

## 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 pm on Tuesday April 10th, 2007.

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

**Also Present**  
Tom Ireland – Chief Administrative Officer  
Peter de Verteuil – Director of Finance  
Tricia Mayea – Recording Secretary

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

### **Approval of Agenda**

**Agenda**  
R-87-07 Moved Councillor Jackson  
Seconded Councillor Newcomb  
**That** the agenda be approved as circulated.

**CARRIED**

### **Adoption of Minutes**

**Minutes**  
R-88-07 Moved Councillor Caljouw  
Seconded Councillor Newcomb  
**That** the minutes of the regular Council meeting of March 26, 2007 be adopted.

**CARRIED**

### **Correspondence/Information Items**

**Correspondence Items**  
R-89-07 Moved Councillor Cadorette  
Seconded Councillor Winfrey  
**That** Council receive and accept the staff recommendations regarding information items 1 - 8 with Councillor Newcomb requesting further discussion of items 3, 4, 5 and 7.

**CARRIED**

**Item**

**CORRESPONDENCE FROM/TO MAYOR & COUNCIL**

	<b>Subject Matter</b>	<b>Recommendation</b>
<b>1. Nanaimo, Duncan &amp; District Labour Council</b>	Request April 28, 2007 to be proclaimed "National Day of Mourning for Workers Killed and Injured on the Job in Duncan" and that the City lower its flags to half mast on that day and inviting Council to attend commemoration of worker killed with Labour Council and United Steelworkers Local 1-80 at 351 Brae Road at 11:00 a.m. on April 28, 2007	Proclaim April 28, 2007 "National Day of Mourning for Workers Killed and Injured on the Job in Duncan", lower City flags to half mast on that day, and encourage members of Council to attend commemoration.
<b>2. CUPE BC</b>	TILMA Agreement – requesting City ask government not to impose TILMA on local government and that we ask for public hearings on the matter to permit all British Columbians to express their views.	Consult with UBCM and the province over the next 2 year transitional implementation period to negotiate exclusions, in accordance with UBCM Bulletin issued March 28, 2007
<b>3. Vancouver Island Economic Alliance</b>	Invitation for City to join the alliance at an annual membership cost of \$500.00	Discuss pros and cons of membership..
<b>4. Ms. Janet M. Jephcott</b>	Proposing a 'Cycling Day' on April 21, 2007 and requesting City to consider a safe corridor for cycling through the middle of the City.	Refer Ms. Jephcott to Bike to Work Victoria for assistance with 'Cycling Day' and refer cycling corridor concept to Public works.
<b><u>GENERAL INFORMATION</u></b>		
<b>5. Aaron Richard &amp; Katie Harris</b>	Requesting City of Duncan consider banning non-recyclable plastic bags from stores and implementing recycling downtown.	Refer to staff for review of recycling in the City.
<b>6. College of Traditional Chinese Medicine Practitioners and Acupuncturists of BC</b>	Notice that persons practising traditional Chinese medicine and/or acupuncture without CTMA registration are in violation of the law. Request they be contacted if we receive communication from an organization claiming to hold authority to register practitioners of Acupuncture and/or traditional Chinese medicine/	Refer to Business Licensing staff.
<b><u>UBCM, MFA, AVICC</u></b>		
<b>7. UBCM</b>	Opportunity to comment on changes to the Ultimate Limitation Period. UBCM recommended government change limitation period for claims from 30 years to 10 years for local government	Support the UBCM position by writing to that effect to the Limitation Act Review Board.

liability exposure reasons.

**NEW MEMBERSHIPS/CONFERENCES/INVITATIONS**

**8. St. John Ambulance**

Invitation to Cowichan Valley Youth Brigade Swearing in and Annual General Meeting, Monday April 16, 2007 at 6:30 p.m. 205 – Craig Street, Duncan.

Encourage member of Council to attend.

Councillor Newcomb discussed items 3, 4 5 and 7.

**3. Vancouver Island Economic Alliance**

R-90-07

Moved Councillor Fletcher  
Seconded Councillor Jackson  
**That** Council refers the Vancouver Island Economic Alliance invitation for the City of Duncan to join the alliance at an annual membership cost of \$500 be moved to the next Committee of the Whole meeting for further discussion.

**CARRIED**

**Reports of Mayor and Council and Committees**

**Committee of the Whole Recommendations**

R-91-07

Moved Councillor Newcomb  
Seconded Councillor Cadorette  
**That** items 2 and 3 be withdrawn for further discussion.

**CARRIED**

**Committee of the Whole Report**

R-92-07

Moved Councillor Fletcher  
Seconded Councillor Jackson  
**That** the following recommendations from the April 2, 2007 Committee of the Whole Meeting be adopted.

1. **That** the Mayor and Director of Corporate Services be authorized to sign the 2007/08 Cowichan Valley Paratransit Annual Operating Agreement.
4. **That** Council give early 2007 budget approval for a Development Application Process Review in the amount of \$16 000 and waive the Purchasing Policy as it pertains to obtaining formal quotations or tenders, and authorize retaining Creative Engineering Services and Rob Conway Land Planning Services to undertake a Development Application Process Review in accordance with their proposal for the same subject dated March 5, 2007.
5. **That** Council advises St. Andrews Presbyterian Church that it will authorize the issuance of a letter to a Director under the *Business Practices and Consumer Protection Act* stating that a Memorial

Garden for the interment of cremated remains on the property located at 531 Herbert Street is permitted by City Bylaws.

6. **That** Council authorize the completion of term dates on the past Mayor's photo (Mayor Coleman) and commission Mayor Kent's photo for the Council Lobby.
7. **That** Council authorizes the restoration and refurbishment of the Mayor's Chain of Office.

CARRIED

Councillor Newcomb discussed items 2 and 3.

**2. 2687 James Street**

R-93-07

Moved Councillor Jackson  
Seconded Councillor Cadorette

2. **That** it be recommended to Council that Public Works be instructed to install a 6 inch water service meter at the property line at 2687 James Street as per the City of Duncan metering policy.

CARRIED

OPPOSED BY COUNCILLORS NEWCOMB AND FLETCHER.

**3. 2687 James Street**

R-94-07

Moved Councillor Winfrey  
Seconded Councillor Cadorette

3. **That** the City of Duncan pay up to \$12 000 out of the water reserve fund to mitigate the cost of installing the water meter at the property line at 2687 James Street.

CARRIED

OPPOSED BY COUNCILLORS NEWCOMB AND FLETCHER.

**Committee of the Whole Minutes**

R-95-07

Moved Councillor Jackson  
Seconded Councillor Winfrey

**That** the minutes of the April 2, 2007 Committee of the Whole Meeting be adopted.

CARRIED

**Mayor and Council Reports**

- Mayor Kent attended the Canadian Cancer Society Luncheon at the Eagles Hall and then attended a Seniors Tea at the United Church that was hosted by the Cairnsmore group. Students from the Alternate School served the tea and crumpets. Mayor Kent attended Sunridge Estates Groundbreaking with Minister Abbott-Norm Jones and Bundock Development. The Mayor reported that the retirement dinner for Linton Robinson went well. The Mayor attended the Duncan Volunteer Fire Departments Ladies Appreciation Night at the Cowichan Golf and Country Club. Mayor Kent attended the Childcare town hall meeting at Cowichan

Secondary. The Mayor reported that he will be meeting with the District of North Cowichan tomorrow regarding the Cowichan Place project. The Mayor advised Council that the NAIG games logo has been released.

- Councillor Newcomb attended the NAIG logo launch presentation. Councillor Newcomb reported to Council that everyone who wears a NAIG pin has a duty and obligation to advance the NAIG games. Councillor Newcomb attended a meeting at the Cowichan Centre for continuation of lengthy discussions for service review. The review has evolved into possibly a single service recreation area which will encompass Kerry Park. Additional facilities have been approved. If approved, this issue will be taken to referendum.
- Councillor Winfrey turned over the keys to the Cowichan Valley Museum for the archives on the 3<sup>rd</sup> Floor of City Hall. Councillor Winfrey reported that there is room for studying, they have layout tables and internet access available to people. The highlight was dedicating the main foyer as a gallery which has been named after Myrtle Haslam.
- Councillor Jackson attended the 90<sup>th</sup> anniversary of Vimy Ridge Ceremony held on April 9<sup>th</sup> at the Cenotaph.
- Councillor Fletcher reported on the Wheels of Motion that is happening on June 10<sup>th</sup>. They are expecting double the amount of rugby teams this year. Councillor Fletcher asked for confirmation from staff if they have approval to walk the streets.

### **Reports of Staff**

**March 2007  
Building Report**

R-96-07

Moved Councillor Newcomb  
Seconded Councillor Jackson  
**That** the March 2007 Building Statistics Report be received and filed.  
**CARRIED**

**Assisted Living  
Development -  
Bundock Street**

R-97-07

Moved Councillor Newcomb  
Seconded Councillor Jackson  
**That** Council sends a letter to Coronation Developments Inc. [Norm Jones] encouraging them to hire local contractors whenever possible.  
**CARRIED**

**Public Works  
763 Castle Street**

R-98-07

Moved Councillor Caljouw  
Seconded Councillor Cadorette  
**That** the Council of the City of Duncan advise the owners of 763 Castle Street that their request for yellow line painting along Castle

Street is denied. However, as part of regular public works operations, increased signage and repainting of existing yellow curbs will be scheduled.

CARRIED

**Public Parking  
McAdam Park**

R-99-07

Moved Councillor Winfrey  
Seconded Councillor Newcomb

**That** Council refers this matter to Committee of the Whole for further study and request that Public Works review the overall public parking policy particularly around McAdam Park.

CARRIED

OPPOSED COUNCILLOR FLETCHER

**Bylaws**

**Zoning  
Amendment Bylaw  
2019**

R-100-07

Moved Councillor Caljouw  
Seconded Councillor Newcomb

**That** City of Duncan "Zoning Amendment Bylaw No. 2019, 2007" be given 3<sup>rd</sup> reading and final adoption

CARRIED

**Zoning  
Amendment Bylaw  
2020**

R-101-07

Moved Councillor Jackson  
Seconded Councillor Caljouw

**That** City of Duncan "Zoning Amendment Bylaw No. 2020, 2007" be given 3<sup>rd</sup> reading and final adoption

CARRIED

**Streets  
Amendment Bylaw  
2021**

R-102-07

Moved Councillor Caljouw  
Seconded Councillor Newcomb

**That** City of Duncan "Streets Amendment (Contractor Parking) Bylaw No. 2021, 2007" be given final adoption

CARRIED

**Question Period**

Councillor Fletcher would like to see the Canadian Flag on City Hall lowered to half mast to honor our Canadian Forces who recently perished while serving in Afghanistan. The Chief Administrative Officer advised Councillor Fletcher that the City already has a policy in place regarding this matter.

**New Business**

**BC Hydro Turn it off challenge**

R-103-07

Moved Councillor Fletcher  
Seconded Councillor Jackson  
**That** Council participate in the Turn it off Challenge and send a Council member to attend the workshop on May 24<sup>th</sup>, 2007

**CARRIED**

**Resolve to go into Closed Meeting**

**Closed Session**

R-104-07

Moved Councillor Jackson  
Seconded Councillor Newcomb  
**That** this regular council meeting be closed to the public to consider Property Issues (s.90(1)(e) - Community Charter)

**CARRIED**

**Adjournment**

R-105-07

Moved Councillor Newcomb  
Seconded Councillor Jackson  
**That** this meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:45 p.m.

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Phil Kent  
Mayor

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Peter de Verteuil  
Director of Finance