

## City of Duncan Regular Council Minutes

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan BC, at 7:30 p.m. on Monday, January 14, 2008.

**Present** Mayor Phil Kent  
Councillor Ray Cadorette Councillor Mike Caljouw  
Councillor Paul Fletcher Councillor Sharon Jackson  
Councillor Jesse Winfrey

**Absent W/Prior Notice** Councillor Ken Newcomb

**Also Present** Peter de Verteuil – Deputy Chief Administrative Officer  
Lynn Ketch – Director of Corporate Services

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

### **Approval of Agenda**

**Agenda** Moved by Councillor Winfrey  
Seconded by Councillor Jackson

R-1-08 **That** the January 14, 2008 Council Agenda be approved.

**CARRIED**

### **Adoption of Minutes**

**Minutes** Moved by Councillor Jackson  
Seconded by Councillor Caljouw

R-2-08 **That** the Minutes of the December 10, 2007 Regular Council Meeting be adopted.

**CARRIED**

### **Introduction of Late Items**

Moved by Councillor Fletcher  
Seconded by Councillor Jackson

**That** the following three letters be added to Reports of Staff 9.6.1. Covenant Amendment to Permit Funeral Home - 580 Cairnsmore:

- January 14 letter in opposition from A. Fall and M. Morgan
- January 10 letter in opposition from George Spong
- January 14 email from Kevin Rodger in support.

### **Delegations**

**St. John  
Ambulance,  
Cowichan Valley  
Branch**

Richard Nelson, of the St. John Ambulance - Cowichan Valley Branch, was present to update Council and the public on the benefits of volunteering with St. John. He noted they have been in the valley for over 45 years and give 1,000 hours of service to the community each year.

Mr. Nelson advised Council that a letter from St. John Ambulance will be arriving in the near future with various requests related to the 125<sup>th</sup> Anniversary of the organization in Canada and also for assistance in volunteering for NAIG this August.

**The Spiritual  
Assembly of the  
Bahá'ís of  
Duncan**

Patricia Eckhardt Tranter addressed Council, requesting that Sunday, January 20, 2008 be proclaimed World Religion Day in Duncan. She advised that an interfaith event to commemorate World Religion Day will be held at the Mercury Theatre on Sunday Jan. 20, 2008 from 2 – 4 p.m.

R-3-08

Moved by Councillor Jackson  
Second by Councillor Fletcher  
That Correspondence Item 8.1 (World Religion Day) be moved to this point in the Agenda.

CARRIED

R-4-08

Moved by Councillor Jackson  
Seconded by Councillor Fletcher  
**That** City Council proclaim January 20, 2008 as World Religion Day in the City of Duncan.

CARRIED

**Reports of Mayor and Council and Committees**

**Report of  
Committee of the  
Whole Minutes**

Moved by Councillor Cadorette  
Seconded by Councillor Jackson  
**That** items 1 - 4 of the December 17, 2007 Committee of the Whole Minutes be adopted:

R-5-08

1. **Whereas** the Council of the City of Duncan would like to commend the Province of BC for its recent efforts in directing specifically allocated, autonomous funding that will assist small municipalities in addressing their infrastructure deficits and other initiatives; through such initiatives as the Gas Tax, public transit, and small communities grants;  
**And Whereas** City Council notes that municipalities still struggle to address the infrastructure deficit while managing the expected service levels of their taxpayers;  
**And Whereas** on November 15, 2007, the City of Vancouver endorsed a motion calling upon the provincial government to address the municipal fiscal imbalance;  
**And Whereas** municipalities are having to institute record property tax increases while the Federal and Provincial governments are able to reduce income taxes;  
**Therefore Be It Resolved That** the Council of the City of Duncan request the Province of BC take steps in their upcoming budget to address the Municipal Fiscal Imbalance by reinstating a revenue

sharing program with municipalities – and that these revenues be stable over time.

R-6-08

2. **That** City Council authorize the Heart and Stroke Foundation, Cowichan Branch, to hold their 2008 Big Bike Event, May 24 and 25, 2008, as requested in the November 13, 2007 letter, subject to the following:
  - The RCMP North Cowichan/Duncan Detachment being fully informed and involved as much as possible, in particular where the bike route requires crossing Trunk Road from Duncan Street to Cowichan Way.
  - The event not interfering with the movement of vehicular or pedestrian traffic and subject to proper marshalling being provided throughout the route by event coordinators.
  - The Heart and Stroke Foundation of BC and Yukon (Duncan Branch) hold harmless the City of Duncan from any and all possible liability claims relating to this event.
  - The City of Duncan being named as an “additional insured party” on a minimum \$2 million per occurrence liability insurance policy (proof of insurance requested).

R-7-08

3. **That** Council grant approval to proceed with the installation of 2 SLOW ZONE signs, one at either end of the 30 km/hr speed zone on the Government Street corridor, and also to widen the zebra stripes at the 4 affected crosswalks when weather permits.

R-8-08

4. **That** Council endorse the proposal from Ruth Fenner of the South Vancouver Island Women’s Institute to plant an Oak tree from Windsor Great Park in the area directly south of McAdam Sports Field.

CARRIED

**Committee of the Whole Minutes**

Moved by Councillor Winfrey  
Seconded by Councillor Jackson

R-9-08

**That** the Minutes of the Committee of the Whole Meeting of December 17, 2007 be adopted.

CARRIED

**Report of Committee of the Whole Minutes**

Moved by Councillor Cadorette  
Seconded by Councillor Caljouw

R-10-08

**That** item 1 of the January 7, 2008 Committee of the Whole Minutes be adopted:

1. **That** 3-hour parking regulations be instituted on the north and south sides of Third Street between Canada Avenue and Jubilee Street.

CARRIED

**Committee of the Whole Minutes**

R-11-08

Moved by Councillor Jackson  
Seconded by Councillor Caljouw

**That** the Minutes of the Committee of the Whole Meeting of January 7, 2008 be adopted.

CARRIED

**Mayor and Council Reports**

Mayor Kent reported on the following:

- On January 9, he attended the opening of the new Queen Margaret's School Primary Building, noting he was an Alumni of the School
- On January 9, he Chaired the Safety Committee meeting at the CVRD
- On January 9, he and other members of Council attended the retirement celebration for Doug Robertson, DVFD Deputy Chief. Doug was a volunteer fireman for over 35 years and was Deputy Chief for 20 of those years. Mayor Kent noted the large number of life members attending the function
- On January 10, he and other Councillors attended the Drum workshop on the invitation of Ron George. The workshop is to teach people in the community three Hul'qumi'num songs for the NAIG opening ceremonies
- Today, he met with Cowichan Tribes Chief Lydia Hwitsum
- On January 24 at 8:00 a.m., the Graffiti Task Force Forum will take place at the Silver Bridge Inn. The Panel will be helping to inform and receive input from the community
- The Honourable Steven Point, Lieutenant Governor of BC, will visit City Hall on January 23, 2008 at 11:30 a.m.

Councillor Cadorette reported that he and Councillor Jackson attended the Regional Policing Update on January 14 at the Silver Bridge Inn. Regional policing will bring together the four current detachments of Ladysmith, Shawnigan Lake, Lake Cowichan, and North Cowichan/Duncan to create one regional police service.

He noted that each physical detachment will remain open and will continue to have a detachment Commander, officers and employees that are specifically dedicated to their community. Regional policing will integrate the detachments together to better fight region-wide crime, create efficiencies and provide a more coordinated and flexible regional service. Inspector Howard Goodridge will be in charge of the regional policing.

**Reports of Staff**

**Proposed Funeral Home – 580 Cairnsmore**

Moved by Councillor Jackson  
Seconded by Councillor Fletcher

**That** Councillor Winfrey be excused from the debate and vote on the

Street  
R-12-08

subject of the proposed "Funeral Home" for the property at 580 Cairnsmore Street due to a conflict of interest.

CARRIED

The Mayor gave an overview on the issue of the proposal to remove the "Funeral Home" wording from the covenant attached to the property at 580 Cairnsmore Street.

Harold Wallace, the Funeral Home proponent, gave a brief overview of his proposal.

Josh Spong, Arbutus Ave. W. spoke against the proposal.

George Spong, a resident of Duncan, spoke against the proposal. He advised that while he is pro-business, he is against the location for this funeral home.

Greg Powell, noted he has been a resident of Nagle Street for the past 8 years. He is a General Contractor/Carpenter/Real Estate and Housing Consultant and spoke against the proposal as it will change the feel of this neighbourhood.

Kevin Rodger, a resident of Cedar Place, spoke in favour of the proposal, noting he has been assured by Mr. Wallace that his concerns around proper screening, to avoid the deceased from being in plain view, and signage will be addressed.

Ian Thorpe, Cairnsmore Street, a long-time Duncan resident, spoke against the proposal, noting he does not think it is an appropriate business for this neighbourhood.

Jennette Bruce, part owner of the property and resident of Chippewa Road, spoke in favour of the proposal, noting the Bruce family history in the neighbourhood for the past 71 years.

Moved by Councillor Jackson

Seconded by Councillor Caljouw

**That** the covenant attached to 580 Cairnsmore Street be amended by removing the words "Funeral Parlor" to allow the business proposal of Harold Wallace.

Moved by Councillor Fletcher

Second by Councillor Cadorette

**That** the subject regarding the proposal to have the "Funeral Parlor" portion of the covenant removed from the property at 580 Cairnsmore Street be TABLED until the January 28, 2008 Regular Council meeting.

CARRIED

COUNCILLORS JACKSON AND CALJOUW OPPOSED

R-13-08

R-14-08 Moved by Councillor Caljouw  
Seconded by Councillor Jackson  
**That** staff be directed to solicit input from Safer Futures and the Cairnsmore Neighbourhood Initiative regarding the amendment of the covenant on the property at 580 Cairnsmore Street prior to the January 28, 2008 Regular Council meeting.

CARRIED

DVP-2007-05 for  
560 Jubilee Street  
R-15-08 Moved by Councillor Jackson  
Seconded by Councillor Cadorette  
**That** Council authorize issuance of Development Variance Permit No. DVP-2007-05 for a proposed development to be located at 560 Jubilee Street (Lot 1, Section 18, Range 6, Quamichan District, Plan 11088), to permit the construction of a multi-residential building with variances to the front, the exterior side and the interior side setbacks, as depicted in the plans attached to this report.

CARRIED

Elderly and  
Handicapped  
Drop-Off – Ingram  
Street  
R-16-08 Moved by Councillor Caljouw  
Seconded by Councillor Cadorette  
**That** Council approve the installation of an *elderly and handicapped drop-off* stall at the northwest corner of Ingram and Jubilee Streets in order to allow people who are having difficulty, better access to the Valley Medical Clinic and Mann's Prescription Pharmacy.

CARRIED

Building  
Statistics Report  
– December 2007  
R-17-08 Moved by Councillor Caljouw  
Seconded by Councillor Cadorette  
**That** the Building Statistics Report for the month of December 2007 be received and filed.

CARRIED

### Bylaws

Streets Bylaw No.  
2046, 2007  
(Towing)  
R-18-08 Moved by Councillor Jackson  
Seconded by Councillor Cadorette  
**That** City of Duncan Streets Bylaw No. 2046, 2007 be adopted.

CARRIED

### Resolve to go into Closed Meeting

Closed Session  
R-19-08 Moved by Councillor Caljouw  
Seconded by Councillor Cadorette  
**That** this Regular Council Meeting be closed to the public to consider Labour Issues (s.90(1)(c), Legal Issues (s.90(1)(g) and Personal Information about an identifiable individual who is being considered for a municipal award or honour (s.90[1][b]) - *Community Charter*.

CARRIED

**Adjournment**

R-20-08

Moved by Councillor Winfrey  
Seconded by Councillor Jackson  
**That** this meeting be adjourned.

CARRIED

The meeting adjourned at 9:03 p.m.

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Phil Kent  
Mayor

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Lynn Ketch  
Director of Corporate Services