

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 14, 2005.

Present: Mayor Michael Coleman;  
Councillors Mike Caljouw, Jenny Farkas, Phil Kent and Geoff Maxwell.

Absent With

Prior Notice: Councillors Sharon Jackson and Ken Newcomb.

Also Present: Paul Douville, City Administrator.

His Worship Mayor Michael Coleman opened the Council Meeting with a prayer and called for order.

### **Approval of Agenda**

Agenda

Movd. Councillor P. Kent  
Secd. Councillor J. Farkas

THAT the Agenda for the February 14, 2005 Regular Meeting of City Council, with the introduction of four (4) late items, be approved.

Carried.

### **Adoption of Minutes**

Minutes

Movd. Councillor M. Caljouw  
Secd. Councillor P. Kent

THAT the Minutes of the Regular Meeting of City Council held January 24, 2005 be adopted.

Carried.

### **Introduction of Late Items**

Montmagny, Quebec  
- Sister City

For consideration was a letter dated January 27, 2005 from the City of Montmagny, Quebec, Sister City to the City of Duncan.

Mayor Coleman noted that this Sister City relationship has existed for 25 years.

In his letter, Mayor Jean-Claude Croteau expressed appreciation for the framed print of the heritage stylized artist's rendering of Duncan City Hall and the box of chocolates that Mayor Coleman sent for Christmas 2004.

With his letter, Mayor Croteau sent a framed print of the house of Etienne-Paschal-Taché, one of the first confederation fathers of Canada. The framed print shows a silhouette of Mr. Taché above his former home. Mayor Coleman said that this beautiful framed print by Jacques Beaudet will be proudly displayed in City Hall.

Also in his letter, Mayor Croteau advised that he would not be seeking re-election in November 2005 and that he was looking forward to his retirement.

Rotary Park  
Tennis Courts

For discussion later in the meeting, the following three (3) letters were introduced:

- Letter dated February 7, 2005 from Betty Glommen of 28 - 111 McKinstry Road.
- Letter dated February 9, 2005 from Jack Bridges of 22 - 111 McKinstry Road.
- E-mail dated February 10, 2005 from Margot Izard.

### Delegations

Cowichan  
Sportsplex -  
\$50,000 Grant

Mayor Coleman and Councillor Kent presented a \$50,000 cheque to Treasurer Richard Ellis and Director Laura Ferreira of the Cowichan Sportsplex. Mayor Coleman noted that these funds will assist the Society in completing their excellent project on Chesterfield Street and with the preparations for the 2005 BC Seniors Games and the 2008 North American Indigenous Games being hosted locally.

On behalf of the Society, Mr. Ellis expressed much appreciation to the City of Duncan for this outstanding contribution. The delegates left the meeting.

Community Gaming  
Centre

Cowichan Tribes Chief Harvey Alphonse and Dave Clark of the Duncan Dabbers Bingo Society addressed Council regarding the proposed Community Gaming Centre at the south-west corner of the Trans Canada Highway and Cowichan Way. The Cowichan Tribes and the Society have reached a point where the two organizations are prepared to enter into formal discussions and to solidify an agreement.

Mr. Clark noted that the Duncan Dabbers Bingo Society provides funds to approximately 65 non-profit organizations totaling \$1 - \$1.2 million annually. He said he hoped that the completion of the Centre will occur by Spring of 2006, noting that the structure will be approximately 25,000 sq.ft. with 15,000 sq.ft. used for gaming and the balance used for food services and retail sales.

Current revenue is approximately \$4.4 million annually and the revenue from the new facility is expected to exceed that amount. Revenue will be distributed as per the standard BC Lottery Corporation distribution formula; 60% for prizes, 20% to the BC Lottery Corporation for Provincial Charities and 20% to the Management Company. In this case, DDBS is the Management Company and the net profits are distributed among the member Charities. Cowichan Tribes will receive lease payments and property taxes.

Mayor Coleman thanked Chief Alphonse and Mr. Clark for their presentation and he also asked Chief Alphonse to provide City Council with the latest status of the proposed new Wal-Mart development on the Mound Lands.

The delegates left the meeting.

**Report of Chief Administrative Officer**

Administrative  
Report

Mr. Douville reported on the following items:

- The fence around the Rotary Park Tennis Courts was removed since a large section of it had been damaged by fallen tree branches. This work occurred simultaneously with the notice being placed in the newspapers regarding the removal of these tennis courts from Rotary Park.
- The new streets sweeping schedule and hours will take effect the week of February 14, 2005 following adoption of the Council resolution.
- Public Works crew are cleaning up the sand following the January weather and are preparing boulevards for grass supplementation and for flowers along the Trans Canada Highway.

**Unfinished Business**

Cowichan Centre  
Expansion

Movd. Councillor G. Maxwell

Secd. Councillor P. Kent

THAT the letter dated January 20, 2005 from Fitness Business owners of the Cowichan Valley be received, the contents noted and filed.

Carried.

The Administrator was asked to correspond with the Fitness Business owners advising them that their letter was given full consideration by City Council and that the issues will be fully debated by the Cowichan Centre Commission, on which City Council has representation.

Martin Mars  
Flying Boats

Movd. Councillor M. Caljouw

Secd. Councillor G. Maxwell

THAT the following items of correspondence regarding the Martin Mars Flying Boats, be received, contents noted and filed with thanks to James Birrell:

- Letter dated January 25, 2005 from the Honourable R. John Efford, P.C., M.P., Minister of National Resources Canada.
- Letter dated October 4, 2004 to the Honourable R. John Efford from the City Administrator.

Carried.

Youth Outreach  
Worker

Movd. Councillor J. Farkas

Secd. Councillor P. Kent

THAT the letter dated January 27, 2005 from the Cowichan Valley Regional District, regarding the proposed Youth Outreach Worker, be received, the contents noted and filed.

Carried.

Early Childhood  
Care Issues

Movd. Councillor G. Maxwell

Secd. Councillor M. Caljouw

THAT the following items of correspondence, regarding Early Childhood Care

Issues, be received, the contents noted and filed:

- Letter dated February 1, 2005 from Growing Together Child and Parent Society (GTCPS).
- Letter dated October 4, 2004 from the Ministry of Children and Family Development
- Letter dated May 27, 2004 from the Honourable Christy Clark, Minister of Children and Family Development.

Carried.

### Correspondence

2005 Big Bike

Event for Heart &  
Stroke

Movd. Councillor J. Farkas

Secd. Councillor M. Caljouw

THAT City Council authorize the Heart & Stroke Foundation, Cowichan Branch to hold their 2005 Big Bike Event for Heart & Stroke on May 28 & 29, 2005 as requested in their February 1, 2005 letter, subject to the following:

- The RCMP, North Cowichan/Duncan Detachment being fully informed and involved as much as possible.
- 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.
- The Heart & Stroke Foundation of BC & Yukon (Duncan Branch) holding 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).

Carried.

Scouts Walk for  
Hunger

Movd. Councillor P. Kent

Secd. Councillor M. Caljouw

THAT City Council authorize Scouts Canada to stage their "Walk for Hunger" on Saturday, February 26, 2005 between 10:00 a.m. and 12:00 noon on the SIDEWALKS of the roadways within the City as outlined in their January 24, 2005 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.

ICBC's New  
Fairness  
Commissioner

Movd. Councillor G. Maxwell  
Secd. Councillor P. Kent

THAT the letter dated February 1, 2005 from ICBC, regarding their New Fairness Commissioner, be received, the contents noted and filed.

Carried.

Mercury Players  
Society - 2005  
Grant Request

Movd. Councillor G. Maxwell  
Secd. Councillor J. Farkas

THAT the February 1, 2005 grant request from the Mercury Players Society be referred to the Budget Review Committee.

Carried.

Cowichan Family  
Life Association  
- Safety Issues

Movd. Councillor P. Kent  
Secd. Councillor G. Maxwell

THAT the letter dated February 2, 2005 from the Cowichan Family Life Association, regarding the February 1, 2005 Public Safety Committee meeting regarding safety issues for businesses and citizens, be received, the contents noted and filed with appreciation.

Carried.

2005 Supercities  
WALK/Run for MS

Movd. Councillor G. Maxwell  
Secd. Councillor M. Caljow

THAT City Council authorize the Capital Region Chapter of the Multiple Sclerosis Society to stage their 6<sup>th</sup> annual "Supercities WALK/Run for MS" April 3, 2005 (Sunday), between 8:00 a.m. and 3:00 p.m., on the SIDEWALKS of the roadways within the City as outlined in their February 7, 2005 letter;

AND THAT the MS Society be requested to contact the District of North Cowichan for the portion of the route in their jurisdiction;

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 the Capital Region Chapter of the Multiple Sclerosis Society of 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 \$2 million per occurrence liability insurance policy.

Carried.

Priscilla Lowe -  
Retired Museum  
Curator

Movd. Councillor G. Maxwell  
Secd. Councillor P. Kent

THAT the letter dated February 6, 2005 from Priscilla Lowe, retired Curator of the Cowichan Valley Museum, wherein she expresses appreciation for the attendance of Mayor

Coleman, Councillor Kent and Mr. Douville at her retirement tea and the wonderful gift presented on behalf of the City of Duncan and others, be received, the contents noted and filed with much thanks to Mrs. Lowe for all of her excellent work for the Cowichan Historical Society.

Carried.

Male Survivors of Sexual Abuse Awareness Month

Movd. Councillor G. Maxwell  
 Secd. Councillor J. Farkas  
 THAT April 2005 be proclaimed "Male Survivors of Sexual Abuse Awareness Month" as requested in the February 7, 2005 letter from the Vancouver Island Men's Trauma Counselling Society.

Carried.

**Reports of Committees, COTW & Commissions**

**Finance Committee**

Warrant No. 01-2005

Movd. Councillor G. Maxwell  
 Secd. Councillor J. Farkas  
 THAT Warrant No. 01-2005 covering General Account cheque numbers 109348 - 109408 in the total amount of \$140,449.48  
 - Payroll Account - Payroll #01 covering cheque numbers 3483 - 3489 and Direct Deposits in the amount of 30,350.76  
 - Payroll #02 covering cheque numbers 3490 - 3503 and Direct Deposits in the amount of 30,311.22  
 GRAND TOTAL . . . . . \$618,830.59  
 be ratified.

Carried.

**Public Works Committee**

For consideration were the notes of the February 7, 2005 meeting.

Street Sweeping Policy

Movd. Councillor G. Maxwell  
 Secd. Councillor J. Farkas  
 THAT the following policy regarding street sweeping be adopted:

*"THAT the downtown core area be swept two (2) times per week (Mondays and Thursdays);  
 AND THAT residential areas be swept once a month on a rotational basis (Mondays and Thursdays);  
 AND THAT, at the discretion of the Public Works Superintendent, additional sweeping may occur during seasonal conditions (i.e. Spring-sand clean-up; Fall-leaves clean-up)."*

Carried.

**Parks & Recreation Committee**

For consideration were the notes of the February 7, 2005 meeting.

Centennial Park  
Revitalization

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

THAT \$10,000.00 be budgeted in 2005 for Centennial Park revitalization to include temporary patching of the trouble spots in the parking lot and the development of a conceptual plan and park design with public input.

Carried.

### Budget Review Committee

For consideration were the notes of the February 2, 2005 meeting.

Rotary Park  
Tennis Courts

Movd. Councillor P. Kent  
Secd. Councillor G. Maxwell

THAT the following three (3) letters of opposition to the removal of the Rotary Park Tennis Courts be received, the contents noted and filed:

- Letter dated February 7, 2005 from Betty Glommen of 28 - 111 McKinstry Road.
- Letter dated February 9, 2005 from Jack Bridges of 22 - 111 McKinstry Road.
- E-mail dated February 10, 2005 from Margot Izard.

Carried.

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

THAT the subject of removal of the Rotary Park Tennis Courts be referred back to the Parks & Recreation Committee.

Carried.

Building  
Inspection Report  
- January 2005

Movd. Councillor G. Maxwell  
Secd. Councillor J. Farkas

THAT the Building Statistics Report for January 2005, as presented, be received, the contents noted and filed.

Carried.

Miscellaneous

Councillor Kent reported on the recent opening of the Cowichan Museum display entitled "Cream of the Crop". He said the event was very well attended and food donated by local businesses was much appreciated. He said the display was excellent. He also noted that the temporary gallery at the museum has now been named the "Priscilla Lowe" Gallery.

Mayor Coleman reported on the following items:

- He and Councillors Caljouw and Newcomb attended the January 31, 2005 Celebrity Breakfast for the Heart & Stroke Foundation. He said the event was very well attended and significant funds were raised.
- He referenced the February 1, 2005 Public Safety & Emergency Services Committee meeting regarding safety and security issues. He said that the discussions at this meeting were very thoughtful and productive.

**Question Period - Council**

Budget Process           Councillor Maxwell noted that City Council is working diligently on the 2005 budget with two (2) meetings having occurred to-date. He said that Council will make every effort to make the 2005 budget as efficient as possible.

**New Business**

Acting JUB Member   Movd. Councillor G. Maxwell  
Appointment           Secd. Councillor M. Caljouw  
                                  THAT Councillor Phil Kent be appointed as an Acting Joint Utilities Board member for the February 17, 2005 JUB meeting.  
Carried.

Sahtlam Dangerous   Reference was made to the proposed housing of a  
Offender Issue       dangerous young offender in a rural residential area in Sahtlam. Councillor Kent said he attended a meeting at which the process for dealing with issues of this nature presently and in the future were fully discussed. He said the recent editorial in the Citizen Newspaper was totally unfair and erroneous and asked that this be noted accordingly. The provincial government has decided not to locate this dangerous offender in this location.

Special Council       Movd. Councillor G. Maxwell  
Meeting                Secd. Councillor J. Farkas  
                                  THAT the Council of the City of Duncan resolve into Special Meeting (Committee of the Whole) to discuss legal and personnel issues;  
                                  AND THAT persons other than Council Members and the City Administrator be excluded from this meeting (Section 242.3 - Local Government Act).  
Carried.

At 8:20 p.m., City Council resolved into Special Meeting.

At 8:44 p.m., the following motion was put:

Movd. Councillor M. Caljouw  
Secd. Councillor G. Maxwell  
                                  THAT the Special Meeting of City Council rise and report to City Council.  
Carried.

Canada Building -   Movd. Councillor G. Maxwell  
Land Lease            Secd. Councillor P. Kent  
                                  THAT the Council of the City of Duncan set the lease rate for the Canada Building (225 Canada Avenue) land lease for the ensuing five (5) years from the previous term as follows:

<u>Last Year of</u>		
<u>Existing Term</u>	May 1/03-Apr 30/04	\$1,097/month

Next 5-Year Term

1. CPI Inc.for Canada-2003 - 2%	May 1/04 - Apr 30/05	\$1,119
2. CPI Inc.for Canada-2004 - 2.1%	May 1/05 - Apr 30/06	\$1,142
2. CPI Inc.for Canada-2005 - ____	May 1/06 - Apr 30/07	_____

3. CPI Inc.for Canada-2006 - \_\_\_\_\_ May 1/07 - Apr 30/08 \_\_\_\_\_  
 4. CPI Inc.for Canada-2007 - \_\_\_\_\_ May 1/08 - Apr 30/09 \_\_\_\_\_

Carried.

Administrator &  
 Director of  
 Finance - Dual  
 Absence and  
 Administrative  
 Assistant - Acting  
 Corporate Officer

Movd. Councillor J. Farkas  
 Secd. Councillor G. Maxwell

THAT the Administrator and the Director of Finance be authorized to both be absent on holidays for March 29 - April 1, 2005 inclusive (4 days);

AND THAT the Administrative Assistant, Lynn Ketch, be appointed Acting Corporate Officer for the March 29, 2005 Council Meeting and the 4 days of March 29 - April 1, 2005.

Carried.

Adjournment

Movd. Councillor P. Kent  
 Secd. Councillor G. Maxwell

THAT this meeting of City Council do now adjourn.

Carried.

At 8:45 p.m., the meeting adjourned.

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Michael Coleman  
 Mayor

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Paul Douville  
 Corporate Officer