

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 Monday, November 27, 2006.

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

Also Present Peter de Verteuil – Director of Finance/Acting CAO
Cheryl Wirsz – Director of Corporate Services

Approval of Agenda

Agenda Moved Councillor Winfrey
Seconded Councillor Jackson
That the agenda be approved.

CARRIED

Adoption of Minutes

Minutes Moved Councillor Caljouw
Seconded Councillor Newcomb
That the minutes of November 14, 2006 be adopted as amended:
Mayor and Council Reports - Councillor Cadorette also attended the monthly Chamber of Commerce event and reported that the Black Tie Awards event was a success with over 200 people attending.

CARRIED

Report of the Acting Chief Administrative Officer

Acting CAO Report Mr. de Verteuil presented his report regarding the next Boundary Restructure meeting, the janitorial contract, collection of outstanding business licenses and the Cowichan Community Kitchen proposal. Bow-Mel water services are complete and ongoing sewer works are almost complete. The snow removal team has successfully kept up with the recent volume of snow.

Unfinished Business

Liquidation World Signage – 107 Ingram Street

Moved Councillor Jackson
Seconded Councillor Caljouw
That staff be authorized to issue a Development Permit to Liquidation World for the signage as presented by the applicant [Jeune Bros. Tent and Awning Ltd, dated October 30, 2006] provided that:
a. the signage/lettering is a maximum, of 24” in height
b. the canopy not be back lit;
And that the coreplast signs attached to the building must come down as part of this approval process.

CARRIED
Councillor Newcomb Opposed.

Correspondence

Adoption Awareness Month

Moved Councillor Jackson
Seconded Councillor Caljouw
That the month of November 2006 be proclaimed as Adoption Awareness Month.

CARRIED

Staff was requested to obtain local statistics for permanent and temporary foster care and those that are presently available for adoption in the Duncan area.

Reports of Committees

General Purposes: Cowichan Community Kitchens

Moved Councillor Newcomb
Seconded Councillor Jackson
That the City of Duncan commit to the following initiatives to participate in and to support the Field to Table project:

- Dedicate a portion of the City website to Cowichan Community Kitchens (CCK) and the Field to Table project – Currently little website presence. Web page to be developed by CCK [in consultation with Councillor Jackson] and hosted on City website;
- Some Councillors will have meals with CCK Participants to increase public participation in politics and increase council awareness of food security issues;
- Management of CCK to now meet at least quarterly with a new Advisory Group – with a representative from the City – creating

more active involvement in the overall management of CCK and the field to table project;

- Council will endeavor to create more community gardens in the City;
- Council will endeavor to build nutritious food security into the OCP;
- Some secretarial assistance will be provided toward the construction of the manual.

And That Council add a Community Kitchen Committee liaison to the 2007 Committee List.

CARRIED

Councillor Jackson volunteered to sit on this committee.

**GIS
Partnership
with CVRD**

Moved Councillor Jackson

Seconded Councillor Cadorette

That Staff be authorized to initiate GIS partnership discussions with the CVRD.

CARRIED

**Banner
Request –
Cowichan
Musical
Society**

Moved Councillor Winfrey

Seconded Councillor Cadorette

That the banner request from the Cowichan Musical Society be approved on the east side of the highway from Jan 1 – 31, 2007.

CARRIED

Public Works:

**Lee Road
Flooding**

Moved Councillor Newcomb

Seconded Councillor Jackson

That protective action be taken at the berm area behind Lee Road and that the Lee Road Flooding issue be referred to Public Works for an imminent report.

CARRIED

**Reports from
Mayor and
Council**

Reports from Council

Mayor Kent attended two CVRD Board Meetings. The Kinsol Trestle generated much discussion and a decision was made to develop a non profit society to build a modified trestle design to cross the river. This will have a budgetary impact. Transit was also discussed with some improvements expected in the 2007 budget, especially in the South End. Plans to improve ridership will be worked on over the next few years. Budget discussions have begun.

Councillor Cadorette attended the November 18 VIRL meeting in

Nanaimo wherein the 2007 budget was passed with a 3.44% increase. This means virtually no impact to the City's 2007 budget. He also attended the Duncan-Cowichan Chamber of Commerce annual general meeting. There are several new board members and officers to be ratified at the next board meeting. John Winter, the CEO of the BC Chamber, was the guest presenter and spoke of the topic of Small Business and labour shortages. He also attended the City Hall Christmas Staff Gathering on November 24 and the City Square Light Up later that evening. The weather was cooperative, large crowds attended, popular hay rides, decorated store fronts and an exciting fireworks finale.

Councillor Jackson reported that she attended the 80th anniversary for the Cowichan Legion. A 60 year service pin was awarded to a local citizen.

Councillor Newcomb attended a Homelessness Meeting at the Friendship Centre with the Director of Corporate Services. It was a useful meeting with a well rounded group of participants. Observations regarding ongoing challenges were well received. He also attended a seminar at the Baptist Church raising the awareness of local residents of the difficulties of the Cowichan Tribes regarding relationship building, especially between the two councils.

Mayor Kent updated Council on the current situation of the use of the McAdam Park fieldhouse for an emergency shelter over the weekend due to the cold weather. This has been extended to Wednesday until the 7th Day Adventist Church building is ready to be used as the H2O emergency shelter.

Councillor Caljouw reported that he, Councillor Newcomb and Ms Newcomb, and the Directors of Finance and Corporate Services decorated the City of Duncan Christmas tree in the City Square. It was noted that the City tree is the only edible tree.

Reports of Staff

**2007 Regular
Council
Meeting
Schedule**

Moved Councillor Caljouw
Seconded Councillor Cadorette
That the 2007 City of Duncan Council Meeting Dates be approved as follows:
January 8
January 22
February 12
February 26
March 12

March 26
April 10 [Tues]
April 23
May 14
May 28
June 11
June 25
July 9
August 13
September 10
September 17
October 9 [Tues]
October 22
November 13 [Tues]
November 26
December 10

And that the meeting times be at 7.30 pm and the meeting location be in Council Chambers, 200 Craig Street.

CARRIED

December Meeting Dates

Moved Councillor Jackson
Seconded Councillor Newcomb

That the following dates be confirmed for the December meeting schedule:

- December 4 – Special Council Meeting
- December 5 – Committee of the Whole Meeting
- December 11 – Regular Council
- December 18 – Special Council Meeting
[Committee of the Whole Meeting may be scheduled if there is urgent business]

CARRIED

Bylaws

Bylaw 2014, 2006 – Final Adoption

Moved Councillor Jackson
Seconded Councillor Newcomb
That City of Duncan Micro Car Definition Amendment Bylaw No. 2014, 2006 be given fourth reading and adopted.

CARRIED

Resolve to go into Closed Meeting

Closed Session

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

b. Legal Issues (s.90(1)(g) – Community Charter)
as per the *Community Charter*.

CARRIED

The meeting closed at 8:12 pm.

Adjournment

Adjournment Moved Councillor Newcomb
Seconded Councillor Jackson
That this meeting adjourn.

CARRIED

The meeting adjourned at 8.12 pm.

Phil Kent
Mayor

Cheryl Wirsz
Director of Corporate Services