

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., February 13, 2006.

Present: Mayor Phil Kent; Councillors Ray Cadorette, Mike Caljouw and Sharon Jackson.

Absent With Prior Notice: Councillors Paul Fletcher, Ken Newcomb and Jesse Winfrey.

Also

Present: Paul Douville - City Administrator.

His Worship Mayor Phil Kent opened the Council Meeting with an affirmation and called for order.

Approval of Agenda

Agenda

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT the Agenda for the February 13, 2006 Regular Meeting of City Council be approved.

Carried.

Adoption of Minutes

Minutes

Movd. Councillor R. Cadorette
Secd. Councillor S. Jackson
THAT the Minutes of the Regular Meeting of City Council held January 23, 2006 be adopted.

Carried.

Report of Chief Administrative Officer

Administrator's Report

Mr. Douville reported on the following items:

- The Homeless Shelter in the basement of the Margaret Moss Health Centre has opened and no problems have been encountered. Pre-admission is taking place at the Food Bank and "guests" are being transported prior to 7:00 a.m. to the Friendship Centre for breakfast and shower, laundry and clothing exchange facilities. The maximum number of "guests" permitted at the Shelter is ten and this number has not yet been reached.
- The 2006 Budget planning process is now underway. He asked Members of Council for any input they wished to provide him.
- The asphalt is taking a beating with the amount of rain experienced in the last several weeks; a pothole patching crew has been dispatched daily.

- On February 6, the crew members were provided with confined space training as required by the Workers Compensation Board.
- The median on Coronation Avenue immediately east of the Trans Canada Highway is continually broken by large vehicles. Mr. Kushner said he would have a report for Council for a different configuration at this location.
- An evaluation of needed upgrades and the development of corresponding recommendations for Government Street between Boundary and Cowichan Way are currently in the works.
- On the evening of February 10, a sanitary sewer system blockage occurred on the Jubilee Street Hill. The cause of the blockage was found in a chamber on the hillside into which three lines deposit sewage and one line exits the chamber. The chamber was plugged with linen and hand towels, facecloths, rubber gloves and one shawl. Service was not discontinued to any users of the system, but traffic was interrupted for a portion of February 13.

Unfinished Business

2005 UBCM
Resolutions from
the City

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

THAT the letter dated February 6, 2006 from the UBCM, wherein they provide a copy of the Provincial responses to the 2005 UBCM resolutions put forward by City Council, be received, the contents noted and filed.

Carried.

Cowichan Branch
#53, Royal
Canadian Legion
Liquor License
Areas (225 Canada
Avenue)

For consideration were the following items:

- Letter dated February 6, 2006 from Cowichan Branch #53, Royal Canadian Legion;
- Letter dated June 24, 2005 from the DBIAS.

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

THAT the Council of the City of Duncan resolve that they have no objection to Cowichan Branch #53, Royal Canadian Legion extending their premises and liquor license into the adjacent 310 m² (1016 ft²) of space previously occupied by Rembrandt's Chocolate Shop (i.e. Expansion Area #1 shown on the floor plan for the area in the Canada Building (225 Canada Avenue) attached to the February 6, 2006 letter from the Legion).

Carried.

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

THAT the Council of the City of Duncan authorize a lease (no rent) of a 2 metre (7') x 12 metre (40') area in "Winery Mews" between City Hall and the Canada Building (225 Canada Avenue) as shown as "Seasonal Expansion Area #2" on the plan attached to the February 6, 2006 letter from the Legion subject to the conditions outlined in the June 24, 2005 letter from the City Square Manager (DBIAS) being incorporated into the lease:

1. That if the leased outdoor patio area is used for any alcohol consumption it will be specifically referred to the Legion's liquor license.
2. In order to accommodate Market in the Square, the patio area be closed, and that all tables, chairs and barriers be removed from the lane each Saturday until 3pm.
3. And, that the Legion close the patio area and remove all tables, chairs and barriers when given written notice (minimum of 24 hours notice) of a special event in City Square.

AND THAT Council resolve that they have no objection to Cowichan Branch #53, Royal Canadian Legion extending their liquor license into "Seasonal Expansion Area #2"

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

THAT subject to the Liquor License stipulating that in the outside area, liquor service can only occur until 9:00 p.m. and consumption in this area is only to occur until 9:00 p.m.

Amendment Carried.

The Main Motion, as amended, was then PUT and CARRIED.

JUB Capacity
Units -
Cowichan Bay

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette

THAT the letter dated January 31, 2006 from the Municipality of North Cowichan to the CVRD, wherein they advise that they will not sell 26 JUB Sewer Capacity Units to Electoral Area "D" (Cowichan Bay), be received, the contents noted and filed.

Carried.

New Aquannis
Pool Project

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette

THAT the letter dated February 6, 2006 from the Municipality of North Cowichan, regarding a proposed new Aquannis Pool Project and Council

membership on a Select Committee, be referred to the next General Purposes Committee meeting.

Carried.

Movd. Councillor R. Cadorette
Secd. Councillor M. Caljouw

THAT the copy of the letter dated February 6, 2006 to CVRD Area "D" Director Mike Tansley and CVRD Area "E" Director Loren Duncan from the Municipality of North Cowichan, regarding the new Aquannis Pool project and establishment of a Select Committee, be received, the contents noted and filed.

Carried.

Correspondence

Suicide
Prevention
Project -
Kweyulus
Mustimuhw

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

THAT in response to the letter dated January 24, 2006 from Matthew Louie, the Council of the City of Duncan provide a letter of support "in principle" for the Suicide Prevention Project entitled Kweyulus Mustimuhw.

Carried.

Future Corp
Cowichan -
Achieving the
Vision

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette

THAT the Council of the City of Duncan endorse the Visions 2020 Community Vision Statement.

Carried.

Cowichan
Historical
Society

For consideration were letters dated January 18 and 23, 2006 from the Cowichan Historical Society requesting the use of the third floor of City Hall as a location for the Archives of the Cowichan Valley Museum.

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

THAT Council authorize the preparation of a lease with the Cowichan Historical Society for the use of the third floor of City Hall as a location for the archives of the Cowichan Valley Museum (free rent).

Carried.

Scouts Hike for
Hunger

For consideration was a letter dated January 19, 2006 from Eagles Rest Area, Cascadia Councils, Scouts Canada.

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette

THAT City Council authorize Scouts Canada to stage their "Walk for Hunger" on Saturday, February 25, 2006 between 10:00 a.m. and 12:00 noon on the SIDEWALKS of the roadways within the City as outlined in their January 19, 2006 letter;

AND THAT this authorization be subject to the event not interfering with the movement of vehicular or pedestrian traffic and subject to proper marshalling being provided throughout the route by the event coordinators;

AND THAT Scouts Canada hold harmless the City of Duncan from any and all possible liability claims relating to this event;

AND THAT the City of Duncan be named as an "additional insured party" on a minimum \$2 million per occurrence liability insurance policy;

AND THAT Scouts Canada be requested to contact the District of North Cowichan for permission for the "Walk" in their jurisdiction.

Carried.

Lion's Club
District 19-1
Spring conference
- Lapel Pins
Request

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

THAT as requested in the letter received January 25, 2006 from the Lion's Club District 19-1 Spring Conference Co-Chair Bob James, Council provide 100 totem Lapel Pins for the Conference contrary to the Council Policy which provides for a maximum of 50 free lapel pins per organization;

AND THAT they also be provided with a copy of "A Small City in a Big Valley" for their silent auction.

Carried.

Nature Trust of
BC - 35th
Anniversary

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette

THAT the Council of the City of Duncan recognize the 35th Anniversary of Incorporation of the Nature Trust of British Columbia.

Carried.

Coalition of
Canadian
Municipalities
Against Racism
and
Discrimination

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette

THAT the January 26, 2006 letter from the Canadian Commission for UNESCO, regarding a Coalition of Canadian Municipalities Against Racism and Discrimination, be referred to the next Joint Council Meeting with the District of North Cowichan.

Carried.

Chemainus Legion
- Grant Request
for RCMP
Dinner/Dance

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette

THAT the letter dated February 7, 2006 from the Chemainus Royal Canadian Legion, wherein they request \$1,000 grant to assist in staging a dinner/dance honouring and showing appreciation for the RCMP, be referred to the Finance Committee with Power-to-Act.

Carried.

Reports of Committees, COTW and Commissions

General Purposes Committee

For consideration were the notes of the February 6, 2006 meeting.

Bow-Mel Chrysler
Ltd. -
Development
Permit
Application
(461 TCH)

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette
THAT Council authorize the issuance of a Development Permit to Bow-Mel Chrysler Ltd. (Todd Blumel) for their development proposal at 461 Trans Canada Highway received January 30, 2006 subject to:

1. The sidewalk along St. Julian Street be given level priority treatment with the gradient change occurring within the boulevard area, as per our Design Guidelines for Development Permit Area 2.
2. The new sidewalks, gutters, curbs and boulevard landscaping being at the cost of the developer.
3. A comprehensive landscape plan by a landscape architect/designer being submitted for approval for the entire development area.
4. A comprehensive plan being submitted showing the redevelopment of the entire area used for the car dealership.
5. The ongoing maintenance for the landscaping on the boulevard area being done by the property owner.

Carried.

Municipal
Elections - Fall
Date

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette
THAT the following resolution be adopted by the Council of the City of Duncan and submitted to the Association of Vancouver Island and Coastal Communities (AVICC) for endorsement at the upcoming 2006 Convention:

"WHEREAS municipal elections are held on the third Saturday of November every three years in accordance with the BC Local Government Act;

AND WHEREAS in November, it is very dark in the late afternoon and evenings and the weather is usually bad;

AND WHEREAS it does not feel safe for candidates (especially women) to be walking up strange driveways and into unfamiliar apartment buildings in the dark and bad weather;

AND WHEREAS it is likely that more people would vote if the timing of the election was better when the sunlight lasted later in the day;

THEREFORE BE IT RESOLVED THAT the

187 - 193 Station Movd. Councillor S. Jackson
 Street - New Secd. Councillor M. Caljouw
 Canopy - THAT the design as presented for the
 Development proposed new canopy for 187-193 Station
 Permit Street be approved and a Development Permit
 be issued;
AND THAT the vinyl green and white
 striped material presented by the applicant
 be used for this canopy.

Carried.

Reports from Council Members

Reports from Councillor Cadorette reported on the
 Council Members following items:

- On January 25, 26 and 27, he, Councillors Fletcher and Winfrey attended the UBCM training for newly elected Councillors held in Nanaimo. They covered 12 topics from Robert's Rules, the Community Charter, the Local Government Act, Budgeting and Finance, Land Use Planning to Team Work. Ida Chong, Minister of Community Services, Province of BC, gave everyone words of encouragement. The UBCM seminar was very professional with excellent presenters and was attended by over 45 Island-wide new Councillors and was well worth the time and energy spent attending the event.
- He attended the Vancouver Island Regional Library Board meeting on the evening of January 27 and all day January 28 in Nanaimo. The guest speaker, Ken Haycock reminded attendees that the Board has three core functions:
 1. To set strategic directions;
 2. To hire and evaluate the CEO;
 3. To monitor/audit implementation and outcomes of the strategic directions.

Mr. Haycock also suggested that libraries need to look outside their traditional service delivery model and move forward with innovative ways of providing library services to the public. He volunteered to sit on the Finance Standing Committee of the VIRL.

- On February 7, he attended the Chamber of Commerce Board meeting and was pleased to inform the Mayor and Council that the Chamber membership is in excess of 300 and growing. The major focus of the Chamber in 2006 will be locating a suitable high profile site for the Visitor Information Centre. The City will have a role to play in this project.

- On February 9, he attended the BC Forest Discovery Centre for the launch of the 2006 Cowichan Tourism Planner sponsored by the Economic Development Commission. This was a well attended event which provided an opportunity to learn where the EDC is focusing its energies for 2006.

Councillor Jackson reported on the homelessness workshop that she recently attended in Nanaimo. She said it was an excellent workshop that addressed short and long-term solutions for indigent and small income people. She said that numerous solutions and alternatives were discussed and she advised that a full report would be distributed to the Mayor and Councillors.

Councillor Jackson also reported on the Cowichan Tribes/City of Duncan Green Streets project. She said that at a recent meeting, the UBC student works participants were introduced and congratulated on the professional contributions they made to the project as volunteers in addition to their regular heavy curriculum.

Councillor Jackson said that at the Cowichan Valley Museum, an excellent new display entitled "Story of Children's Belongings 1890 - 1945" is on public display from February 8 - May 20.

Mayor Kent reported on the following items:

- At the February 8 CVRD Board meeting, increased transit service for Crofton and Chemainus was approved. The Mayor was asked to discuss at the CVRD Transit Committee the possibility of providing transit service down Boys Road for the Silver Park Trailer Park. He said he would do so noting that the Cowichan Tribes is considering involvement in the Transit system.
- On February 11, he and most of the Directors attended the CVRD priority session. The session was moderated by Brian Johnson of PERK. Five key priorities were agreed upon and some progress was made on the conviction to make more effort in getting decisions completed satisfactorily.

Duncan/North Cowichan Joint Utilities Board

JUB 2006
Operating &
Capital Budgets

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette

THAT as recommended by the Joint Utilities Board, Council approve the 2006 JUB Operating Budget of \$461,135.00 (2% increase over 2005) and the Capital Budget of \$84,138.00.

Carried.

It was noted that the JUB Reserve Fund as at December 31, 2005 was \$741,800.

Building
Statistics Report
- January 2006

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT the Building Statistics Report for January 2006, as presented, be received, the contents noted and filed.

Carried.

New Business

CVRD Transit
Service - Bylaw
Update

For consideration was a letter dated February 9, 2006 from the CVRD Corporate Secretary.

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette
THAT the City of Duncan consent to the adoption of "CVRD Bylaw 2752 - Local Transit Service Amendment Bylaw, 2006", which would increase the requisition limit and update the language of Bylaw No. 1450.

Carried.

Special Meeting
(In Camera)

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT the Council of the City of Duncan resolve into Special Meeting (Committee of the Whole) to consider personnel and legal issues;

AND THAT persons other than Council Members, the Corporate Officer and the Director of Finance be excluded from this meeting (Sections 90, 91 and 92 - Community Charter).

Carried.

At 8:27 p.m., City Council resolved into Special Meeting.

At 9:00 p.m., the following Motion was Put:

Movd. Councillor M. Caljouw
Secd. Councillor S. Jackson
THAT the Special Meeting of City Council rise and report to City Council.

Carried.

Engineering
Services

Movd. Councillor S. Jackson
Secd. Councillor R. Cadorette
THAT Council accept the December 15, 2005 response proposal to our RFP for Engineering Services from The Focus Corporation Ltd. for the years 2006-2010 inclusive (5 years), subject to a review in three years and subject to Focus Corporation Ltd. agreeing in writing that the City can issue RFPs to them and other engineering firms if we see fit for such items as large single projects.

Carried.

Adjournment

Movd. Councillor S. Jackson

Secd. Councillor R. Cadorette

THAT this meeting do now adjourn.

Carried.

At 9:01 p.m., the meeting adjourned.

Phil Kent
Mayor

Paul Douville
Corporate Officer