duncan Ministerial Association holding harmless the City of Duncan from any and all possible public liability claims;
- Provision of liability insurance to a minimum of \$2,000,000. per occurrence for the event at Charles Hoey Park with the City of Duncan being named "An Additional Insured Party";
- Payment of a \$300.00 deposit, which will be returned to the Committee if Charles Hoey Park and infrastructure are left in a clean and undamaged condition;

AND THAT the Duncan Ministerial Association book use of the City Square through the Duncan Business Improvement Area Society (DBIAS) for the evening of June 4, 2005.

Carried.

Boeing 737 - Movd. Councillor S. Jackson
 Artificial Reef for Secd. Councillor M. Caljouw
 Chemainus

THAT City Council approve wholeheartedly of the "Boeing 737 - Artificial Reef for Chemainus" project as outlined in the letter dated March 31, 2005 from Peter Luckham, 49th Parallel Diving, Thetis Island.

Carried.

It was noted that more information can be found at the following website:
www.divemaster.ca/boeing/.

BC Seniors Games Movd. Councillor G. Maxwell
 2005 - Sign Secd. Councillor M. Caljouw
 Placements

THAT City Council grant permission to the Cowichan 2005 BC Seniors Games Society to place unobtrusive directional signs as needed to identify and direct participants to the various Cowichan 2005 BC Seniors Games venues.

Carried.

Cowichan Green
Community -
Sustainable
Cowichan Project

Movd. Councillor S. Jackson
Secd. Councillor K. Newcomb
THAT the Council of the City of
Duncan endorse "In Principle" the concept of
the Cowichan Green Community for projects
outlined in their letter received March 31,
2005.

Carried.

Cowichan Lawn
Bowling Club -
Washroom Facilities
at Centennial Park

Movd. Councillor K. Newcomb
Secd. Councillor S. Jackson
THAT the request dated April 2, 2005
from the Cowichan Lawn Bowling Club to use
the Centennial Park washroom facilities,
while their clubhouse at 280 First Street is
under construction, be TABLED until after
the April 25, 2005 Public Hearing for the
pending Development Variance Permit
Application for the proposed clubhouse is
completed.

Carried.

It was noted that the Jubilee Community
Garden organizers were previously given keys
and permission to use the Centennial Park
washroom while they are at the Jubilee
garden site.

Red Hat Day -
April 25, 2005

Movd. Councillor G. Maxwell
Secd. Councillor K. Newcomb
THAT the Council of the City of
Duncan proclaim April 25, 2005 as "Red Hat
Day" in the City of Duncan as requested by
Jaquie Goodwin and Ingrid Boblin in their
request received April 6, 2005.

Carried.

Salvation Army -
Red Shield Appeal
on May 2, 2005

Movd. Councillor S. Jackson
Secd. Councillor K. Newcomb
THAT the Council of the City of Duncan
proclaim May 2, 2005 as "Kick-Off Day" for
the Salvation Army Red Shield Appeal;
AND THAT the Salvation Army Flag be
flown at City Hall during the week of May 2
- 8, 2005.

Carried.

Reports of Committees, COTW and Commissions

Finance Committee

Warrant No. 3-2005

Movd. Councillor K. Newcomb
Secd. Councillor G. Maxwell
THAT Warrant No. 03-2005 covering
General Account cheque numbers 109525 -
109664 in the total amount of \$478,646.49
- Payroll Account - Payroll #05
covering cheque numbers 3518 -
3549 and Direct Deposits in the
amount of 40,786.85
- Payroll #06 covering cheque
numbers 3550 - 3563 and Direct
Deposits in the amount of 35,296.05
GRAND TOTAL \$554,729.39
be ratified.

Carried.

Public Works Committee

For consideration were the notes of the April 4, 2005 Public Works Committee meeting.

Paving Plan - Pre-Budget Approval

Movd. Councillor G. Maxwell
Secd. Councillor M. Caljouw

THAT Council give pre-budget approval to the following 2005 Paving Plan, as submitted by the Public Works Superintendent, Trevor Kushner, for a total of \$270,000:

- Centennial Heights
 - Arbutus Avenue West \$35,000.
 - St. Julian
 - Trunk Road to Robertson \$55,000.
 - Major Patching, including Coronation Avenue \$180,000.
- \$270,000.

Carried.

Planning & Priorities Committee

Deputy Mayor Kent, Chair of the Planning & Priorities Committee, reported on the following items:

- He attended the March 24 and April 5 Advisory Planning Commission meetings. The APC members are reviewing the process of the OCP review and will forward recommendations to Council in the next month or two.
- On April 10, he attended an Open House on the Cairnsmore community held at the Growing Together Daycare building on Cairnsmore Street with about 35 other attendees. The APC will be defining neighbourhoods throughout the City.

Building Statistics Report - March 2005

Movd. Councillor S. Jackson
Secd. Councillor G. Maxwell

THAT the Building Inspection report submitted for March 2005 be received, the contents noted and filed.

Carried.

Miscellaneous

Councillor Newcomb reported on the recent AVICC conference he and Councillor Farkas attended. He said that the 2005 conference in Courtenay was very well attended. The following two resolutions recommended to the AVICC by the City of Duncan were endorsed as follows:

- GROW OPERATIONS - BC HYDRO
"THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities correspond with the Province of BC, requesting that it require BC Hydro to release records to

the RCMP and other police departments so that the detection of grow operations in the province of British Columbia can be simplified."

- SAFER CITIES/SAFER COMMUNITIES STRATEGY

"THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities ask the BC government to develop and adequately fund over the long-term a Safer Cities/Safer Communities strategy, with a focus on harm reduction and prevention programs;

AND FURTHER BE IT RESOLVED that this strategy include a well-developed, intelligent series of public education seminars to be delivered by the province across BC to build the knowledge base and community capacity to implement these programs."

Councillor Caljouw reported that the recent Duncan Volunteer Firefighters ladies appreciation night was a raving success, with dinner from Just Jake's and an Elvis impersonator.

Deputy Mayor Kent acknowledged the recent World Indoor Soccer Tournament win by the Cowichan Eagles. They represented Canada and were the only Aboriginal team in the Tournament. The Cowichan Eagles beat England with a 2-0 victory in Belgium on March 28, 2005. He congratulated the team on their dedication and skill to attain this victory. Some of the players have also played on other teams in the Cowichan Valley.

Deputy Mayor Kent, along with representatives from the District of North Cowichan, Cowichan Valley School District, Malaspina University-College, Cowichan Valley Regional District and the Cowichan Exhibition, attended the April 8, 2005 Press Conference to unveil the Cowichan Place proposal.

Public input is now being sought for a proposed multi-use education and recreation site that would see a new Cowichan Secondary School and a permanent Malaspina University-College facility adjacent to the Cowichan Centre. Comprehensive information about the Cowichan Place concept including the discussion paper, site map, and an electronic comment questionnaire can be found at www.cowichanplace.com. A four-hour public open house will be held on Tuesday, May 31 from 4 to 8 p.m. in the Cowichan Centre Theater Lobby and a two-hour public meeting will be held on Tuesday, June 7 from 6 to 8 p.m. Location to be announced later. Display boards of the concept site map and

brochures will be on display at the offices of the District of North Cowichan, City of Duncan, CVRD, Malaspina University-College (Cowichan Campus), Cowichan Secondary School and the Cowichan Valley School District Board office on Beverly Street and the Cowichan Centre.

Deputy Mayor Kent encouraged the public to attend the public meetings and complete the comment questionnaire.

Bylaws

Official Community
Plan Bylaw No.
1762, Amnd. Bylaw
No. 1984, 2005
(Guidelines added
for Downtown Core
(Area 1) and TCH
Corridor (Area 2)

Movd. Councillor G. Maxwell
Secd. Councillor K. Newcomb

THAT Council give leave to Councillor S. Jackson to introduce "Official Community Plan Bylaw No. 1762, Amendment Bylaw No. 1984, 2005".

Carried.

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw

THAT "Official Community Plan Bylaw No. 1762, Amendment Bylaw No. 1984, 2005" be read for the first time.

Carried.

Movd. Councillor G. Maxwell
Secd. Councillor K. Newcomb

THAT "Official Community Plan Bylaw No. 1762, Amendment Bylaw No. 1984, 2005" be read for the second time.

Carried.

Question Period - Council

Question Period

On a question from Councillor Jackson, she was advised by the Deputy Corporate Officer, Peter de Verteuil that four summer students have been hired by the City to start on May 2, 2005. He noted that there are two men and two women, including one First Nation's person. We have agreed to provide one summer student to attend at the Cowichan Tribes Office for July and August to work on the Green Streets Program.

On a question from Councillor Newcomb about the brick situation on Craig Street, Mr. de Verteuil noted that Stantec is working to develop a permanent solution to this problem. We should be hearing from them soon.

Special Meeting

Movd. Councillor G. Maxwell
Secd. Councillor M. Caljouw

THAT the Council of the City of Duncan resolve into Special Meeting (Committee of the Whole) to discuss personnel and property issues;

AND THAT persons other than Council Members and the Deputy Corporate Officer be excluded from this meeting (Section 242.3 - Local Government Act).

Carried.

At 8:30 p.m., City Council resolved into Special Meeting.

At 9:25 p.m., the following Motion was PUT:

Adjournment

Movd. Councillor S. Jackson
Secd. Councillor G. Maxwell

THAT this meeting of City Council do now adjourn.

Carried.

Deputy Mayor

Deputy Corporate Officer/
Director of Finance