

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., May 9, 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 S. Jackson  
Secd. Councillor G. Maxwell

THAT the Agenda for the May 9, 2005 Regular Meeting of City Council be approved.

Carried.

#### **Adoption of Minutes**

Minutes

Movd. Councillor K. Newcomb  
Secd. Councillor S. Jackson

THAT the Minutes of the Regular Meeting of City Council held April 25, 2005 be adopted.

Carried.

#### **Delegations**

Dan Derby -  
Emergency  
Coordinator, CVRD  
Emergency  
Preparedness  
Program

Dan Derby, Emergency Coordinator - CVRD Emergency Preparedness Program, addressed Council. He advised that he has been in this position since December 2004 and is actively evaluating the entire program. He said he has concluded that public awareness of emergency preparedness must be raised and the public must be better educated on what they can do for themselves in an emergency incident. He said that the emergency plan, that is currently in place, is an excellent plan. He said that they will be fortifying the plan with respect to interface wildfires.

Regarding what members of the public can do for themselves in the event of an emergency incident, he advised that this is very important since the Provincial Emergency Program would concentrate on infrastructure for the whole community first.

Another area in which he wishes to concentrate is Recovery Planning. This is response after an incident such as the recycling of the massive amount of waste created, such as appliances. He noted that they have now received the Tsunami preparedness grant of \$40,000 from the Provincial Government. The first phase will include producing map contour lines of

floodplain problem areas. The concept is to develop an early warning system island wide with PEP being part of the system. He said he is attempting to partner with AM and FM radio stations. The FM station would be the local 89.7 station and the AM station would be a Vancouver station. He said he would work on protecting their infrastructure in an emergency event.

Regarding long-term planning and wild fire interface, Mr. Derby said that they plan to work with local governments on development approvals, development locations and construction materials.

Mr. Derby said they are also evaluating the infrastructure of the Emergency Coordination Centre in the Cowichan Valley Regional District office complex. They are also reviewing the makeup of the Emergency Management Committee from the standpoint of priorities and the status of assignments.

On a question from Council, Mr. Derby noted that flooding is one of the top five contingency plans. He said they are looking into improved river maintenance (e.g. trees and other foliage growing along the river which impedes river flow. In his closing remarks, Mr. Derby said that they are attempting to get an educator on staff to educate youth in emergency preparedness. He said that by educating youth, it translates into better education for the entire population. He encouraged all members of Council to check out the CVRD website pertaining to emergency preparedness.

Mayor Coleman thanked Mr. Derby for his presentation and invited him to provide an annual update to City Council.

Mr. Derby left the meeting.

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

Administrator's  
Report

The Administrator reported on the following items:

- 2005 tax notices will be distributed the week of May 16.
- Paving of the inflow and infiltration project areas will occur this week.
- Line painting (Phase 1) has been laid out and we are awaiting clear night weather for the line painter to proceed.
- The Duncan Square and City Hall planters have been refurbished with more work to come when annuals are ready for planting.
- The banners are being installed and flower baskets will be installed mid-June.
- Phase 2 of the 2005 paving project will occur the first week of June.



Jubilee Community Garden and Centennial Park Washrooms - Lease and License

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

THAT in response to the April 29, 2005 letter from the Cowichan Community Land Trust Society (CCLTS), the Council of the City of Duncan agree to transfer the Jubilee Garden Land Lease and the Centennial Park Washroom Building License to the Jubilee Community Garden Society (JCGS) from the CCLTS.

Carried.

It was noted that there is provision in the lease agreement for assignment and that a new license for use of the Centennial Park washrooms would be required.

New Deal for Cities & Communities

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

THAT the letter received April 29, 2005 from the Government of Canada (Ministers of Finance & State) regarding the New Deal for Cities & Communities, be received, the contents noted and filed.

Carried.

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

#### General Purposes Committee

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

Cowichan 2005 BC Seniors Games Society - Centennial Park Parking Lot

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

THAT the Council of the City of Duncan authorize the Cowichan 2005 BC Seniors Games Society to have exclusive use of the Centennial Park parking lot for the lawn bowling competition during the Cowichan 2005 BC Seniors Games, August 25 - 27, 2005.

Carried.

Water Conservation - Low-Flow Toilets

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

THAT the process be authorized to amend "Building Bylaw Amendment Bylaw No. 1978, 2004" by deleting Section 14 and substituting the following new Section 14:

14. "All water closets installed in new construction or as a result of renovations or additions, shall be of the dual flush (3/6 litres per flush) or single flush (6 litres per flush) type." (reference Rebate Program);

AND THAT Council request the Ministry of Community, Aboriginal and Women's Services to add the "City of Duncan" to the section 3 list of the Water Conservation Plumbing Regulation entitled "Maximum Water Consumption in Certain Geographic Locations" (North Cowichan & CVRD Electoral Areas now on the list).

Carried.

Finance Committee

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

Cowichan 2005 BC  
Seniors Games  
Merchandise

Movd. Councillor K. Newcomb  
Secd. Councillor M. Caljouw

THAT Council authorize the purchase of ten (10) Cowichan 2005 BC Seniors Games T-Shirts for \$150.00 (\$15.00 each; 8 inside employees, including the summer student plus Messrs. Kushner and Thew);

AND THAT peak caps be purchased for the 21 Public Works Crew Members for \$252 (\$12.00 each).

Carried.

Movd. Councillor K. Newcomb  
Secd. Councillor S. Jackson

THAT to promote support for the "Cowichan 2005 BC Senior Games", Council purchase Senior Games memorabilia themselves.

Carried.

Seniors Games Torch  
Lighting Ceremony

Councillor Caljouw extended an invitation to all members of Council and the public to attend the 2:00 p.m. BC Seniors Games Torch Lighting Ceremony at the Cowichan Sportsplex on May 14, 2005 (Saturday). He noted that there are now 100 days remaining to the commencement of the Cowichan 2005 BC Seniors Games.

Planning Committee

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

476 Howard Avenue -  
Removal of Notice  
on Title

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

THAT as recommended by the Building Inspector, Council authorize the removal of the "Notice on Title" for 476 Howard Avenue (Lot 13, Block 1, Section 17, Range 7, Plan 1534, Quamichan Land District) since the conditions and deficiencies relating to the additions to the front and rear of the structure have been rectified.

Carried.

482 Ypres Street -  
Development Permit  
Application

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

THAT Council issue a Development Permit for 482 Ypres Street subject to the following two conditions:

- a) That an acceptable notarized letter of intent be provided from the owners.
- b) That the amalgamation of the two lots and joining of the two dwelling units be completed in a timely fashion (suggest one year).

Carried.

270 Government  
Street - Rezoning  
Application (C-1 to  
RM-6)

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

THAT Council authorize commencement of the Rezoning Process to rezone 270 Government Street (Lot 5, Block 14, Section

17, Range 6, Quamichan District, Plan 2070) from C-1 (General Commercial) to RM-6 (High-Density Residential Commercial) to accommodate the proposed 62 unit seniors rental complex (Sherwood Manor) on this property and surrounding property now zoned RM-6 (Note: Development Permit Application Process to follow).

Carried.

#### New Parking Model

Movd. Councillor P. Kent

Secd. Councillor K. Newcomb

WHEREAS the Parking Advisory Committee has been charged with recommending strategies for effective parking management;

AND WHEREAS the PAC has determined that the enforcement model presently used in the downtown core often penalizes customers;

AND WHEREAS through extensive research and consultation with the Downtown Business Improvement Association, the PAC has developed a comprehensive, multi-faceted approach to parking management that is more customer friendly.

THEREFORE BE IT RESOLVED THAT the City of Duncan accept in principle 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

AND THAT City Staff prepare a detailed implementation plan for this new model.

Carried.

#### Fire Committee

#### New Pumper Truck

Councillor Caljouw advised that the Fire Department has received the new pumper truck and that it is a spectacular vehicle with many new and improved features.

#### Building Statistics Report - April 2005

Movd. Councillor G. Maxwell

Secd. Councillor K. Newcomb

THAT the Building Inspection report submitted for April 2005 be received, the contents noted and filed.

Carried.

#### Miscellaneous

Councillor Jackson reported that she greeted the World Harmony Runners at noon on May 9. This project is a relay run across Canada and many other countries to promote world harmony.

Councillor Kent reported that a series of stakeholder meetings are occurring regarding the Cowichan Place concept (new Malaspina University-College and Secondary School). He said that to date, the overall response is quite positive.

Mayor Coleman reported on the following items:

- On April 27, he participated in the 100<sup>th</sup> Anniversary celebration of the Cowichan News Leader at the Museum.
- On April 28, he participated in the Junior Council meeting, which he found most productive.
- On April 28, he participated in the Warmland Calligraphers exhibit. He noted that a life membership was awarded to Betty Locke.
- On May 1, he participated in the Cowichan News Leader 100<sup>th</sup> Anniversary public picnic at the BC Forest Discovery Centre.
- On May 7, he participated in the official opening of the 2005 season of the BC Forest Discovery Centre.
- On May 7, he participated in the Simon Charlie Celebration of Life Ceremony along with Councillor Jackson. He noted that Simon Charlie was a remarkable iconic figure in our community and in the Cowichan Tribes community. Mr. Charlie received the Order of BC and the Order of Canada.
- On May 8, he participated in the VE Day celebrations.

#### **Bylaws**

Financial Plan  
Bylaw No. 1985,  
2005

Movd. Councillor G. Maxwell  
Secd. Councillor K. Newcomb  
THAT "Financial Plan Bylaw No. 1985,  
2005" be reconsidered, finally passed and  
adopted.

Carried.

Tax Rates Bylaw No.  
1986, 2005

Movd. Councillor S. Jackson  
Secd. Councillor P. Kent  
THAT "Tax Rates Bylaw No. 1986, 2005"  
be reconsidered, finally passed and adopted.

Carried.

#### **Question Period - Council**

Pothole - Duncan  
Street

Councillor Caljouw asked the Administrator to advise the District of North Cowichan about a pothole in Duncan Street north of the BC Access Centre.

#### **New Business**

Cowichan Valley  
Pesticide Reduction  
Strategy

Movd. Councillor S. Jackson  
Secd. Councillor G. Maxwell  
THAT the subject of the Cowichan Valley Pesticide Reduction Strategy be referred back to the Public Works Superintendent, noting that the strategy refers to pesticides not herbicides.

Carried.

Special Meeting

Movd. Councillor G. Maxwell

Secd. Councillor P. Kent

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 8:35 p.m., City Council resolved into Special Meeting and the meeting adjourned at 9:00 p.m.

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Michael Coleman  
Mayor

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Paul Douville  
Corporate Officer