

## 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, January 28, 2008.

**Present** Mayor Phil Kent  
Councillor Ray Cadorette Councillor Sharon Jackson  
Councillor Paul Fletcher Councillor Jesse Winfrey

**Absent with Notice** Councillors Ken Newcomb and Mike Caljouw

**Also Present** Tom Ireland – Chief Administrative Officer  
Peter de Verteuil – Director of Finance  
Lynn Ketch – Director of Corporate Services

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

### **Approval of Agenda**

**Agenda** Moved by Councillor Jackson  
Seconded by Councillor Winfrey  
R-21-08 **That** the Agenda as amended be approved.

CARRIED

### **Adoption of Minutes**

**Minutes** Moved by Councillor Jackson  
Seconded by Councillor Cadorette  
R-22-08 **That** the Minutes of the January 14, 2008 Regular Council Meeting be adopted.

CARRIED

### **Introduction of Late Items**

**Late Items** Moved by Councillor Jackson  
Seconded by Councillor Winfrey  
R-23-08 **That** a late resolution pertaining to item 9.4.3. of the Agenda be accepted.

CARRIED

### **Unfinished Business**

**Proposed Funeral Home for 580** Moved by Councillor Jackson  
Seconded by Councillor Cadorette

**Cairnsmore Street**

R-24-08

**That** the January 17, 2008 letter from Harold Wallace, withdrawing his request to have the covenant on 580 Cairnsmore Street amended to allow a Funeral Home on the property, be received and filed.

CARRIED

**Reports of Mayor, Council and Committees**

**Committee of the Whole Report**

Moved by Councillor Cadorette  
Seconded by Councillor Jackson

**That** items 1 – 5 of the January 21, 2008 Committee of the Whole meeting report be adopted:

R-25-08

1. **That** the Committee of the Whole recommend to Council that Development Permit DP2007-02 be issued, subject to the changes presented at the Committee of the Whole meeting of January 21, 2008.

R-26-08

2. **That** Council accept the offer of 1% of the construction cost of the convenience store and carwash buildings as a donation to public art in the community, estimated to be approximately \$10,000.00.

R-27-08

3. **That** March 2008 be proclaimed “Kidney Health Month” in the City of Duncan.

R-28-08

4. **That** the City contribute the sum of \$200.00 to the Mayors for Peace Campaign, and that consideration be given on an annual basis for a similar contribution.

5. **That** Mayor Kent be authorized to attend both the FCM and the LGLA conferences.

CARRIED

**Committee of the Whole Minutes**

R-29-08

Moved by Councillor Winfrey  
Seconded by Councillor Jackson

**That** the Minutes of the January 21, 2008 Committee of the Whole meeting be adopted.

CARRIED

**Mayor and Council Reports**

Mayor Kent reported on the following:

- On January 17, he and the Director of Finance met with Jeff Bray of Shaw Cablesystems regarding Shaw’s problems with broadcasting the City’s Council meetings. Clarification will be forthcoming in the near future.
- On January 23, Lieutenant Governor Steven Point visited Duncan and hosted lunch for several members of City Council, Chief Hwitsum, Mayor Lefebure and Mayor Peake.
- On January 24, he attended a graffiti forum and advised that the first graffiti brochure is close to being released.

- On January 24, he attended an Island Corridor meeting in Nanaimo. A report will be forthcoming in mid February.
- On January 28, he attended the very successful Heart & Stroke breakfast.
- On January 28, he attended a luncheon hosted by CUPE.

Councillor Winfrey reported that on January 26, he attended a fundraising benefit for Lourdess Sumners, a 7 year old girl from Duncan, who is battling with Acute Myelogenous Leukemia. \$10,000 was raised to assist with living expenses for her family while she undergoes cutting edge stem cell treatment at Children’s Hospital in Vancouver.

Councillor Jackson reported that on January 25, she attended a Person’s With Disabilities Committee meeting at the Cowichan Valley Independent Living Resource Centre on Coronation Avenue. The Committee is enthusiastic to achieve its goal of seeing 10% more disabled persons gainfully employed in the valley by the year 2010. A \$25,000 grant will be applied for through the Province’s “10 by 10 Challenge”. She noted that in BC, the Cowichan Valley has the highest population of disabled persons.

Councillor Cadorette reported on the following:

- On January 23, he enjoyed the luncheon and visit with Lieutenant Governor Steven Point.
- On January 24, he attended the Graffiti Forum and found it to be a very informative session. He noted that Nanaimo and Esquimalt have had some measure of success with their graffiti eradication program.
- On January 26, he attended the Vancouver Island Regional Library Board meeting and was elected to the Executive.
- On January 28, he attended the Heart & Stroke breakfast and was amazed at how the function has grown over the years.
- On January 28, he attended the CUPE luncheon and found it to be informative.

**Grants-in-Aid  
Policy  
Amendment**

R-30-08

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** City of Duncan Grants-in-Aid policy be amended as presented in the Director of Finance’s report dated January 25, 2008;

**And That** the draft grant application form be accepted, noting that the form is not “required”, only a matter of convenience for applicants to provide adequate information for Council

**And That** the form be amended from time to time by the Director of Finance.

**CARRIED**

**Station Street  
Completion**

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** Council agree to complete the development of Station Street to the boundary of the City, in conjunction with a contribution from Cowichan Tribes of ½ of the cost to construct the street (to a maximum of \$9,000.00), provided the private road proposed to join Station Street is designed and developed to a standard acceptable to the City.

R-31-08

Moved by Councillor Fletcher  
Seconded by Councillor Jackson

**That** the subject of completing the development of Station Street be referred to the Committee of the Whole for discussion with the Cowichan Tribes Land Manager and the proponents of the proposed Mini Storage project on the Cowichan Indian Reserve at the west-end of Station Street.

CARRIED

**Chesterfield  
Avenue Project**

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** Council approve awarding the tender for the Chesterfield Avenue project to Stone Pacific Ltd for the amount of \$379,253.00, recognizing that of the 7 participating bidders, they are the lowest, and that a budget expenditure of \$683,000.00 has already received prior approval.

R-32-08

CARRIED

Moved by Councillor Cadorette  
Seconded by Councillor Winfrey

**That** Council approve awarding the tender for the Chesterfield Avenue project to Stone Pacific Ltd. for the amount of \$379,253.00;  
**And That** Council give pre-budget approval for this capital project.

R-33-08

CARRIED

**Development  
Permit DP-2007-  
02**

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** Council authorize issuance of Development Permit DP-2007-02 for the redevelopment of the old Payless gas station at 380 Trans Canada Highway into a new Shell gas station, convenience store, and car wash in accordance with the site and landscape plans and the elevations drawings attached to the Permit;  
**And That** the City gratefully accept the offer of a cash-in-lieu donation by Shell Canada to public art in the City in the amount of 1%

R-34-08

of the construction cost to a maximum of \$10,000.00.

CARRIED

**Question Period**

Councillor Jackson asked how many properties in the City would have covenants registered on them and was advised by the CAO that there would be no way of knowing this.

Councillor Fletcher asked if a letter had been sent to the RCMP requesting them to monitor speeders coming into the City from the south and was advised that staff would deal with the matter.

**Resolve to go into Closed Meeting**

**Closed Session**

R-35-08

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** the meeting be closed to the public to consider employee relations; (90 (1) (c) - Community Charter), enforcement of an enactment (90 (1) (f) – Community Charter); potential litigation (90 (1) (g) – Community Charter); and, negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages (90 (1) (k) – Community Charter).

CARRIED

**Adjournment**

R-36-08

Moved by Councillor Jackson  
Seconded by Councillor Winfrey  
**That** this meeting be adjourned.

CARRIED

The meeting adjourned at 8:10 p.m.

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Phil Kent  
Mayor

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Lynn Ketch  
Director of Corporate Services