

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, February 12, 2007.

Present Mayor Phil Kent
Councillor Ray Cadorette Councillor Mike Caljouw
Councillor Paul Fletcher Councillor Jesse Winfrey

Absent with Notice Councillors Sharon Jackson and Ken Newcomb

Also Present Tom Ireland – Chief Administrative Office
Peter de Verteuil – Director of Finance
Cheryl Wirsz – Director of Corporate Services

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

Approval of Agenda

Agenda Moved Councillor Winfrey
Seconded Councillor Caljouw
R-31-07 **That** the agenda be approved as circulated.

CARRIED

Adoption of Minutes

Minutes Moved Councillor Cadorette
Seconded Councillor Winfrey
R-32-07 **That** the minutes of the January 22, 2007 Regular Council meeting be adopted as amended.

CARRIED

Introduction of Late Items

**Late Items –
Development
Variance Permit –
361 Bundock** Moved Councillor Winfrey
Seconded Councillor Cadorette
That Staff be authorized to issue development variance permit No. 01-2007 for 361 Bundock Avenue.

R-33-07

CARRIED

Delegations

Linton Robinson – RCMP 4th Quarter Report

Inspection Robinson was in attendance to present the RCMP 4th Quarter Report. He advised that he will be retiring and that his last day will be March 23, 2007.

- Assaults remained the same over the 2005/06 period
- Residential break and enters were down substantially in the City
- Business break and enters were the same
- Theft of motor vehicles increased in 2006
- Drug offences decreased [possibly due to decreases in enforcement capacity]
- Calls for service were up substantially
- Slight decrease in young offender incidents, however there are higher numbers of violence
- Victim Services – training is ongoing for our 3 paid and 9 volunteer staffing
- Community Policing – Duncan hosted the DARE training
- Human Resources – currently 3 vacancies
- Mayor Kent asked about the higher workload summary as it appears that Duncan has a higher workload. Inspector Robinson advised that the crime statistics have increased as Duncan has a high homicide rate and a high transient level.

Mayor Kent congratulated Inspector Robinson on his retirement as the transparency and reporting regimes were greatly appreciated. The City is sad and sorry to see Mr. Robinson leaving.

Report of the Chief Administrative Officer

CAO Report

- City has submitted three application to for infrastructure grants (SCADA and disinfection, water metering, Centennial Park revitalization)
- Posted for casual Building Inspector – posting closed, only two applicants.
- Signed documentation for 225 Canada Avenue Sale (purchaser has 90 days to complete transaction).
- Met new President of Malaspina college Ralph Nillson
- Met with Malaspina College about new site
- Met with CES, Malaspina college, and North Cowichan about Cowichan Place concept
- Attended OCP Advisory Planning Meeting
- Attended Boundary Restructure meeting
- Attended Cowichan Basin Watershed Management Public Mtg
- Attended Mosquito School for City Staff

- Attended Lidstone Young Anderson Legal Seminar for Vancouver Island clients
- Met with DBIAS representatives twice regarding 'market' in City Square – a market will be taking place this year.
- Are surveying downtown merchants through the DBIAS to determine their thoughts on where market overflow should be accommodated.
- Staff has created an index of Reports prepared for City on various topics
- Reviewed Street Light Reporting and recommended changes
- Advertised Development Variances requested for Bundock Avenue
- Rezoning, Variance Permits and Development Standards are almost finalized for the complex care and assisted living facility proposal for Bundock Avenue
- Sub-Regional Recreation Service Review of consultant's draft report

Correspondence

Freshwater Eco Centre – Request for Support

R-34-07

Moved Councillor Winfrey
Seconded Councillor Cadorette

That Council writes a letter of support for the Freshwater Eco Centre for their fundraising purposes.

CARRIED

Reports of Mayor and Council and Committees

Recommendations from the Committee of the Whole Meeting – January 29, 2007

R-35-07

Moved Councillor Caljouw
Seconded Councillor Winfrey

1. **That** the City of Duncan apply for the Olympic / Paralympic Live Sites Program funding for the Centennial Park Revitalization Project
2. **That** Council directs the Director of Finance to make application to the Municipal Rural Infrastructure Fund for the Centennial Park Revitalization Project, with the City's share of funding to come from the General Fund Prior Years' Surpluses.
3. **That** Council directs the Director of Finance to make application to the Municipal Rural Infrastructure Fund for the City Wide Metering project, with the City's share of funding to come from the Water Fund Prior Years' Surpluses.
4. **That** Council requests the Director of Finance to make application to the Municipal Rural Infrastructure Fund for the SCADA / Emergency Disinfection project, with the City's share of funding to come from Water Fund Prior Years' Surpluses.

5. **That** the City of Duncan donates a \$200 bursary to the Cowichan Music Festival and that Councillor Winfrey presents the bursary on behalf of the City.

CARRIED

**Minutes –
Committee of the
Whole of January
29, 2007**

R-36-07

Moved Councillor Cadorette
Seconded Councillor Caljouw

That the minutes of the Committee of the Whole meeting of January 29, 2007 be adopted.

CARRIED

**Recommendations
from the
Committee of the
Whole Meeting –
February 5, 2007**

R-37-07

Moved Councillor Caljouw
Seconded Councillor Winfrey

1. **That** Councillor Fletcher be authorized to represent the City of Duncan at the Cowichan Centre Commission meetings during Councillor Newcomb's absence.
2. **That** Council declare that February 4th – 10th be proclaimed as International Development Week.
3. **That** that the City of Duncan endorse the CVRD 2007 Integrated Emergency Planning UBCM grant application to improve flood preparedness and flood management in the lower Cowichan.
4. **That** the City apply for a Local Motion Grant for Centennial Park, with the City's portion of the funding to come from the prior years' General Fund surplus.
5. **That** the City apply for a Spirit Square grant for the Craig Street Revitalization Project, with the City's portion of the funding to come from the prior years' General Fund surplus.
6. **That** the City apply for a Towns for Tomorrow grant for the Government Street/Underwood Street/Allenby Road/ Craig Street Roundabout with the City's portion of the funding to come from the prior years' General Fund surplus.

CARRIED

**Spirit Square
Grant Application
– Queens to
Beverly Gateway**

R-38-07

Moved Councillor Fletcher
Seconded Councillor Caljouw

That the City apply for a Spirit Square grant for a Phase 1 Planning Process for the Queens to Beverly Railway Corridor gateway, with the City's portion of the funding to come from the prior years' General Fund surplus.

CARRIED

**Minutes –
Committee of the
Whole of February
5, 2007**

R-39-07

Moved Councillor Winfrey
Seconded Councillor Caljouw

That the minutes of the Committee of the Whole meeting of February 5, 2007 be adopted as amended.

CARRIED

Mayor and Council Reports

- Councillor Winfrey reported that he attended the Heart and Stroke Breakfast and attended the meeting announcing the location of the Homeless Shelter with Mayor Kent.
- Councillor Caljouw reported that he, along with Councillor Fletcher and the Director of Finance, attended the Community Kitchen Field to Table event.
- Councillor Cadorette reported that he attended the Cowichan Water Basin Management Plan and the Vancouver Island Regional Library Board Meeting – Peter Wainwright from Sidney was elected Chair. He also attended the Advisory Planning Commission meeting regarding the Official Community Plan, attended the Duncan Cowichan Chamber of Commerce board meeting and the Boundary Restructure Meeting.
- Councillor Fletcher advised that the Field to Table Program is looking to expand to another organic farm and the program is to be commended.
- Mayor Kent reported that he attended meetings with North Cowichan regarding Cowichan Place and that significant progress is occurring. The Boundary Restructure group is tackling a big workload and making recommendations to Council. He attended the biodiesel press event at the Public Works Yard and met with the CEO of the North American Indigenous Games. He attended the childcare rally in City Square, the PERC Report meeting and a ½ day Priority and Strategic Planning Session with the CVRD. Mayor Kent Advised that there will be a presentation to the CVRD Board about Growth Management Strategies on February 22.

Reports of Staff

DBIA Wayfinding Signage

R-40-07

Moved Councillor Cadorette
Seconded Councillor Winfrey

That Council authorizes the installation of DBIA Wayfinding signs [traffic signs and billboards] in the locations set out in the Superintendent of Public Works report of February 7, 2007.

CARRIED

November 2006 Warrant

R-41-07

Moved Councillor Winfrey
Seconded Councillor Cadorette

That the November 2006 Warrant be received and filed.

CARRIED

January 2007 Building Statistics

R-42-07

Moved Councillor Cadorette
Seconded Councillor Winfrey

That the January 2007 Building Statistics Report be received and filed.

CARRIED

New Business

Childcare Funding

R-43-07

Moved Councillor Fletcher
Seconded Councillor Caljouw

That the City of Duncan writes a letter to Minister Reid and the Premier regarding statements around childcare funding as to the direction the Province is taking in this matter.

CARRIED

Adjournment

R-44-07

Moved Councillor Winfrey
Seconded Councillor Cadorette

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:50 p.m.

Phil Kent
Mayor

Cheryl Wirsz
Director of Corporate Services