

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 September 10, 2007.

Present	Mayor Phil Kent	Councillor Mike Caljouw
	Councillor Paul Fletcher	Councillor Sharon Jackson
	Councillor Ken Newcomb	Councillor Jesse Winfrey

Absent with Notice Councillor Ray Cadorette

Also Present Tom Ireland – Chief Administrative Officer
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 R-256-07	Moved Councillor Winfrey
	Seconded Councillor Jackson
	<u>That</u> the agenda be approved as circulated.

CARRIED

Adoption of Minutes

Minutes R-257-07	Moved Councillor Caljouw
	Seconded Councillor Newcomb
	<u>That</u> the minutes of the August 13, 2007 Regular Council Meeting be adopted.

CARRIED

Minutes R-258-07	Moved Councillor Winfrey
	Seconded Councillor Newcomb
	<u>That</u> the minutes of the August 30, 2007 Special Council Meeting be adopted.

CARRIED

Introduction of Late Items

Late Items
R-259-07
Moved Councillor Jackson
Seconded Councillor Caljouw
That item 9.10 – Centennial Park RFP be added to the agenda.
CARRIED

Public and Statutory Hearings

**DVP Application
– 477 Alderlea**
R-260-07
Moved Councillor Jackson
Seconded Councillor Newcomb
That the Council of the City of Duncan issue Development Variance Permit No. DVP-2007-04 for 477 Alderlea, Lot 3, Block 3, Section 17, Range 6, Quamichan District, Plan 1063, to permit the construction of a covered porch and a 2nd storey balcony as depicted in the plans received June 18, 2007, subject to the additions being in character with the 1912 home.
CARRIED

**DVP Application
361 Bundock**
R-261-07
Moved Councillor Newcomb
Seconded Councillor Jackson
That the Council of the City of Duncan issue Development Variance Permit No. DVP-2007-02 to permit a canopy as shown on the attached plan to encroach 4.17 m to within 0.33 m of the side property line adjacent to Bundock Avenue, and that the variance be for the life of the building only. The maximum area permitted for the encroachment is 25 m² [269 sq ft].
CARRIED

**Public Hearing
Minutes –
September 4,
2007**
R-262-07
Moved Councillor Winfrey
Seconded Councillor Newcomb
That the minutes of the Public Hearing for Bylaws 2032 and 2034 held on September 4, 2007 be adopted.
CARRIED

Delegations

**RCMP Inspector
Howard
Goodridge**
Mr. Goodridge was present to advise Council on the RCMP second quarter report with regards to crime, victim services, community policing, a public safety survey, regional policing and human resources at the detachment.

**Dave Munro –
Canadian
Peacekeepers
Veterans
Association.**

Mr. Munro was present to show Council a Peace Support Operations plaque that was designed to be placed upon the cenotaph in Charles Hoey Park or other place of honour. There are over 1800 Canadians that have died in peacekeeping operations since 1947. The plaques cost about \$87 each. A special ceremony will be held in partnership with the Royal Canadian Legion to place the plaque on the cenotaph, with City crews to install the plaque. August 9th will now be known as National Peacekeeping Day.

Report of the Chief Administrative Officer

CAO Report

Mr. Ireland reported that he met with the Cowichan Tribes Land Manager regarding the roundabout and signalization of Duncan Street and Canada Avenue at Trunk Road. Interviews for the building inspector will be this week. The Graffiti Task Force work is ongoing. Met with the CP3 Holders regarding the JUB lease. Met with the consultants regarding the Development Approval Process. Have retained the retired engineer from the City of Victoria on a consulting basis until a Director of Public Works is hired. Met with the RCMP regarding the new reporting process. The City has received a \$10 000 donation from Jones Development Corporation for a contribution of public art in City Square. Met with DBIA to discuss renewal of business improvement area. Met regarding access issues to Cowichan Place.

Correspondence

**Canadian
Peacekeeper
Veterans
Association**

Moved Councillor Jackson
Seconded Councillor Caljouw
That the City of Duncan donate \$100 to the Canadian Peacekeeper Veterans Association to help defray the costs of the commemorative plaque; including delivery of the plaque.

R-263-07

CARRIED

**COPE – Rivers for
Generations**

Moved Councillor Jackson
Seconded Councillor Winfrey
That the City of Duncan consider joining Mayors for Pubic Power and that the correspondence be referred to Committee of the Whole.

R-264-07

CARRIED

**Restorative
Justice Week**

Moved Councillor Jackson
Seconded Councillor Winfrey
That the week of November 18-25, 2007 be proclaimed as Restorative Justice Week in the City of Duncan.

R-265-07

CARRIED

R-266-07 Moved Councillor Newcomb
Seconded Councillor Jackson
That the balance of the items from Correctional Services Canada regarding actions for Restorative Justice Week be referred to Committee of the Whole for discussion.

CARRIED

Reports of Mayor and Council and Committees

Committee of the Whole Report – September 4, 2007
R-267-07 Moved Councillor Newcomb
Seconded Councillor Jackson
That the City of Duncan participate in an upcoming meeting with Solicitor General John Les at the UBCM regarding amended 2006 Census Population Statistics;

CARRIED

R-268-07 Moved Councillor Newcomb
Seconded Councillor Winfrey
That the City of Duncan allow Big Brothers Big Sisters to use the City Hall flag pole from September 24-28, 2007;
And That a flag pole policy be created.

CARRIED

Committee of the Whole Minutes
R-269-07 Moved Councillor Jackson
Seconded Councillor Winfrey
That the minutes of the Committee of the Whole Meeting of August 7, 2007 be adopted.

CARRIED

R-270-07 Moved Councillor Newcomb
Seconded Councillor Caljouw
That the minutes of the Committee of the Whole Meeting of August 13, 2007 be adopted.

CARRIED

R-271-07 Moved Councillor Winfrey
Seconded Councillor Newcomb
That the minutes of the Committee of the Whole Meeting of August 20, 2007 be adopted.

CARRIED

R-272-07 Moved Councillor Newcomb
Seconded Councillor Winfrey
That the minutes of the Committee of the Whole Meeting of September 4, 2007 be deferred to the September 17 Council Meeting.

CARRIED

Mayor and Council Reports

- Councillor Jackson reported on the Stuff the Bus event on September 5 in which 10 000 pounds of food was collected.
- Councillor Caljouw attended the Cowichan Exhibition and noted that a new location will greatly assist with the growing exhibition.
- Councillor Newcomb reported that he attended the August 21st Field to Table field trip and noted it was an inspiring event. On Aug 14th he attended a Spirit of BC event. May 2 and 3rd, 2008 will be when the NAIG spirit pole will be in Duncan. The DBIA will have a series of events in this regard. The bi-monthly DBIA board meeting was held on August 15 and a topic of discussion was the renewal of the BIA bylaws.
- Mayor Kent reported that on August 20 he attended the Cowichan Place negotiations with Malaspina and we now have a tentative deal. On August 21st he went on a Field to Table field trip to the Cobble Hill organic farm. On August 22nd he attended the Graffiti Task Force with a program soon to be initiated. Meetings have been ongoing with the CVRD Environmental Commission Meeting. CSAC needle disposal initiatives are ongoing with the development of a tool kit for the public. On September 7 he attended the grand opening of the 140th Cowichan Exhibition. The Sub Regional Services Committee of the CVRD met on September 6 and Sunday service for transit is now in effect and there is a possibility that electoral areas E and G and the Town of Ladysmith may join the transit area. The Handy Dart Service may be transferred to a region wide system.

July 2007 Building Statistics

R-273-07

Moved Councillor Caljouw
Seconded Councillor Winfrey
That the Building Statistics for the month of July 2007 be received and filed.

CARRIED

August 2007 Building Statistics

R-274-07

Moved Councillor Newcomb
Seconded Councillor Winfrey
That the Building Statistics for the month of August 2007 be received and filed.

CARRIED

Additional Expenses – Cowichan Place

R-275-07

Moved Councillor Newcomb
Seconded Councillor Jackson
That the City of Duncan agrees to increasing the maximum Cowichan Place planning costs by \$40 000 to \$190 000 with the City's share continuing to be one fifth the costs incurred [additional \$8 000];
And That the City fund this increase out of its general contracted planning budget.

CARRIED

**Centennial Park
Detailed Design
Request For
Proposals**

R-276-07

Moved Councillor Jackson
Seconded Councillor Winfrey
That the City of Duncan accepts the proposal of 1st Team Consulting Ltd. dated August 20, 2007, for the detailed design, tendering and construction management of the Centennial Park revitalization for the fee of \$71 475.

CARRIED

Bylaws

**Bylaw 2032 – OCP
Amendment**

R-277-07

Moved Councillor Newcomb
Seconded Councillor Jackson
That City of Duncan Bylaw No.2032, 2007 be given 3rd reading and final adoption.

CARRIED

**Bylaw 2034 – OCP
Amendment**

R-278-07

Moved Councillor Caljouw
Seconded Councillor Winfrey
That City of Duncan Bylaw No. 2034, 2007 be given 3rd reading and final adoption.

CARRIED

**Bylaw 2007 –
Zoning Bylaw
Amendment**

R-279-07

Moved Councillor Newcomb
Seconded Councillor Caljouw
That City of Duncan Zoning Bylaw No. 1540, 1988, Amendment Bylaw No. 1, No. 2007, 2006 be given final adoption.

CARRIED

**Bylaw 2028 – DCC
Amendment**

R-280-07

Moved Councillor Jackson
Seconded Councillor Newcomb
That Development Cost Charge Amendment Bylaw No. 2028, 2007 be given final adoption.

CARRIED

**Junior Council
Role**

R-281-07

Moved Councillor Winfrey
Seconded Councillor Fletcher
That the issue of the role of Junior Council be referred to the first COW meeting in October and that the instructor be invited to attend.

CARRIED

Resolve to go into Closed Meeting

Closed Session

Moved Councillor Winfrey
Seconded Councillor Jackson
R-282-07 **That** this regular council meeting be closed to the public to consider Labour Issues (s.90(1)(c) - *Community Charter*) and Legal Issues (s.90(1)(g) – *Community Charter*).

CARRIED

Adjournment

Moved Councillor Newcomb
Seconded Councillor Winfrey
R-283-07 **That** this meeting be adjourned.

CARRIED

The meeting adjourned at 9:06 p.m.

Phil Kent
Mayor

Cheryl Wirsz
Director of Corporate Services