

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., March 27, 2006.

Present: Mayor Phil Kent; Councillors Ray Cadorette, Mike Caljouw, Paul Fletcher, Sharon Jackson and Ken Newcomb.

Absent With Prior Notice: Councillor Jesse Winfrey.

Also

Present: Paul Douville - City Administrator.

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

Approval of Agenda

Agenda

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

THAT the Agenda for the March 27, 2006 Regular Meeting of City Council be approved.

Carried.

Adoption of Minutes

Minutes

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

THAT the Minutes of the Regular Meeting of City Council held March 13, 2006 be adopted.

Carried.

Introduction of Late Items

Late Item

The Administrator introduced the following late item:

- Delegation - MaryAnn Hartley, DBIAS - display of artistic banners.

Public and Statutory Hearings and Third Reading or Adoption of Bylaws Where Applicable After Each Hearing

Riparian Areas
Regulation
Development Permit
Area - Public
Hearing

For consideration was the following item:

- Official Community Plan Bylaw No. 1762, Amendment Bylaw No. 1998, 2006 - to amend as follows:
 - a. By adding Sub-Section 4.8 "Riparian Areas Regulation Development Permit Area" to Section 4.0 "Development Permit Areas";
 - b. By replacing "Map 6-3" with the amended "Map 6-3".

On a question from the Mayor, the Administrator advised that all required legal advertising was duly fulfilled. He also advised that there were no letters for or against the proposed bylaw received at City Hall.

The Administrator explained that the purpose of the bylaw is to protect riparian areas in relation to future development. First, he advised that Rotary Park will not be affected since it is zoned P-2 (Parks & Recreation) and therefore development is not permitted. For other areas correctly zoned, a developer in a riparian area would have to retain a qualified professional Environmental Consultant to conduct a riparian area assessment to determine whether there are any detrimental effects to fish or other wildlife habitat. If such effects are determined, the developer must mitigate these effects prior to any development proceeding.

Mayor Kent called for input from the public three times and hearing none, declared this portion of the Public Hearing concluded.

Official Community
Plan Bylaw No.
1762, Amendment
Bylaw No. 1998,
2006 - Riparian
Areas Development
Permit Area

Movd. Councillor S. Jackson
Secd. Councillor K. Newcomb
THAT "Official Community Plan Bylaw
No. 1762, Amendment Bylaw No. 1998, 2006"
(Riparian Areas Regulation Development
Permit Area) be read for the third time.

Carried.

Public Hearing -
Development
Variance Permit -
1041 Trunk Road

City Council adopted the following
resolution on February 27, 2006:

*"THAT Council authorize the
Development Variance Permit (DVP)
public process to consider a DVP to
permit the construction of a sunroom
to within 6.67 metres (21.88') rather
than the Bylaw required 7.5 metres
(24.6') from the rear property line at
1041 Trunk Road (Lot 14, Section 17,
Range 7, Plan 5868, LD45); proposed
variance is .83 metre (2.72 feet)."*

The Administrator advised that all legal notices were fulfilled and that there were no letters against or in support of the proposal.

Mayor Kent called for input from the public three times and hearing none, declared this portion of the Public Hearing concluded.

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT Council authorize a Development
Variance Permit (DVP) to permit the
construction of a sunroom to within 6.67
metres (21.88') rather than the Bylaw

required 7.5 metres (24.6') from the rear property line at 1041 Trunk Road (Lot 14, Section 17, Range 7, Plan 5868, LD45); proposed variance is .83 metre (2.72 feet).

Carried.

Delegations

Patti Delisle -
Earth Day
Celebration

For consideration was a letter dated March 23, 2006 from Patti Delisle, Manager - Turtle Island Eco Store at 192 Kenneth Street wherein she advises that an Earth Day Celebration is planned for the City Square on April 22, 2006.

Ms. Delisle addressed Council and requested that Council pay \$150.00 for the rental of a tent for the City Square stage for the event. She invited members of Council to participate in the festivities and advised that they have the necessary liability insurance coverage for the occasion. She also advised that there will be entertainers, events, booths and vendors related to the Earth Day celebrations in additions to the weekly Farmers' Market in the City Square.

It was suggested to Ms. Delisle that she contact Todd Blumel at Bow-Mel Motors regarding the possibility of obtaining one of their tents free-of-charge for this event. She was advised that if she was unsuccessful, to advise the Administrator accordingly.

Ms. Delisle was thanked for her presentation and she left the meeting.

MaryAnn Hartley -
DBIAS Banners

With the assistance of others, MaryAnn Hartley displayed individually hand painted banners the DBIAS is requesting be displayed throughout the downtown area and along the gateways to the downtown. In addressing Council, Ms. Hartley advised that they have in excess of 80 individually hand painted banners now provided to them.

The Administrator advised that the Public Works Superintendent will be submitting a report to the next General Purposes Committee meeting on April 3, 2006 in this regard.

Ms. Hartley was thanked for her presentation and she left the meeting.

Report of Chief Administrative Officer

Administrator's
Report

Mr. Douville reported on the following items:

- Duncan Paving has commenced various paving projects for the City including the patching of pothole areas.

- Long line painting by our contractor should commence in approximately two weeks.
- The flower basket tender is on the Agenda for consideration of City Council.
- The marigolds for planting in the boulevards along the Trans Canada Highway have been ordered and will again be installed by the Kiwanis Club.

Unfinished Business

Police Cost
Update

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT the memorandum dated March 6, 2006 from the UBCM and the letter and attachments dated March 8, 2006 from the BC Solicitor General, regarding Police Costs Update, be referred to the Public Safety & Emergency Services Committee.

Carried.

2006 Flower Baskets For consideration were the following items:

- Quote received from Providence Farm as per 2006 Flower Basket Specifications (not including taxes) \$6,800.
- Quote received from R & R Enterprises Ltd. as per 2006 Flower Basket Specifications (not including taxes) \$7,650.

Movd. Councillor M. Caljouw
Secd. Councillor S. Jackson
THAT as recommended by the Operations Manager, the March 9, 2006 tender from Providence Farm of \$6,800.00 (plus taxes = \$7,752.00) for our 170 flower baskets for 2006 be accepted.

Carried.

Correspondence

Hepatitis C -
Community Alert
Update

For consideration was a letter dated March 2006 from the Hepatitis C Compassion Umbrella of Canada.

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

THAT the Council of the City of Duncan support the following position provided by the Hepatitis C Compassion Umbrella of Canada:

"THAT the federal government of Canada immediately expand access to the existing 86/90 fund to include hepatitis C victims now in the pre-86/post-90 excluded group. This compassionate action would provide relatively quick access to desperately needed financial assistance for thousands of victims across Canada."

Carried.

Island Corridor Foundation - Appointment to New Advisory Body

Movd. Councillor K. Newcomb
Secd. Councillor M. Caljouw
THAT in response to the March 14, 2006 letter from the Island Corridor Foundation, Council appoint Mayor Phil Kent to their new Advisory Body.

Carried.

Seniors Advocacy Project

For consideration was a letter dated March 13, 2006 from the Seniors Advocacy Steering Committee.

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
WHEREAS there are no coordinated seniors' advocacy services funded by any level of government;
AND WHEREAS the seniors population is increasing dramatically at the same time that government funding cutbacks are severely impacting seniors;
AND WHEREAS this gap in social policy is leading to potential abuse of seniors, causes unnecessary anxiety to seniors and their families, and places additional stress on municipalities;
THEREFORE BE IT RESOLVED THAT
The Corporation of the City of Duncan supports in principle the establishment of Regional Seniors' Advocacy Offices (RSAC) as proposed by the Seniors' Advocacy Steering Committee as a means of providing security and protection to seniors by ensuring they have an independent voice to advocate for seniors' rights in accordance with federal, provincial and municipal legislation;
AND THAT this resolution be forwarded to the UBCM and the FCM for endorsement;
AND THAT this resolution be forwarded to the provincial government requesting support for this BC initiative;
AND THAT The Corporation of the City of Duncan will collaborate with other municipalities in the UBCM and the FCM to lobby the federal government for support of this initiative.

Carried.

DBIAS 2005 Financial Statement and 2006 Budget

Movd. Councillor K. Newcomb
Secd. Councillor S. Jackson
THAT the letter dated March 13, 2006 from the Duncan Business Improvement Area Society (DBIAS), with which they provide their 2005 Financial Statements and 2006 Budget, be received, the contents noted and filed.

Carried.

Movd. Councillor S. Jackson
Secd. Councillor M. Caljouw
THAT the DBIAS 2006 Budget be referred to the Finance Committee.

Carried.

WorkSafeBC - Annual Movd. Councillor S. Jackson
 Day of Mourning Secd. Councillor R. Cadorette
 Proclamation THAT the Council of the City of Duncan
 proclaim April 28, 2006 as the "National Day
 of Mourning" for workers who lost their
 lives as a result of a workplace
 injury/occupational disease, as requested in
 the March 15, 2006 letter from WorkSafeBC
 (Workers' Compensation Board of BC);
AND THAT all flags on the City Hall
 flagpole be flown at half-staff on this day.

Carried.

Emergency Movd. Councillor K. Newcomb
 Preparedness Week Secd. Councillor S. Jackson
 2006 THAT the letter dated March 13, 2006
 from the Ministry of Public Safety and
 Solicitor General, Provincial Emergency
 Program, regarding Emergency Preparedness
 Week 2006, be referred to the Public Safety
 and Emergency Services Committee.

Carried.

Queens Margaret's Movd. Councillor S. Jackson
 School - 2010 Secd. Councillor R. Cadorette
 Olympic/Paralympic THAT the letter dated March 21, 2006
 Live Sites Program from Queen Margaret's School, wherein they
 request the support of Council for their
 grant application under the Spirit of 2010
 Olympic/Paralympic Live Sites Program, be
 referred to the next General Purposes
 Committee meeting.

Carried.

Reports of Committees, COTW and Commissions

General Purposes Committee

For consideration were the notes of the
 March 20, 2006 meeting.

1050 Holmes Street Movd. Councillor S. Jackson
 - House Addition/2 Secd. Councillor M. Caljouw
 Kitchens on Main THAT the Building Inspector be
 Floor authorized to issue a Building Permit for
 proposed additions to 1050 Holmes Street
 (Lot 36, Section 19, Range 6, Plan 1182,
 Quamichan District) noting that the
 additions include the provision for two (2)
 kitchens on the main floor of the single-
 family dwelling, subject to the applicants
 having a Covenant registered on title
 stipulating that the dwelling will be solely
 used as a Single-Family Dwelling as long as
 the zone on the property remains R-1 (Urban
 Residential).

Carried.

Freelance Strata Movd. Councillor S. Jackson
 Management Services Secd. Councillor K. Newcomb
 - Home Occupation THAT Mayor Kent be excused from the
 debate and vote on this file since he has a
 business relationship with Freelance Strata
 Management Services.

Carried.

Mayor Kent left the Council Chamber and the Chair.

Deputy Mayor Sharon Jackson assumed the Chair.

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

THAT the March 2, 2006 Business License application from Freelance Strata Management Services for use of a Common Property room in the Strata Apartment Building at 275 First Street be denied;

AND THAT to comply with the Zoning Bylaw, their Business License for a Home Occupation in Unit 406 of 275 First Street not be renewed for 2007.

Carried.

Mayor Kent returned to the Council Chamber.

Cowichan Historical Society - License to Use a Portion of the Third Floor of City Hall

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette

THAT Council authorize execution of the License Agreement (June 1, 2006 - May 31, 2011) between the City of Duncan and the Cowichan Historical Society for use of a portion of the 3rd floor of City Hall (200 Craig Street) for storing, maintaining and providing public access to historical archives.

Carried.

Finance Committee

For consideration were the notes of the March 20, 2006 Finance Committee meeting.

Old Fire Trucks - Sale and Donation

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

THAT the Council of the City of Duncan donate the 1975 Fire Truck Pumper to the Providence Community Association subject to the Association having a sign painted or affixed on the Fire Truck stating "Donated by the City of Duncan".

Carried.

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

THAT the high tender for the 1982 Pumper be awarded to Harper's Recycling for \$5,111.

Carried.

Movd. Councillor M. Caljouw
Secd. Councillor R. Cadorette

THAT the high tender for the 1971 Fire Truck Tanker be awarded to Ambrose of Port Alberni for \$5,150.

Carried.

Labour Relations Committee

For consideration were the notes of the March 20, 2006 meeting.

Job Descriptions -
CAO, Director of
Finance and
Director of
Corporate Services

Movd. Councillor R. Cadorette
Secd. Councillor S. Jackson
THAT the new job descriptions for the
Chief Administrative Officer, Director of
Finance and Director of Corporate Services
be endorsed;

AND THAT the new descriptions be
incorporated into the Officers Bylaw by way
of a Bylaw amendment.

Carried.

Reports from Council Members

Reports from
Council Members

Councillor Jackson reported that she
represented City Council at the March 24
RCMP Dinner and Dance to express
appreciation for the fine service provided
by the RCMP to our community. She said it
was an excellent event at the Chemainus
Legion.

Councillor Newcomb reported that at the
March 23 Cowichan Centre Commission meeting,
the Commission approved the Budget for the
balance of the year for the Youth Outreach
Worker (1 year pilot project). He noted that
the Youth Outreach Worker reports to each
Commission meeting.

Councillor Newcomb also advised that the
Commission is being apprised of activities
regarding the proposed new pool and will
continue to be keenly interested in this
project.

Mayor Kent reported on the following items:

- On March 6, he participated in the Public Water Watch Forum.
- On March 9, he participated in the CVRD 2006 Budget deliberations noting that the increase is estimated to be approximately 20%. He noted that this will translate into an approximate increase of 2.75% in the City of Duncan.
- On March 21, he participated in the CVRD priorities workshop. He said they have now agreed to recommend priorities to the next Board Meeting.
- On March 22, he attended the CVRD Regional Services Committee regarding regional police services. He said this matter will receive further discussion.
- On March 23, he and the Director of Finance attended the Pool Design Select

Committee to continue discussions on the scope and components of the proposed new Aquatic Centre. He advised that further recommendations will be coming to City Council.

- On March 25, he and Councillors Caljouw, Cadorette and Winfrey and Mr. Douville attended the Volunteer Fire Department's Ladies Appreciation Dinner. He said their first female firefighter, Leanne Closson, was recognized at this event.
- He noted that on March 17, the temporary Homeless Shelter at the Margaret Moss Health Centre was closed. He said that this was a great learning experience for future endeavours of this nature.
- He reminded all those present and the viewing audience to remember to attend the Boundary Restructure Study public meeting scheduled for 7:30 p.m., March 30, 2006 at the Duncan Fire Hall.

Bylaws

<p>Officers and Officials Bylaw No. 1964, 1986, Amendment Bylaw No. 1999, 2006 (Addition of Operations Manager (Officer & Schedule "B" List)</p>	<p>Movd. Councillor S. Jackson Secd. Councillor M. Caljouw <u>THAT</u> "Officers and Officials Bylaw No. 1964, 1986, Amendment Bylaw No. 1999, 2006" be reconsidered, finally passed and adopted (addition of Operations Manager (Officer & Schedule "B" list).</p>	<p>Carried.</p>
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Question Period - Council

<p>Temporary Homeless Shelter</p>	<p>On a question from Councillor Caljouw, Mayor Kent advised that there were only minor problem issues which needed addressing at the recent Temporary Homeless Shelter at the Health Unit.</p> <p>Movd. Councillor S. Jackson Secd. Councillor M. Caljouw <u>THAT</u> letters of appreciation be forwarded to the VIHA Officials involved in organizing and operating the temporary Homeless Shelter at the Health Centre; <u>AND THAT</u> John Woods be requested to provide Council with a summary report regarding the Shelter.</p>	<p>Carried.</p>
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<p>Boundary Restructure Study</p>	<p>Councillor Newcomb strongly suggested that all stakeholders keep "open minds" regarding the Boundary Restructure Study process.</p>
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<p>Special Meeting (In Camera)</p>	<p>Movd. Councillor S. Jackson Secd. Councillor R. Cadorette <u>THAT</u> the Council of the City of Duncan resolve into Special Meeting (Committee of</p>
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the Whole) to consider a property issue;
AND THAT persons other than Council
Members, the Corporate Officer and the
Director of Finance be excluded from this
meeting (Sections 90, 91 and 92 - Community
Charter).

Carried.

At 8:45 p.m., City Council resolved into
Special Meeting.

At 9:30 p.m., the following Motion was Put:

Movd. Councillor K. Newcomb

Secd. Councillor M. Caljouw

THAT this meeting of City Council do
now adjourn.

Carried.

Phil Kent
Mayor

Paul Douville
Corporate Officer