

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., July 11, 2005.

Present: Mayor Michael Coleman;  
Councillors Mike Caljouw, Sharon Jackson, Phil Kent, Geoff Maxwell and Ken Newcomb.

Absent With Prior Notice:  
Councillor Jenny Farkas.

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 G. Maxwell  
Secd. Councillor M. Caljouw

THAT the Agenda for the July 11, 2005 Regular Meeting of City Council be approved.

Carried.

#### **Adoption of Minutes**

Minutes

Movd. Councillor S. Jackson  
Secd. Councillor P. Kent

THAT the Minutes of the Regular Meeting of City Council held June 27, 2005 be adopted.

Carried.

#### **Introduction of Late Items**

Late Items

It was agreed that the following late item be included in this agenda:

- Letter dated July 7, 2005 from the Burma Star Association of Victoria, regarding the 2005 Major Charles Hoey VC Memorial Ceremony.

#### **Report of the Chief Administrative Officer**

Administrator's Report

Mr. Douville reported on the following items:

- Preparations for the 2005 Duncan Cowichan Summer Festival commenced in earnest today noting that there is entertainment in the City Square every evening this week and that the major portion of the festival is scheduled for July 15 and 16.
- The paving of Coronation Avenue should occur this week weather permitting or next week.

#### **Correspondence**

Cowichan United Way  
- Banner

Movd. Councillor G. Maxwell  
Secd. Councillor S. Jackson

THAT the Council of the City of Duncan authorize the display of the Cowichan United Way Banner from the Banner poles adjacent to the east-side of the TCH and south of the Cowichan River from September

12 - November 30, 2005, with the exception of October 3 - 22, 2005 being reserved for the Cowichan Hospital Auxiliary, as requested in the June 20, 2005 letter from the Cowichan United Way. (Note: The Cowichan Exhibition banner will be displayed from August 22 - September 11, 2005 and December is reserved for the Church of Jesus Christ of Latter-Day Saints Christmas Pageant.)

Carried.

SUBWAY Day for  
CHILD

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

THAT September 15, 2004 be proclaimed as "SUBWAY Day for CHILD" in the City of Duncan as requested in the June 29, 2005 letter from the CH.I.L.D. Foundation (Children with Intestinal and Liver Disorders).

Carried.

CPR - Conveyancing  
of Train Station to  
Island Corridor  
Foundation

Movd. Councillor P. Kent  
Secd. Councillor K. Newcomb

THAT the letter dated June 29, 2005 from the Canadian Pacific Railway Company, regarding the conveyancing of the Train Station in Duncan to the Island Corridor Foundation, be received, the contents noted and filed.

Carried.

FutureCorp Cowichan  
- Visions 2020 Next  
Steps

Movd. Councillor P. Kent  
Secd. Councillor K. Newcomb

THAT in response to the May 15, 2005 grant request from FutureCorp Cowichan, the Council of the City of Duncan provide a \$500.00 grant for the "Visions 2020 Next Steps - Achieving the Vision" project.

Carried.

Burma Star  
Association -  
Major Hoey VC  
Memorial Ceremony

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

THAT the Council of the City of Duncan express delight with the proposed visit of members, spouses and guests of the Burma Star Association on August 16, 2003 (Tuesday) and the proposed service to honour Major Charles Hoey VC;

AND THAT the matter be referred to the City Administrator to organize the details and logistics;

AND THAT the 1 or 2 buses and private vehicles be permitted to park on the west-side of Duncan Street.

Carried.

### **Reports of Committees, COTW and Commissions**

#### General Purposes Committee

For consideration were the notes of the July 4, 2005 meeting.

Tree Protection  
Bylaw (Private &  
Public Lands)

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

THAT the submission dated June 15, 2005 from Warren Chapman, regarding a tree protection bylaw (public and private property), be tabled until after consideration of the results of the Green Streets Project occurs.

Carried.

Micro Cars

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

THAT micro cars not be permitted at the present time to park facing the curb in parallel parking spaces;

AND THAT the Commissionaire Sergeant be requested to identify additional appropriate parking areas for micro cars and motorcycles.

Carried.

Planning & Priorities Committee

For consideration were the notes of the July 4, 2005 meeting.

Trans Canada  
Highway Medians

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

THAT the Council of the City of Duncan support the concepts in the Trans Canada Highway Corridor Management Plan dated March 2005 "in principle" regarding TCH access management, medians and gateway and pedestrian improvements.

Carried.

Movd. Councillor P. Kent  
Secd. Councillor S. Jackson

THAT Council authorize Urban Systems (John Steiner) to proceed with production of a graphic plan showing Island median locations on the Trans Canada Highway for a maximum fee of \$2,000.

Carried.

Development  
Variance Permit -  
780 Coronation  
Avenue

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

THAT Council authorize the commencement of the process to issue a Development Variance Permit for Lot 1, Section 17, Range 7, Quamichan District, Plan 15684 (780 Coronation Avenue) to permit the removal of the decrepit carport/shed addition and the replacement with a proper enclosed garage and covered porch acknowledging the following variances:

- Exterior Side Yard (Trunk Road Side) 3.6m (11.8') vs. the required 4.5m (14.8') - For New Garage
- Rear Yard (Opposite Side of Dwelling from Coronation & Trunk Intersection) 1.1m (3.6') vs. the required 7.5m (24.6') - Existing Situation.

Carried.

Development Permit - 162-164 Station Street  
 Movd. Councillor P. Kent  
 Secd. Councillor S. Jackson  
THAT Council authorize the issuance of a Development Permit for the repainting of the exterior of 162-164 Station Street to the colours shown in the applicant's July 4, 2005 submission.  
 Carried.

Building Statistics Report - June 2005  
 Movd. Councillor G. Maxwell  
 Secd. Councillor K. Newcomb  
THAT the Building Inspection report submitted for June 2005 be received, the contents noted and filed.  
 Carried.

Miscellaneous  
 Councillor Newcomb noted that on July 14, the Cowichan Centre Commission will meet for the one item of discussing the Centre expansion. He said that the consultant will be present to discuss cost projections and other major details.

Mayor Coleman reported on the following items:

On July 1, he participated in the Canada Day celebrations at the BC Forest Discovery Centre.

On July 8, he participated in the Cowichan 2005 BC Seniors' Games "Shirt Off Your Back" promotion in the Duncan City Square.

#### **Bylaws**

Fees and Charges Bylaw No. 1759, 1995, Amendment Bylaw No. 1989, 2005  
 Movd. Councillor S. Jackson  
 Secd. Councillor M. Caljouw  
THAT Council give leave to Councillor G. Maxwell to introduce "Fees and Charges Bylaw No. 1759, 1995, Amendment Bylaw No. 1989, 2005."  
 Carried.

Movd. Councillor G. Maxwell  
 Secd. Councillor K. Newcomb  
THAT "Fees and Charges Bylaw No. 1759, 1995, Amendment Bylaw No. 1989, 2005 be read for the first time.  
 Carried.

Movd. Councillor S. Jackson  
 Secd. Councillor K. Newcomb  
THAT "Fees and Charges Bylaw No. 1759, 1995, Amendment Bylaw No. 1989, 2005 be read for the second time.  
 Carried.

Movd. Councillor G. Maxwell  
 Secd. Councillor M. Caljouw  
THAT "Fees and Charges Bylaw No. 1759, 1995, Amendment Bylaw No. 1989, 2005 be read for the second time.  
 Carried.

Question Period - Council

City Square Stage  
Roof

On a question from Councillor Caljouw, the Administrator noted that Frank D'Ambrosio, Architect, is attempting to have a City Square stage roof proposal to us by the end of July.

Councillor Kent asked when the street long-line painting project will be undertaken and completed. The Administrator said he would contact the Public Works Superintendent in this regard.

New Business

Victoria  
International  
Flower & Garden  
Festival

Movd. Councillor K. Newcomb  
Secd. Councillor G. Maxwell

THAT Council authorize staff to enter the Victoria International Flower and Garden Festival "Hanging Basket Competition" with one of our 14-inch moss mixed variety hanging baskets as outlined in the material attached to the July 4, 2005 e-mail from the Festival organizers.

Carried.

Parking  
Implementation Plan

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

THAT the City of Duncan adopt this new parking management model characterized by:

- A new tone for downtown as "100% customer friendly"
- A new tone for downtown parking signs
- New directional signage to help parkers find the right parking spot
- A kinder face of enforcement.

Carried.

A media release was distributed explaining how City Council intends to make downtown Duncan a completely "customer friendly" zone.

Summer Festival

Mayor Coleman noted that the Duncan Cowichan Summer Festival is now underway having started on July 10 and ending on July 16.

Special Meeting

Movd. Councillor S. Jackson  
Secd. Councillor G. Maxwell

THAT the Council of the City of Duncan resolve into Special Meeting (Committee of the Whole) to discuss a legal issue;

AND THAT persons other than Council Members and the Corporate Officer be excluded from this meeting (Section 242.3 - Local Government Act).

Carried.

At 7:50 p.m., City Council resolved into Special Meeting.

At 7:56 p.m., the following Motion was PUT:

Adjournment

Movd. Councillor P. Kent

Secd. Councillor S. Jackson

THAT this meeting of City Council rise;

AND THAT this meeting do now adjourn.

Carried.

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Michael Coleman  
Mayor

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Paul Douville  
Corporate Officer